



RETURN OFFERS TO :
Bid Receiving :

**Correctional Service Canada
Contracts and Materiel Management
Department
-Quebec Region**
250, Montée St-François
Laval (Quebec) H7C 1S5

Téléphone : (450) 661-9550, poste 3929

E-MAIL:
GEN-QUE307Soumissions@CSC-SCC.GC.CA

**REQUEST FOR A STANDING
OFFER**

[Regional Individual Standing Offer \(RISO\)](#)

Canada, as represented by the Minister of the Correctional Service of Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Comments — Commentaires :

"THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT"

**Vendor/Firm Name and Address —
Raison sociale et adresse du fournisseur/de
l'entrepreneur :**

Telephone # — N° de Téléphone :

Fax # — No de télécopieur :

Email / Courriel : _____

GST # or SIN or Business # — N° de TPS
ou NAS ou N° d'entreprise :

| | |
|---|----------------------------------|
| Title: Dental Laboratory Services | |
| Solicitation No. — N° de l'invitation 21301-21-3409281 | Date: November 6, 2020 |
| Client Reference No. — N° de Référence du Client 21301-21-3409241 | |
| GETS Reference No. — PW-20-00932882 | |
| Solicitation Closes — at : 14h00 On : December 3, 2020 | Time Zone EST |
| Delivery Required — Livraison exigée : See herein – Voir aux présentes | |
| F.O.B. — F.A.B. Plant – Usine: Destination: X Other-Autre: | |
| Address Enquiries to : Anne-Marie Cicero Regional Supplies and Contracts Agent Anne-Marie.Cicero@csc-scc.gc.ca | |
| Telephone No. : 450-661-9550, ext: 3929 | Fax No. : 450-664-6626 |
| Destination of Goods, Services and Construction: Multiple as per call-up | |
| Security – This request for a Standing Offer includes provisions for security. | |

Instructions: See Herein

| | |
|---|-------|
| Name and title of person authorized to sign on behalf of Vendor/Firm | |
| _____ | |
| Name | Title |
| _____ | |
| Signature | Date |
| (Sign and return cover page with offer/ | |
| _____ | |



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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offer (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
 - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
 - 7B, includes the clauses and conditions, which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment and any other annexes.

2. Summary

The Correctional Service of Canada (CSC) must provide all inmates, as and when required, with primary dental care, including health promotion that is in accordance with federal laws, provincial standards and relevant policies and guidelines of the SCC. Thus, the CSC is looking for a dentist who does business with a dental laboratory that meets the standards governing the practice of denturology in Canada to ensure the taking of impressions, the making and/or the repair of upper and/or lower complete acrylic dentures as well as partial dentures.

The period of this Standing Offer runs from the date of award to September 30, 2021 inclusively with the possibility of two (2) additional optional periods of one (1) year each.

More than one Standing Offer can be awarded for this process. The contractor may bid for one or more facilities depending on their ability to serve the regions covered by the RFSO,

This market is not subject to the provisions of any trade agreement.



3. Security Requirements

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 – Security, Financial and Insurance Requirements, and Part 7 – Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Offerors should refer to the [Contract Security Program](#) (CSP) of Public Works and Government Services Canada website.

4. Revision of Departmental Name

As this request for Standing Offer is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document, or any resulting contract, shall be interpreted as a reference to CSC or its Minister.

5. Debriefings

Offerors may request a debriefing on the results of the request for Standing Offer process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for Standing Offer process. The debriefing may be in writing, by telephone or in person.

6. Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent venue for Canadian bidders to raise complaints regarding the award of federal contracts under \$25,300 for goods and under \$101,100 for services. Should you have any issues or concerns regarding the award of a federal contract below these dollar amounts, contact OPO by e-mail at [the Office of the Procurement Ombudsman e-mail address](#), by telephone at 1-866-734-5169, or by web at [the Office of the Procurement Ombudsman website](#). For more information about OPO, including the available services, please visit the OPO website.



PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offer (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](#) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2020-05-28) Standard Instructions - Request for Standing Offer - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2. Submission of Offers

Offers must be submitted only to Correctional Service of Canada (CSC) by the date, time and place indicated on page 1 of the Request for Standing Offer.

For offers submitted by hand the following information must be entered on the envelope:

- Name of the contracting authority ;
- The request for standing offer number ;
- The closing date and time

3. Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.



"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES** () **NO** ()

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES** () **NO** ()

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.



4. Enquiries - Request for Standing Offer

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) business days before the Request for Standing Offer (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

5. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Offerors.



PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Due to the nature of the RFSO, offers transmitted by facsimile or email to CSC will not be accepted.

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer: **one (1) hard copy or electronic**

Section II: Financial Offer: **one (1) hard copy or electronic**

Section III: Certifications: **one (1) hard copy or electronic**

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Offerors are requested to submit their Financial Offer in an envelope separate from their technical offer.

Canada requests that Offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offer.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process, the [Policy on Green Procurement](#). To assist Canada in reaching its objectives, Offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fiber certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

Offerors must submit the certifications and additional information required under Part 5.



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of CSC will evaluate the offers.

1.1. Technical Evaluation

1.1.1 Mandatory Technical Criteria

Offers will be evaluated to determine if they meet all mandatory technical criteria outlined in **Annex E – Evaluation Criteria**. Offers not meeting all mandatory criteria will be declared non-responsive and will be given no further consideration.

1.2 Financial Evaluation

The price of the offer will be evaluated in Canadian dollars, excluding applicable taxes, FOB destination, including Canadian customs duties and excise taxes.

Offers containing a financial offer other than the one requested at **Article 3. Section II: Financial Offer of PART 3 – OFFER PREPARATION INSTRUCTIONS** will be declared non-compliant.

In the event of an error in the multiplication or addition of the rates, the unit price will prevail.

2. Basis of Selection

An offer must comply with the requirements of the Request for Standing Offer to be declared responsive. The Standing Offer will be awarded to the responsive offer with the lowest aggregate price per establishment. A maximum of eight (8) Standing Offers may be awarded.

Please note that, for evaluation purposes, the aggregate price of the offer will be calculated by adding the unit prices for the firm period and the option years, for each establishment.

In the event of a tie for the lowest overall price, the standing offer will be awarded to the contractor with the most experience as a Denturist (according to the Quebec Business Register).

Note that the award of the standing offer is subject to compliance with the budget ceiling established for this contract.



PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a Standing Offer.

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

1. Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

1.1 Integrity Provisions – Declaration of Convicted Offenses

- A) Subject to subsection B, by submitting an offer in response to this request for standing offer (RFSO), the Offeror certifies that:
- i. it has read and understands the Ineligibility and Suspension Policy;
 - ii. it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
 - iii. it is aware that Canada may request additional information, certifications, and validations from the Offeror or a third party for purposes of making a determination of ineligibility or suspension;
 - iv. it has provided with its bid a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offenses in the Policy;
 - v. none of the domestic criminal offenses, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and proposed first tier subcontractors; and
 - vi. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
- B) Where an Offeror is unable to provide any of the certifications required by subsection A, it must submit with its offer the completed [Integrity Declaration Form](#). Offerors must submit this form to Correctional Service of Canada with their offer.



1.2 Integrity Provisions – Required documentation

List of names: all Offerors, regardless of their status under the Ineligibility and Suspension Policy, must submit the following information:

- i. Offerors that are corporate entities, including those submitting an offer as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- ii. Offerors submitting an offer as sole proprietors, including sole proprietors submitting an offer as joint ventures, must provide a complete list of the names of all owners; or
- iii. Offerors that are a partnership do not need to provide a list of names.

List of Names:

| | |
|--|--|
| | |
| | |
| | |
| | |

OR

- The Offeror is a partnership

During the evaluation of offers, the Offeror must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted with the offer.

1.3 Status and Availability of Resources

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability. Failure to comply with the request may result in the offer being declared non-responsive.



1.4 Language Requirements - Bilingual

By submitting an offer, the Offeror certifies that, should it be awarded a standing offer as result of the request for a standing offer, every individual proposed in its offer will be fluent in both official languages of Canada (French and English). The individual(s) proposed must be able to communicate orally and in writing in French and English without any assistance and with minimal errors.

1.5 Education and Experience

The Offeror certifies that all the information provided in the résumés and supporting material submitted with its offer, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Offeror to be true and accurate. Furthermore, the Offeror warrants that every individual offered by the Offeror for the requirement is capable of performing the Work resulting from a call-up against the Standing Offer.

1.6 Certification:

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.



PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7A - Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, Offerors should refer to the Contract Security Program (CSP) of Public Works and Government Services Canada website.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE No. 21301-21-3409281

1. The Contractor/Offeror must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), with Document Safeguarding at the level of PROTECTED B, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to PROTECTED information, assets or sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. Processing of PROTECTED materiel electronically at the Contractor/Offeror's site is NOT permitted under this Contract/Standing Offer.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - (b) *Industrial Security Manual* (Latest Edition).

CSC Approved Health Services Exemption for the Removal, Offsite Storage and Electronic Data Processing of Offender Personal Medical Information under CSC issued contracts.

1. The Contractor/Offeror must practice and take measures to protect shared personal health information in accordance with the applicable legislation which governs the disclosure of personal and health information under federal and provincial laws, applicable provincial health information acts, and the provincial/territorial regulatory body's professional practice standards. This includes collection, receipt, transmission, storage, disposal, use and disclosure of information under its control among authorized persons of employees of the Contractor/Offeror.



-
2. In case of security breach or the unauthorized use of shared personal information, the Contractor/Offeror must notify the CSC Project Authority and implement all procedures and disclosure requirements as defined by their professional certifying body and those required of federal and provincial laws and regulations.



PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex A.

2. Security Requirement

2.1 The following security requirements (SRCL and related clauses provided by CSP) apply to and form part of the Standing Offer.

3. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](#) issued by Public Works and Government Services Canada.

As this Standing Offer is issued by Correctional Service of Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document must be interpreted as a reference to CSC or its Minister.

3.1 General Conditions

[2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from the date of award **2020 to November 30th 2021 inclusively**.

4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional **two (2) periods, from December 1st 2021 to November 30th 2022 and from December 1st 2022 to November 30th 2023** under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority thirty (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

5. Authorities



5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Anne Marie Cicero

Title: Regional Officer, Procurement and Contracts

Correctional Service of Canada

Branch or Directorate: Contracts Department and Materiel Management

Address: 250, Montée St-François

Laval (Quebec) H7C 1S5

Telephone: (450)-661-9550 ext: 3929

Facsimile: (450)- 664-6626

E-mail address: Anne-Marie.Cicero@csc-scc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, they are responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

5.2 Project Authority

The Project Authority for the Standing Offer is: *(will be completed at S.O. award)*

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

5.3 Offeror's Representative *(to be completed by the offeror)*

The Offeror's representative for the Standing Offer is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____



6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES** () **NO** ()

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:



- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES** () **NO** ()

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

7. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

Correctional Service of Canada Region of Quebec

• **Laval Complex:**

- Federal training center, site 600: 600, Montée St-François, Laval (Quebec) H7C 1S5;
- Federal training center, site 6099: 6099, boul. Lévesque, Laval (Quebec) H7C 1P1.

• **Sainte-Anne-des-Plaines Complex:**

- Archambault establishment minimum: 244, Montée Gagnon, Sainte-Anne-des-Plaines (Quebec) J0N 1H0;
- Archambault medium establishment: 242, monte Gagnon, Sainte-Anne-des-Plaines (Quebec) J0H 1H0;
- Regional reception center: 246, Montée Gagnon, Sainte-Anne-des-Plaines (Quebec) J0N 1H0.

-

- **Cowansville Institution:** 400 Fordyce Avenue, Cowansville (Quebec) J2K 3N7.



- **Drummond Institution:** 2025, boul. Jean-de-Brébeuf, Drummondville (Quebec) J2B 7Z6.
- **Donnacona Institution:** Donnacona Institution: 1537, Route 138, Donnacona (Quebec) G3M 1C9;
- **La Macaza Institution:** 321, chemin de l'Aéroport, La Macaza (Quebec) J0T 1R0
- **Port-Cartier Institution:** 1, chemin de l'Aéroport, Port-Cartier (Quebec) G5B 2W2

8. Call-up Procedures

9. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the Call-up Against a Standing Offer form or an electronic version.

10. Limitation of Call-ups *(will be completed at S.O. award)*

Individual call-ups against the Standing Offer must not exceed \$_____ (Applicable Taxes included).

11. Financial Limitation *(will be completed at S.O. award)*

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$_____ (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or four (4) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

12. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the call-up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions [2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions ; [2010B](#) (2020-05-28), Professional services (medium complexity)
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Security Requirements Check List
- h) Annex D, Insurance Requirements
- i) the Offeror's offer dated *(will be completed at S.O. award)*



13. Certifications and Additional Information

13.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

14. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.



B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

[2010B](#) (2020-05-28), General Conditions - Services (Medium Complexity), apply to and form part of the Contract.

3. Term of Contract

3.1 Period of the Contract

The work must be completed in accordance with the call-up against the Standing Offer.

4. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

5. Payment

5.1 Basis of Payment

Payments will be made in accordance with Annex B – Basis of Payment

5.2 Limitation of Price

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

5.3 Payment terms

Canada will pay the Contractor when units have been completed and delivered in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other document required by the contract have been submitted in accordance with the invoicing instructions provided for in the contract;
- b. all of these documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada



5.4 SACC Manual Clauses

SACC Manual clause [A9117C](#), (2007-11-30), T1204 - Direct Request by Customer Department
SACC Manual clause [C0710C](#) (2007-11-30), Time and Contract Price Verification
SACC Manual clause [C0705C](#) (2010-01-11), Discretionary Audit

5.5 Travel and living expenses

There are no travel and living expenses associated with the contract.

5.6 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using the following Electronic Payment Instrument(s):

- (a) MasterCard Acquisition Card;
- (b) Direct Deposit (Domestic and International).

6. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices should not be submitted until all work identified on the invoice is completed.

Each invoice must be supported by:

- a. a copy of timesheets to corroborate the time claimed;
 - b. a copy of the release document and any other document as specified in the contract;
 - c. a copy of invoices, receipts, vouchers for all direct expenses and for all travel and living expenses;
 - d. a copy of the monthly progress report.
2. Invoices should be distributed as follows:
 - a) The original and one (1) copy must be sent to the address appearing on page 1 of the contract for certification and payment;
 - b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled « Authorities » of the Contract.

7. Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified below in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.



The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

8. Ownership Control

Where the Contractor will have access to any and all personal and confidential information belonging to Canada, CSC staff or inmates for the performance of the work, the following will apply:

- (a) The Contractor warrants that it is not under ownership control of any non-resident entity (i.e. Individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other).
- (b) The Contractor shall advise the Minister of any change in ownership control for the duration of the contract.
- (c) The Contractor acknowledges that the Minister has relied on this warranty in entering into this Contract and that, in the event of breach of such warranty, or in the event that the Contractor's ownership control becomes under a non-resident entity, the Minister shall have the right to treat this Contract as being in default and terminate the contract accordingly.
- (d) For the purposes of this clause, a non-resident entity is any individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other residing outside of Canada.

9. Closure of Government Facilities

- 9.1 Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.
- 9.2 Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.

10. Tuberculosis Testing

- 10.1 It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfill the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.
- 10.2 Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.
- 10.3 All costs related to such testing will be at the sole expense of the Contractor.



11. Compliance with CSC Policies

- 11.1 The Contractor agrees that its officers, servants, agents and subcontractors will comply with all regulations and policies in force at the site where the work covered by this contract is to be performed.
- 11.2 Unless otherwise provided in the contract, the Contractor shall obtain all permits and hold all certificates and licenses required for the performance of the Work.
- 11.3 Details on existing CSC policies can be found on the [CSC website](#) or any other CSC web page designated for such purpose.

12. Health and Labour Conditions

- 12.1 In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labour applicable to the performance of the Work or any part thereof.
- 12.2 The Contractor shall comply with all laws concerning health and labour conditions applicable to the performance of the Work or part thereof and shall also require compliance of same by all its subcontractors when applicable.
- 12.3 The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity shall forthwith notify the Project Authority or Her Majesty.
- 12.4 Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor shall be furnished by the Contractor to the Project Authority or Her Majesty at such time as the Project Authority or Her Majesty may reasonably request."

13. Identification Protocol Responsibilities

The Contractor must ensure that the Contractor and each of its agents, representatives or subcontractors (referred to as Contractor Representatives for the purposes of this clause) comply with the following self-identification requirements:

- 13.1 During the performance of any Work at a Government of Canada site, the Contractor and each Contractor Representative must be clearly identified as such at all times;
- 13.2 During attendance at any meeting, the Contractor or Contractor Representatives must identify themselves as such to all meeting participants;
- 13.3 If the Contractor or a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify themselves as the Contractor or an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under the e-mail account Properties. This identification protocol must also be used in all other correspondence, communication, and documentation; and
- 13.4 If Canada determines that the Contractor is not complying with any of the obligations stated in this article, Canada will advise the Contractor and request that the Contractor implement, without delay, appropriate corrective measures to eliminate recurrence of the problem.



14. Dispute Resolution Services

The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to or arising from the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 10 working days, each party hereby consents to fully participate in and bear the cost of mediation led by the Procurement Ombudsman pursuant to Subsection 22.1(3) (d) of the Department of Public Work and Government Services Act and Section 23 of the Procurement Ombudsman Regulations.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169, by e-mail at [the Office of the Procurement Ombudsman email address](#), or by web at [the Office of the Procurement Ombudsman website](#).

15. Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the Department of Public Works and Government Services Act will review a complaint filed by the complainant respecting the administration of the Contract if the requirements of Subsection 22.2(1) of the Department of Public Works and Government Services Act and Sections 15 and 16 of the Procurement Ombudsman Regulations have been met.

To file a complaint, the Office of the Procurement Ombudsman may be contacted by e-mail at [the Office of the Procurement Ombudsman email address](#), by telephone at 1-866-734-5169, or by web at [the Office of the Procurement Ombudsman website](#).

16. Information Guide for Contractors

Prior to the commencement of any work, the Contractor certifies that its employees or employees of its subcontractors, working under contract for CSC will complete the applicable Module(s) and retain the signed checklist(s) from the CSC "Information Guide for Contractors" website: www.bit.do/CSC-EN.



ANNEX A

STATEMENT OF WORK

Context and environment

The Correctional Service of Canada (CSC) must provide all inmates, as and when required, with primary dental care, including health promotion that is in accordance with federal laws, provincial standards and relevant policies and guidelines of the SCC. Thus, the CSC is looking for a dentist who does business with a dental laboratory that meets the standards governing the practice of denturology in Canada to ensure the taking of impressions, the making and/or the repair of upper and/or lower complete acrylic dentures as well as partial dentures.

Designated user

Correctional Service of Canada (CSC), various institutions, see Annex F for various delivery addresses.

All the institutions mentioned in Appendix F are for men with the exception of the Joliette institution, which is a female institution.

Period of the Standing Offer

From the date of award 2020 to November 30th 2021, with the possibility of two option years, i.e. from December 1st, 2021 to November 30th 2022 and from December 1st, 2022 to November 30th 2023.

Quantities

The estimated quantities for each of the required items can be found in Appendix B. The quantities represent the needs for all CSC institutions in the Quebec region. No minimum quantity is guaranteed - No minimum delivery will be accepted.

Work description

The Denturist must work closely with dentists in CSC institutions. He will use the CSC / SCC 570 form and the chosen treatment plan.

According to a schedule established later, the contractor will travel to the institution to take measurements, insert prostheses or for any other reason related to his mandate. The trip will be made at the request of the Head of Physical Health Services, depending on the needs of the institution.

The laboratory must manufacture / repair complete upper and / or lower dentures and partial dentures, following requests from various institutions.

The following repairs are required:

- Standard repairs (fracture, crack, tooth pop out);
- Structural-addition type repairs (for example tooth addition and clasp, retentions, reinforcements, soft bases, etc);
- Relining, rebasing;

When possible the repair will be carried out on site, otherwise it will be carried out in the laboratory.



The prostheses will be in basic pink acrylic. The teeth will also be made of acrylic.

The above list is not exhaustive and in no way removes the responsibility of the contractor to provide the services and goods required that meet the laws, regulations and standards governing the practice of denturology. He must ensure to provide prostheses, complete or partial well adjusted, according to the patient's needs.

Delivery and Terms of delivery

Delivery costs for prostheses for repairs sent to the various institutions will be at the supplier's expense.

The cost of delivery of prostheses from CSC to the dental laboratory will be at the expense of CSC.

If shipments are sent by mail (making and / or repairing) by the supplier to the establishments, this must be done by registered mail only.

Service to be provided in official languages

The contractor and / or his replacement undertake to provide the services in the official language (English or French) identified when providing services.

Billing method

Invoices must be detailed. The charges must be identified separately (clinic, repair, making, etc.). No invoice with global amount will be accepted. All invoicing is subject to verification by the competent authorities of the SCC.



ANNEX B – PROPOSED BASIS OF PAYMENT

The following basis of payment will apply to any call-up issued under the Standing Offer.

1.0 Professional services provided at firm price

For the provision of professional services requested by Canada, Canada will pay the Contractor the firm price established in the contract at the firm all-inclusive rates set out in this annex, applicable taxes extra.

The Contractor must check the appropriate box(es) below, indicating for which Institution(s) or Complex(es) he submits a price:

- Laval Complex
- Sainte-Anne-des-Plaines Complex
- Cowansville Institution
- Donnacona Institution & Marcel-Caron CCC
- Drummond Institution
- Joliette Institution & CCC
- La Macaza Institution
- Port-Cartier Institution

* In the event of a discrepancy between the information above and the information identified in the unit price tables, the information contained in the unit price tables will prevail.

IMPORTANT: The Contractor may bid for one Institution or Complex or more, according to his ability to serve in the designated areas. For a bid to be considered, the Contractor must provide prices for each item of the unit price table of the institution(s)/ Complex(es), for the fixed period and the option year.



FIRM PERIOD: FROM DATE OF AWARD 2020 TO NOVEMBER 30, 2021

| LAVAL COMPLEX <i>Federal training center - site 600 and 6099</i> | | | | | |
|--|---|------------------------|---------------------------------|-------------------|--------------|
| | Description | Unit of measure | *Annual quantity approx. | Unit price | Total |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 15 | | |
| 3 | Full acrylic denture (lower) | Unit | 10 | | |
| 4 | Partial acrylic denture | Unit | 35 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| JOLIETTE INSTITUTION | | | | | |
|------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 2 | | |
| 2 | Full acrylic denture (upper) | Unit | 8 | | |
| 3 | Full acrylic denture (lower) | Unit | 4 | | |
| 4 | Partial acrylic denture | Unit | 17 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 2 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 2 | | |
| 7 | Relining, rebasing | Unit | 2 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| DONNACONA INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| STE-ANNE-DES-PLAINES COMPLEX Archambault minimum and medium, RMHC, RRC | | | | | |
|---|---|--------|----|--------------|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 15 | | |
| 2 | Full acrylic denture (upper) | Unit | 30 | | |
| 3 | Full acrylic denture (lower) | Unit | 20 | | |
| 4 | Partial acrylic denture | Unit | 70 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 10 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 10 | | |
| 7 | Relining, rebasing | Unit | 10 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| | | | | TOTAL | |
| DRUMMOND INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| | | | | TOTAL | |



| COWANSVILLE INSTITUTION | | | | | |
|--------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| LA MACAZA INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 10 | | |
| 2 | Full acrylic denture (upper) | Unit | 15 | | |
| 3 | Full acrylic denture (lower) | Unit | 10 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 10 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| PORT-CARTIER INSTITUTION | | | | | |
|---------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |

The estimates listed above are based on past experience and future forecasts by CSC. They are given to suppliers to get an idea of the volume to be processed and as a scale of assessment only. Only the services rendered will be paid.

No other fees will be accepted.

Fees and Expenses:

ONLY services billed at the rates submitted below will be paid. The rates submitted include ALL that is necessary for the performance of the work in accordance with the expected services. This includes, but is not limited to administration fees and expenses, profit, transportation of labor, equipment and materials and / or any other costs necessary for the provision of services.



2.0 Options for extending the contract period

Subject to the exercise of the option to extend the period of the Standing Offer, in accordance with the article "To be inserted at award of Standing Offer" of the original Standing Offer, Options to Extend the Standing Offer, the Contractor will be paid the firm all-inclusive unit price, as per the following table, Applicable Taxes extra, to perform all work and services required in connection with the extension of the Standing Offer.

OPTION 1 – FROM DECEMBER 1, 2021 TO NOVEMBER 30, 2022

| LAVAL COMPLEX <i>Federal training center - site 600 and 6099</i> | | | | | |
|--|---|------------------------|---------------------------------|-------------------|--------------|
| | Description | Unit of measure | *Annual quantity approx. | Unit price | Total |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 15 | | |
| 3 | Full acrylic denture (lower) | Unit | 10 | | |
| 4 | Partial acrylic denture | Unit | 35 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| JOLIETTE INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 2 | | |
| 2 | Full acrylic denture (upper) | Unit | 8 | | |
| 3 | Full acrylic denture (lower) | Unit | 4 | | |
| 4 | Partial acrylic denture | Unit | 17 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 2 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 2 | | |
| 7 | Relining, rebasing | Unit | 2 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| DONNACONA INSTITUTION | | | | | |
|---|---|--------|----|--------------|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| | | | | TOTAL | |
| STE-ANNE-DES-PLAINES COMPLEX Archambault minimum and medium, RMHC, RRC | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 15 | | |
| 2 | Full acrylic denture (upper) | Unit | 30 | | |
| 3 | Full acrylic denture (lower) | Unit | 20 | | |
| 4 | Partial acrylic denture | Unit | 70 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 10 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 10 | | |
| 7 | Relining, rebasing | Unit | 10 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| | | | | TOTAL | |



| DRUMMOND INSTITUTION | | | | | |
|--------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| COWANSVILLE INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| LA MACAZA INSTITUTION | | | | | |
|---------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 10 | | |
| 2 | Full acrylic denture (upper) | Unit | 15 | | |
| 3 | Full acrylic denture (lower) | Unit | 10 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 10 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| PORT-CARTIER INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |

The estimates listed above are based on past experience and future forecasts by CSC. They are given to suppliers to get an idea of the volume to be processed and as a scale of assessment only. Only the services rendered will be paid.

No other fees will be accepted.

Fees and Expenses:

ONLY services billed at the rates submitted below will be paid. The rates submitted include ALL that is necessary for the performance of the work in accordance with the expected services. This includes, but is not limited to administration fees and expenses, profit, transportation of labor, equipment and materials and / or any other costs necessary for the provision of services.



OPTION 2 – FROM DECEMBER 1, 2022 TO NOVEMBER 30, 2023

| LAVAL COMPLEX | | | | | |
|--|---|------------------------|---------------------------------|-------------------|--------------|
| <i>Federal training center - site 600 and 6099</i> | | | | | |
| | Description | Unit of measure | *Annual quantity approx. | Unit price | Total |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 15 | | |
| 3 | Full acrylic denture (lower) | Unit | 10 | | |
| 4 | Partial acrylic denture | Unit | 35 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| JOLIETTE INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 2 | | |
| 2 | Full acrylic denture (upper) | Unit | 8 | | |
| 3 | Full acrylic denture (lower) | Unit | 4 | | |
| 4 | Partial acrylic denture | Unit | 17 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 2 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 2 | | |
| 7 | Relining, rebasing | Unit | 2 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| DONNACONA INSTITUTION | | | | | |
|---|---|--------|----|--------------|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| | | | | TOTAL | |
| STE-ANNE-DES-PLAINES COMPLEX Archambault minimum and medium, RMHC, RRC | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 15 | | |
| 2 | Full acrylic denture (upper) | Unit | 30 | | |
| 3 | Full acrylic denture (lower) | Unit | 20 | | |
| 4 | Partial acrylic denture | Unit | 70 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 10 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 10 | | |
| 7 | Relining, rebasing | Unit | 10 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| | | | | TOTAL | |



| DRUMMOND INSTITUTION | | | | | |
|--------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| COWANSVILLE INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |



| LA MACAZA INSTITUTION | | | | | |
|---------------------------------|---|--------|----|--|--|
| 1 | Full acrylic dentures, upper AND lower | Pair | 10 | | |
| 2 | Full acrylic denture (upper) | Unit | 15 | | |
| 3 | Full acrylic denture (lower) | Unit | 10 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 10 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |
| PORT-CARTIER INSTITUTION | | | | | |
| 1 | Full acrylic dentures, upper AND lower | Pair | 5 | | |
| 2 | Full acrylic denture (upper) | Unit | 10 | | |
| 3 | Full acrylic denture (lower) | Unit | 5 | | |
| 4 | Partial acrylic denture | Unit | 20 | | |
| 5 | Standard repair for all types of prostheses (breakage, crack, tooth pop out) | Unit | 5 | | |
| 6 | Repair for all types of prostheses, addition of structure (for example: addition of teeth and hook, retention, reinforcement, soft bases, etc.) | Unit | 5 | | |
| 7 | Relining, rebasing | Unit | 5 | | |
| 8 | Clinic with the possibility of seeing up to 12 patients (max. 6 clinics / year) | Clinic | 6 | | |
| TOTAL | | | | | |

Fees and Expenses:

ONLY services billed at the rates submitted below will be paid. The rates submitted include ALL that is necessary for the performance of the work in accordance with the expected services. This includes, but is not limited to administration fees and expenses, profit, transportation of labor, equipment and materials and / or any other costs necessary for the provision of services.

3.0 GST / HST

In the Standing Offer, all prices and amounts are exclusive of Applicable Taxes, as applicable, unless otherwise specified. Applicable taxes are in addition to the price mentioned and will be paid by Canada.



4.0 Electronic payment of invoices – Bid

Canada requests that offerors complete Option 1 or 2 below:

1. () Electronic payment instruments will be accepted for payment of invoices.

The following electronic payment instruments are accepted:

- () MasterCard acquisition card
- () Direct deposit (national and international)

2. () Electronic payment instruments will not be accepted for payment of invoices.

The Offeror is not required to accept payments made using electronic payment instruments.

Acceptance of electronic payment instruments will not be considered an evaluation criterion.



ANNEX C - SECURITY REQUIREMENTS CHECK LIST

DSD-QUE3934-HSEx



Government of Canada
Gouvernement du Canada

| |
|---|
| Contract Number / Numéro du contrat 21301-21-3409281 |
| Security Classification / Classification de sécurité |

SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

| | | |
|---|---|---|
| PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE | | |
| 1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Service correctionnel du Canada | 2. Branch or Directorate / Direction générale ou Direction Services de santé | |
| 3. a) Subcontract Number / Numéro du contrat de sous-traitance | 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant | |
| 4. Brief Description of Work / Brève description du travail Laboratoire dentaire | | |
| 5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? | | <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui |
| 5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? | | <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui |
| 5. Indicate the type of access required / Indiquer le type d'accès requis | | |
| 6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) | | <input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui |
| 6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. | | <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui |
| 6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? | | <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui |
| 7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès | | |
| Canada <input checked="" type="checkbox"/> | NATO / OTAN <input type="checkbox"/> | Foreign / Étranger <input type="checkbox"/> |
| 7. b) Release restrictions / Restrictions relatives à la diffusion | | |
| No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/> | All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/> | No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/> |
| Not releasable / À ne pas diffuser <input type="checkbox"/> | Restricted to: / Limité à: <input type="checkbox"/> | Restricted to: / Limité à: <input type="checkbox"/> |
| Specify country(ies): / Préciser le(s) pays: | Specify country(ies): / Préciser le(s) pays: | Specify country(ies): / Préciser le(s) pays: |
| 7. c) Level of Information / Niveau d'information | | |
| PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/> | NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/> | PROTECTED A / PROTÉGÉ A <input type="checkbox"/> |
| PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/> | NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/> | PROTECTED B / PROTÉGÉ B <input type="checkbox"/> |
| PROTECTED C / PROTÉGÉ C <input type="checkbox"/> | NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/> | PROTECTED C / PROTÉGÉ C <input type="checkbox"/> |
| CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/> | NATO SECRET <input type="checkbox"/> | CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/> |
| SECRET / SECRET <input type="checkbox"/> | COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/> | SECRET / SECRET <input type="checkbox"/> |
| TOP SECRET / TRÈS SECRET <input type="checkbox"/> | | TOP SECRET / TRÈS SECRET <input type="checkbox"/> |
| TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/> | | TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/> |



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Government of Canada / Gouvernement du Canada

| |
|--|
| Contract Number / Numéro du contrat 21301-21-3409281 |
| Security Classification / Classification de sécurité |

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

| | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL | <input type="checkbox"/> SECRET SECRET | <input type="checkbox"/> TOP SECRET TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS | | | |

Special comments:
Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui

If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

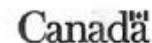
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité





ANNEX D - INSURANCE REQUIREMENTS

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Workers' compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.



- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
- o. All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.
- p. Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
- q. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- r. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.



ANNEX E - EVALUATION CRITERIA

1.0 Technical Evaluation:

1.1 The following elements of the offer will be evaluated and scored in accordance with the following evaluation criteria.

- Mandatory Technical Criteria
- Rated Technical Criteria

It is **imperative** that the offer **address each of these criteria** to demonstrate that the requirements are met.

1.2 LISTING EXPERIENCE WITHOUT PROVIDING ANY SUBSTANTIATING DATA TO SUPPORT WHERE, WHEN AND HOW SUCH EXPERIENCE WAS OBTAINED WILL RESULT IN THE STATED EXPERIENCE NOT BEING CONSIDERED FOR EVALUATION PURPOSES.

1.3 All experience must be strictly work-related. Time spent during education and/or training will not be considered, unless otherwise indicated.

1.4 Experience must be demonstrated through a history of past projects, either completed or on-going.

1.5 References must be provided for each project/employment experience.

- I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.
- II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.
- III. References must be presented in this format:
 - a. Name;
 - b. Organization;
 - c. Current Phone Number, and
 - d. Email address if available

1.6 Response Format

- I. In order to facilitate evaluation of offers, it is recommended that Offerors' offers address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.
- II. Offerors are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.



- III. For any requirements that specify a particular time period (e.g., 2 years) of work experience, CSC will disregard any information about experience if the technical offer does not include the required month and year for the start date and end date of the experience claimed.
- IV. CSC will also only evaluate the duration that the resource actually worked on a project or projects (from the start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

| N° | Mandatory Technical Criteria | Response provided by the bidder (Please specify where the documentation can be found in your submission) | Meet requirement Do not meet requirement |
|----|---|--|---|
| M1 | Be a member in good standing of the Ordre des Denturologistes du Québec. <i>In this regard, a proof has to be provided with the bid</i> | | |
| M2 | Have experience * in the field of manufacturing and repairing complete upper and / or lower dentures and partial dentures; (* Experience means two (2) years within the last five (5) years). <i>Provide his CV which demonstrates his skills and experience when submitting the tender.</i> | | |

*When the Contractor subcontracts any part of the work, s/he must provide the subcontractor's permit, license(s) and diploma required to perform the work.



ANNEX-F DELIVERY ADDRESSES

| DELIVERY SCC-CSC - Various institutions | |
|---|--|
| Delivery addresses | Delivery hours and particularities |
| Federal Training Centre – site 600 600, Montée St-François Laval (Québec) H7C 1S5 | Monday to Friday From 7:30 to 11 :00 am and from 1:00 to 3:00 pm |
| Federal Training Center – site 6099 6099, Montée St-François Laval (Québec) H7C 1P1 | Monday to Friday From 8:00 to 11:00 am and from 1:00 to 3:00 pm <u>IMPORTANT:</u> Delivery vehicles entering the Federal Training Center site 6099 shall not exceed 11’4” in height. |
| Regional Mental Health Centre 242, Boul. Gibson Ste-Anne-des-Plaines (Québec) J0N 1H0 | Monday to Friday From 7:30 to 11:30 am and from 12:30 to 3:30 pm |
| Archambault Institution - min. 244, Montée Gagnon Ste-Anne-des-Plaines (Québec) J0N 1H0 | Monday to Friday From 7:30 to 11:30 am and from 12:30 to 3:30 pm |
| Archambault Institution - med. 242, Boul. Gibson Ste-Anne-des-Plaines (Québec) J0N 1H0 | Monday to Friday From 8:00 to 11:00 am and from 1:00 to 3:00 pm |
| Regional Reception Center 244, Boul. Gibson Ste-Anne-des-Plaines (Québec) J0N 1H0 | Monday to Friday From 8:00 to 11:00 am and from 1:00 to 3:00 pm |
| Joliette Institution 400, rue Marsolais Joliette (Québec) J6E 8V4 | Monday to Friday From 8:00 to 11:00 am and from 1:00 to 3:00 pm |
| Cowansville Institution 400, Fordyce Cowansville (Québec) J2K 3N7 | Monday to Friday From 8:00 to 11:00 am and from 1:00 to 3:00 pm <u>N.B.</u> Maximum height of pallets, including thickness of the pallet, is five (5) feet |
| Drummond Institution | Monday to Friday |



| | |
|---|---|
| 2025, boul. Jean-de-Brébeuf Drummondville (Québec) J2B 7Z6 | From 8:30 to 11:00 am and From 1:00 to 3:00 pm |
| Donnacona Institution 1537, route 138 Donnacona (Québec) G3M 1C9 | Monday to Friday From 8:00 to 11:30 am and from 1:00 to 3:30 pm |
| La Macaza Institution 321, Chemin de l'Aéroport La Macaza (Québec) J0T 1R0 | Monday to Friday From 8:30 to 11:00 am and from 1:30 to 3:00 pm |
| Port-Cartier Institution 1, rue de l'Aéroport Port-Cartier (Québec) G5B 2W2 | Monday to Friday From 8:00 to 11:00 am and From 1:00 to 3:30 pm |