



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

PWGSC/TPSGC Acquisitions Bid Receiving

Box/Boîte de Réception des Soumissions

Bid Receiving Box/Boîte de Récepti

1st Floor/1^{ère} étage, Suite 1212

100-1045 Main Street

Moncton

New Brunswick

E1C 1H1

Bid Fax: (506) 851-6759

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Acquisitions NB/PEI (Moncton Office) – Bureau
d'acquisitions N.-B./Î.-P.-É. (Moncton)

1045 Main Street / 1045, rue Main

Moncton

New Bruns

E1C 1H1

Title - Sujet Seed Potato Tags Printing Seed Potato Tags	
Solicitation No. - N° de l'invitation 39903-210325/A	Date 2021-01-27
Client Reference No. - N° de référence du client 39903-210325	
GETS Reference No. - N° de référence de SEAG PW-\$MCT-033-5914	
File No. - N° de dossier MCT-0-43051 (033)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Atlantic Standard Time AST on - le 2021-02-18 Heure Normale de l'Atlantique HNA	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Young (MCT), Leesa	Buyer Id - Id de l'acheteur mct033
Telephone No. - N° de téléphone (506) 871-1716 ()	FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CANADIAN FOOD INSPECTION AGENCY SEE HEREIN Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein – Voir ci-inclus	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement applicable to the Contract.

1.2 Statement of Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Canadian Content

The requirement is subject to a preference for Canadian goods.

1.5 epost Connect service

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2020/05/28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.1.1 SACC Manual Clauses

SACC Reference
C9000T

Section
Pricing

Date
2010/08/16

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

Note: For bidders choosing to submit using epost Connect for bids closing at the Bid Receiving Unit in New Brunswick/Prince Edward Island (NB/PEI) the email address is:

TPSGC.RARceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

PWGSC Acquisitions, Bid Receiving Box
1st Floor, Suite 1212
100-1045 Main Street
Moncton, NB E1C 1H1

Facsimile number: (506) 851-6759

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders 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 the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **New Brunswick**.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, 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 Bidders.

2.5 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
 - Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions.

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (2 hard copies)
Section II: Financial Bid (1 hard copies)
Section III: Certifications (1 hard copies)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

Canada requests that bidders follow the format instructions described below in the preparation of hard copy of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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 [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre 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 Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “D” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “D” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

[C3011T](#) (2013/11/06), Exchange Rate Fluctuation

3.1.3 SACC Manual Clauses

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The evaluation team will determine if there are two (2) or more bids with a valid Canadian content certification with the bids coming from two or more Bidders that are not affiliated within the meaning used in the [Competition Act](#), R.S.C., 1985, c. C-34. In that event, only those bids with a valid certification will be eligible to be awarded a contract; otherwise, all bids will be eligible. If at any point in the evaluation process it is found, whether by determination of invalidity of certifications, determination that bids are non-responsive or withdrawal of bids by Bidders, that there are no longer two (2) or more responsive bids with a valid certification, then all responsive bids will be eligible to be awarded a contract. Canada may conduct the validation of Canadian content certifications at any time in the evaluation process including doing so concurrently with other steps.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annex "C"

Proofs: Proofs to be approved by The Canadian Food Inspection Agency (CFIA) **must be provided for technical evaluation.**

The proofs must be provided to the Representative two days after bid closing. Failure to do so will tender your bid non responsive and will be rejected.

Proofs MUST be compliant with the mandatory specifications and requirements at Annex C.
The proofs must be delivered to the following location:

CANADIAN FOOD INSPECTION AGENCY

Attention: Peter Volney

**59 Camelot Drive
Floor 2, Room 207 E
Ottawa ON K1A 0Y9
Phone: 613-773-7372
Email: Peter.Volney@inspection.gc.ca**

The hours of operation are from 8:30am to 4:30pm Monday to Friday

4.1.2 Financial Evaluation

SACC Manual Clause [A0220T](#) (2014/06/26), Evaluation of Price - Bid

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

SACC Manual Clause [A0031T](#) (2010/08/16), Basis of Selection - Mandatory Technical Criteria

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Bid

5.1.2.1 Canadian Content Certification

5.1.2.1.1 SACC Manual clause [A3050T](#) (2020/07/01) Canadian Content Definition

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the services offered are Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the services offered being treated as non-Canadian services.

The Bidder certifies that:

() the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult [Annex 3.6](#), Example 2, of the Supply Manual.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and

submitted as requested, the Contracting Authority will inform the Bidder 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 bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Canadian Content Certification

5.2.3.1.1 SACC Manual clause [A3050T](#) (2020/07/01) Canadian Content Definition

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Requirement

Requirement - Contract

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010A (2020/05/28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before March 31, 2021.

6.4.6 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "B" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Leesa Young
Title: Supply specialist
Public Services and Procurement Canada
Acquisitions Branch
Address: 1045 Main Street, 4th Floor
Moncton, New Brunswick
E1C 1H1
Telephone: (506) 871-1716
Facsimile: (506) 851-6759
E-mail address: leesa.young@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Technical Authority

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The Technical Authority for the Contract is:

Details will be provided in any resulting contract

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail: _____.

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative (Offeror please complete)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail: _____

6.6 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.

6.7 Payment

6.7.1 Basis of Payment

Basis of Payment - Firm Unit Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B for a cost of \$ _____ insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.

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.

6.7.2 Limitation of price

SACC Manual clause C6000C (2017/08/17) Limitation of price

6.7.3 Payments

SACC Manual clause H1000C (2008/05/12), Single Payment

6.7.4 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.8 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.9 Certifications and Additional Information

6.9.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.9.2 SACC Manual Clauses

SACC Reference	Section	Date
A3060C	Canadian Content Certification	2008/05/12

6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **New Brunswick**.

6.11 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 Articles of Agreement;
- (b) the general conditions [2010A](#) (2020/05/28), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Statement of requirement;
- (d) the Contractor's bid dated _____

6.12 SACC Manual Clauses

SACC Reference	Section	Date
A9068C	Government Site Regulations	2010/01/11
B7500C	Excess Goods	2006/06/16
G1005C	Insurance – No Specific Requirement	2016/01/28

6.13 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

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6.14 Shipping Instructions - FOB Destination and DDP

Goods must be consigned and delivered to the destination specified in the contract:

FOB Destination as per Annex B including all delivery charges and customs duties and Applicable Taxes.

ANNEX "A" STATEMENT OF REQUIREMENT

1.0 Title: Printing Seed Potato Tags

2.0 Requirements: Seed Potato Tags – Various colours:

2111 Certified Blue
2113 Elite Orange

2.1 **Print Quality:** Refer to attached individual Printing Specification (Appendix B)

2.2 **Packaging:** In boxes of 8,000 to 8,010 tags per box

2.3 **Proofs:** Proofs to be approved by The Canadian Food Inspection Agency (CFIA) prior to printing for the following specifications:

- 1) Perforation tear quality
- 2) Ink colour for coloured tags
- 3) Quality of stock sample requested

Please forward proofs to:

CANADIAN FOOD INSPECTION AGENCY
Attention: Peter Volney

59 Camelot Drive
Floor 2, Room 207 E
Ottawa ON K1A 0Y9
Phone: 613-773-7372
Email: Peter.Volney@inspection.gc.ca

2.4 **Shipping:** Items shall be packed* to permit the application of the lowest available less than carload/truckload freight classification, in new and uniform cartons not exceeding 18.1 kilograms (40 lbs) in weight, packed to ensure safe arrival at the destination.

**Please note packaging instructions and quantities vary from tag to tag. Please refer to instructions on individual printing specification for exact details.*

2.5 **Conditions:** The following as indicated shall apply; block letters at one end indicating the quantity (of sheet, books/pads, sets, forms or envelopes), size, title, form, number, requisition number and, if applicable, serial number and contents)

2.6 **Paper Stocks:** No Substitution - Tyvek 1073 (Heavier Stock)

Paper to be in accordance with 1981 edition of Canadian Government Printing Office Booklet entitled *Generic Identification of Paper and Paperboard Brand Names*, unless otherwise specified herein.

2.7 **Over runs or Under runs:** Over runs or under runs are not acceptable.

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Payment will not be made for delivery of more tags than ordered.

2.8 **Artwork:** Pre-approved Artwork will be provided to the successful bidder.

2.9 **Special Requirement:** Supplier is to notify Contact person at each destination 24 hours in advance of delivery to ensure staff are ready to receive the goods.

3.0 **Delivery:** All tags must be delivered by **March 31st, 2021**. All boxes are to be shipped to the CFIA, to the addresses indicated in Appendix "A". Packing Slips detailing all deliverables as well as the Contract number must accompany each shipment.

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Amd. No. - N° de la modif.
File No. - N° du dossier
mct-0-43051

Buyer ID - Id de l'acheteur
mct033
CCC No./N° CCC - FMS No./N° VME

ANNEX "B" BASIS OF PAYMENT

Firm all-inclusive unit prices in Canadian funds including Canadian customs duties, excise taxes, DDP destination, including **delivery**.

The Contractor is to provide the following items, in the following quantities, to the locations identified below.

All deliverables must be received on or before **March 31st, 2021**.

Initial Contract Period

Number of Tags	Price Per Thousand	All inclusive firm fixed lump sum price
352,000		

1.0 METHOD OF PAYMENT

Invoicing Instructions:

Upon completion of printing services and delivery, one invoice, complete with the contract number, is to be sent to:

Canadian Food Inspection Agency
1081 Main Street, PO Box 6088
Moncton NB
E1C 8R2
Attn: Marie Julian
Telephone: 506-851-7672

ANNEX "C" MANDATORY REQUIREMENTS:

Bids MUST meet the mandatory requirements specified below. To demonstrate that all requirements of the technical specifications are respected, bidders MUST respond with complete specifications and/or descriptive literature of the equipment being offered.

The complete specifications and/or descriptive literature should be submitted with the proposal but may be submitted afterwards. If the complete specifications and/or descriptive literature are not submitted with the proposal, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet this requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

Any proposal which fails to meet all mandatory specifications and requirements will be deemed non-responsive. Each requirement should be addressed separately.

The Bidder must provide proofs to the contact specified in the Statement of Work (Annex A), and must meet all of the following:		
Number	Mandatory Technical Criterion	Met/Not Met
M1	Paper Stocks: Must be printed on Tyvek 1073 (Heavier Stock)	
M2	Print Quality: Must follow individual Printing Specifications as per Appendix B	
M3	Packaging: Must be packaged in boxes of 8,000 to 8,010 tags per box	
M4	Perforation tear quality: Must tear only at perforation point & must follow individual Printing Specifications as per Appendix B	
M5	Ink colour for coloured tags: Must follow individual Printing Specifications as per Appendix B	

Solicitation No. - N° de l'invitation
39903-210325/A
Client Ref. No. - N° de réf. du client
39903-210325

Amd. No. - N° de la modif.
File No. - N° du dossier
mct-0-43051

Buyer ID - Id de l'acheteur
mct033
CCC No./N° CCC - FMS No./N° VME

ANNEX "D" ELECTRONIC PAYMENT INSTRUMENTS

to PART 3 OF THE BID SOLICITATION
ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);
- ☐ () Large Value Transfer System (LVTS) (Over \$25M)

Solicitation No. - N° de l'invitation
39903-210325/A
Client Ref. No. - N° de réf. du client
39903-210325

Amd. No. - N° de la modif.
File No. - N° du dossier
mct-0-43051

Buyer ID - Id de l'acheteur
mct033
CCC No./N° CCC - FMS No./N° VME

ANNEX “E” DIRECTORS AND/OR OWNERS OF THE BIDDER

COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS AND/OR OWNERS OF THE BIDDER

Complete Legal Name of Supplier: _____

Supplier Address: _____

Supplier Procurement Business Number (PBN): _____

NOTE TO BIDDERS: WRITE DIRECTORS' AND/OR OWNERS' SURNAMES AND GIVEN NAMES

NAME	JOB TITLE / POSITION

Include additional names on a separate sheet if required.



Appendix A
Delivery Locations

SEED POTATO TAG ORDERS - 2020

NEW BRUNSWICK

WOODSTOCK

Form #	Quantity
2111 Certified Blue	120,000 tags
2113 Elite Orange	24,000 tags

SHIP TO ADDRESS:

Canadian Food Inspection Agency
109 Creighton Street, South
Woodstock, NB E7M 1N4
Attn: Nick Labbe

FREDERICTON

Form #	Quantity
2111 Certified Blue	24,000 tags
2113 Elite Orange	24,000 tags

SHIP TO ADDRESS:

Canadian Food Inspection Agency
850 Lincoln Road
Fredericton, NB E3B 5G4
Attn: Heidi Hume



PRINCE EDWARD ISLAND

CHARLOTTETOWN

Form #	Quantity
2113 Elite Orange	160,000 tags

SHIP TO ADDRESS:

Canadian Food Inspection Agency
690 University Avenue
Charlottetown, PE C1E 1E3
Attn: LouAnn Good

NOTE:

- 1) DELIVERY DATE: MARCH 31, 2021**
- 2) PACKING SLIPS SHOWING DETAIL AND CONTRACT NUMBER SHOULD ACCOMPANY EACH SHIPMENT.**

Appendix B Printing Specifications



Form Title Titre du formulaire			SEED POTATO CERTIFICATION - CERTIFIED		Return Quote By: Renvoyez l'offre par :		
Form # N° du formulaire		CFIA / ACIA 2111		Revision date Date de révision		(2007/06)	
				Quantity Quantité		Delivery Date Date de Livraison	

PRINTING SPECIFICATIONS / SPÉCIFICATIONS D'IMPRIMERIE

Type of Form / Type de formulaire							
<input type="checkbox"/> Flat Simple		<input type="checkbox"/> Set of Jeu de		<input type="checkbox"/> Book of Livret de		<input checked="" type="checkbox"/> Continuous En continu	
				<input type="checkbox"/> Envelope Enveloppe		<input checked="" type="checkbox"/> Tag Étiquette mobile	
						<input type="checkbox"/> Label Étiquette encollée	
						<input type="checkbox"/> Other Autre	
Trim size / Format après ébarbage		No. of originals N° d'originaux		Type of Form / Type de formulaire		Ink colour / Couleur d'encre	
Width / Largeur		Depth / Hauteur				BLACK (OVERPRINT)	
4 3/4 "		2 1/2 "		1			
				<input type="checkbox"/> One Side Recto		<input checked="" type="checkbox"/> Head-to-head Tête-à-tête	
						<input type="checkbox"/> Tumbled Tête-bêche	
Stock / Papier							
<input type="checkbox"/> Bond Filigrané							
<input type="checkbox"/> Recycled Recyclé							
<input type="checkbox"/> Offset							
<input type="checkbox"/> NCR							
<input type="checkbox"/> Bristol							
<input type="checkbox"/> Moore NCR							
<input checked="" type="checkbox"/> TYVEK 1073							
Colour / Couleur							
<input type="checkbox"/> White Blanc							
<input type="checkbox"/> Canary Canari							
<input type="checkbox"/> Pink Rose							
<input type="checkbox"/> Blue Bleu							
<input type="checkbox"/> Green Vert							
(Floodcoat) BLUE PMS 278							
Weight / Poids							
<input type="checkbox"/> 40 M							
<input checked="" type="checkbox"/> Other (specify) Autre (spécifier)							
<input type="checkbox"/> 180M							
MINIMUM THICKNESS .007							
<input type="checkbox"/> 220M							
NCR Standard, precollated stock NCR standard pré-assemblé				NCR Non- standard / NCR non standard			
				Part Partie			
				CB CV			
				CFB CRV			
				CF CR			
				Colour / Couleur			
<input type="checkbox"/> 2 Part white, canary 2 parties blanc, canari							
<input type="checkbox"/> 3 Part white, canary, pink 3 parties blanc, canari, rose							
<input type="checkbox"/> 4 Part white, canary, pink, gold 4 parties blanc, canari, rose, or							
<input type="checkbox"/> 5 Part white, green, canary, pink, gold 5 parties blanc, vert, canari, rose, or							
<input type="checkbox"/> 6 Part white, blue, green, canary, pink, gold 6 parties blanc, bleu, vert, canari, rose, or							
Packaging / Emballage							
<input type="checkbox"/> Each A l'unité							
<input type="checkbox"/> Pad of Bloc de							
<input checked="" type="checkbox"/> Box of Boîte de 8,004							
<input type="checkbox"/> Package of Paquet de							
<input type="checkbox"/> Roll of Rouleau de							
<input type="checkbox"/> Other Autre							
<input checked="" type="checkbox"/> Perforation							
<input type="checkbox"/> Folded Plié							
<input type="checkbox"/> Stitches Agrafes							
<input type="checkbox"/> Gather Rassesembler							
No. of holes N° de trous							
Position							
Details / Détails							
Perforation tear quality at 5 1/8" vertically from left and right edges and every 2 1/2" horizontally							
Diameter Diamètre							
Centre to centre Centre à centre							
<input type="checkbox"/> Serial No. N° de série							
Ink Colour Couleur d'encre							
Position							
<input type="checkbox"/> Print Imprimé							
<input type="checkbox"/> Crash Print Décalquage							
REGISTER FOR SERIAL NUMBERS / REGISTRE DES NUMÉROS DE SÉRIE							
No Overs or Unders / Pas plus grand ou moins bas							
From / De		To / À		Date		Analyst / Analyste	
RETURN SPECS, NEGS, ARTWORK & SAMPLES TO:							
FORMS DEVELOPMENT & MANAGEMENT, ROOM 102, 49 Camelot Drive, OTTAWA, ON K1A 0Y9							
Specifications by: CFIA							
Remarks / Remarques							
artwork Front and Back - different							
Artwork will be supplied to successful bidder.							
Floodcoat both sides							
Each folded sheet to measure 15" x 10" and each sheet to contain 12 tags measuring 4 3/4" W x 2 1/2" H.							
Sheet perforated vertically 5 1/8" from left and right edges and horizontally every 2 1/2". Fold in continuous format with 12 tags facing up per sheet. Marginal punching left and right. Marginal punch holes centred on 1/2 inch. Ensure that tyvek has a consistent caliper to a minimum of .007. Samples must be provided for proofing prior to job completion.							


15" WIDE SHEET

LEFT ALLOWED MARGIN
3/8"

FAR LEFT
EDGE

RIGHT ALLOWED MARGIN
3/8"

FAR RIGHT
EDGE



Canadian Food
Inspection Agency

Agence canadienne
d'inspection des aliments

SEED POTATO CERTIFICATION
CERTIFICATION DE POMMES
DE TERRE DE SEMENCE

CLASS: **CERTIFIED / CERTIFIÉE**

VARIETY: _____

VARIÉTÉ: _____

SIZE: _____

CALIBRE: _____

Y/A	M	D/J	CERT.NO. / N° DE CERT.

CFIA / ACIA 2111 (2007/06)

FRONT OF TAG

THE GROWER declares that the seed potatoes contained in this shipment are from the crop for which a crop certificate was issued bearing the crop certificate number shown on this tag and that they are bearing in accordance with section 48 and sub-sections 48.1(2) to (10) of the *Seeds Regulations*.

A request for reinspection of the seed potato lot may be made to the Canadian Food Inspection Agency within two working days after receipt of the lot.

NOTE

Inspection for the purpose of certification was made either visually or through laboratory testing of samples, or both. Certification does not constitute a warranty by either the Canadian Food Inspection Agency or the grower that the seed potatoes meet the standards set out in sections 47.11 to 47.8 of the *Seeds Regulations*.

LE PRODUCTEUR déclare que les pommes de terre de semence qui font l'objet de la présente expédition proviennent de la culture certifiée par le certificat de culture dont le numéro figure sur la présente étiquette et qu'elles ont été classées conformément à l'article 48 et aux paragraphes 48.1(2) à (10) du *Règlement sur les semences*.

Une demande de réinspection du lot de pommes de terre de semence peut être faite à l'Agence canadienne d'inspection des aliments dans les deux jours ouvrables suivant la réception du lot.

REMARQUE

L'inspection en vue de la certification a été effectuée soit visuellement, soit au moyen d'essais de laboratoire sur des échantillons, soit par les deux moyens. La certification ne constitue pas une garantie, de la part de l'Agence canadienne d'inspection des aliments ou du producteur, que les pommes de terre de semence satisfont aux normes applicables énoncées aux articles 47.11 à 47.8 du *Règlement sur les semences*.

BACK OF TAG

Canada

NOTE: 3 columns on 15" x 10" lyvek (12 tags per sheet)

First vertical perforation located 5 1/8" from the left edge of paper

Second vertical perforation located 5 1/8" from right edge of paper

Horizontal perforations every 2 1/2"



Form Title Titre du formulaire		SEED POTATO CERTIFICATION - ELITE		Return Quote By: Renvoyez l'offre par :	
Form # N° du formulaire	CFIA / ACIA 2113	Revision date Date de révision	(2007/06)	Quantity Quantité	Delivery Date Date de Livraison

PRINTING SPECIFICATIONS / SPÉCIFICATIONS D'IMPRIMERIE

Type of Form / Type de formulaire					
<input type="checkbox"/> Flat Simple <input type="checkbox"/> Set of Jeu de <input type="checkbox"/> Book of Livret de <input checked="" type="checkbox"/> Continuous En continu <input type="checkbox"/> Envelope Enveloppe <input checked="" type="checkbox"/> Tag Étiquette mobile <input type="checkbox"/> Label Étiquette encollée <input type="checkbox"/> Other Autre					
Trim size / Format après ébarbage		No. of originals N° d'originaux		Type of Form / Type de formulaire	
Width / Largeur	Depth / Hauteur	1		<input type="checkbox"/> One Side Recto <input checked="" type="checkbox"/> Head-to-head Tête-à-tête <input type="checkbox"/> Tumbled Tête-bêche	
4 3/4"		2 1/2"			
Stock / Papier				Ink colour / Couleur d'encre	
<input type="checkbox"/> Bond Filigrané <input type="checkbox"/> Recycled Recyclé <input type="checkbox"/> Offset <input type="checkbox"/> NCR <input type="checkbox"/> Bristol <input type="checkbox"/> Moore NCR <input checked="" type="checkbox"/> TYVEK 1073				BLACK (OVERPRINT)	
Colour / Couleur				(Floodcoat) Orange PMS 1495	
<input type="checkbox"/> White Blanc <input type="checkbox"/> Canary Canari <input type="checkbox"/> Pink Rose <input type="checkbox"/> Blue Bleu <input type="checkbox"/> Green Vert				<input type="checkbox"/> 40 M <input checked="" type="checkbox"/> Other (specify) Autre (spécifier)	
NCR Standard, precollated stock NCR standard pré-assemblé				<input type="checkbox"/> 180M MINIMUM THICKNESS .007	
				<input type="checkbox"/> 220M	
NCR Non- standard / NCR non standard			Packaging / Emballage		
Part Partie	CB CV	CFB CRV	CF CR	Colour / Couleur	
<input type="checkbox"/> 2 Part white, canary 2 parties blanc, canari				<input type="checkbox"/> Each A l'unité	
<input type="checkbox"/> 3 Part white, canary, pink 3 parties blanc, canari, rose				<input type="checkbox"/> Pad of Bloc de	
<input type="checkbox"/> 4 Part white, canary, pink, gold 4 parties blanc, canari, rose, or				<input checked="" type="checkbox"/> Box of Boîte de 8 004	
<input type="checkbox"/> 5 Part white, green, canary, pink, gold 5 parties blanc, vert, canari, rose, or				<input type="checkbox"/> Package of Paquet de	
<input type="checkbox"/> 6 Part white, blue, green, canary, pink, gold 6 parties blanc, bleu, vert, canari, rose, or				<input type="checkbox"/> Roll of Rouleau de	
<input checked="" type="checkbox"/> Perforation <input type="checkbox"/> Folded Plié <input type="checkbox"/> Stitches Agrafes <input type="checkbox"/> Gather Rassembler			No. of holes N° de trous		Position
Details / Détails			Diameter Diamètre		Centre to centre Centre à centre
Perforation tear quality at 5 1/8" vertically from left and right edges and every 2 1/2" horizontally					
<input type="checkbox"/> Serial No. N° de série		Ink Colour Couleur d'encre		Position	
				<input type="checkbox"/> Print Imprimé <input type="checkbox"/> Crash Print Décalquage	
REGISTER FOR SERIAL NUMBERS / REGISTRE DES NUMÉROS DE SÉRIE No Overs or Unders / Pas plus grand ou moins bas				RETURN SPECS, NEGS, ARTWORK & SAMPLES TO: FORMS DEVELOPMENT & MANAGEMENT, ROOM 102, 49 Camelot Drive, OTTAWA, ON K1A 0Y9	
From / De	To / À	Date	Analyst / Analyste		
Remarks / Remarques				Specifications by: CFIA	
artwork Front and Back - different				Each folded sheet to measure 15" x 10", each sheet to contain 12 tags 4 3/4" W x 2 1/2" H. Sheet perforated vertically 5 1/8" from left and right edges and horizontally every 2 1/2".	
Artwork will be supplied to successful bidder.				Fold in continuous format with 12 tags facing up per sheet. Marginal punching left and right. Marginal punch holes centred on 1/2 inch. Ensure that tyvek has a consistent caliper to a minimum of .007. Proofs must be provided prior to job completion.	
Floodcoat both sides					

15" WIDE SHEET

LEFT ALLOWED MARGIN
3/8"

RIGHT ALLOWED MARGIN
3/8"

FAR
LEFT
EDGE

FAR
RIGHT
EDGE



Canadian Food
Inspection Agency

Agence canadienne
d'inspection des aliments

SEED POTATO CERTIFICATION
CERTIFICATION DE POMMES
DE TERRE DE SEMENCE

CLASS:
CLASSE :

ELITE / ÉLITE

FRONT OF TAG

VARIETY:
VARIÉTÉ :

SIZE:
CALIBRE :

Y/A	M	D/J	CERT.NO. / N° DE CERT.

CFIA / ACIA 2113 (2007/06)

THE GROWER declares that the seed potatoes contained in this shipment are from the crop for which a crop certificate was issued bearing the crop certificate number shown on this tag and that they are graded in accordance with section 48 and sub-sections 48.1(2) to (10) of the *Seeds Regulations*.

A request for reinspection of the seed potato lot may be made to the Canadian Food Inspection Agency within two working days after receipt of the lot.

NOTE

Inspection for the purpose of certification was made either visually or through laboratory testing of samples, or both. Certification does not constitute a warranty by either the Canadian Food Inspection Agency or the grower that the seed potatoes meet the standards set out in sections 47.11 to 47.8 of the *Seeds Regulations*.

LE PRODUCTEUR déclare que les pommes de terre de semence qui font l'objet de la présente expédition proviennent de la culture certifiée par le certificat de culture dont le numéro figure sur la présente étiquette et qu'elles ont été classées conformément à l'article 48 et aux paragraphes 48.1(2) à (10) du *Règlement sur les semences*.

Une demande de réinspection du lot de pommes de terre de semence peut être faite à l'Agence canadienne d'inspection des aliments dans les deux jours ouvrables suivant la réception du lot.

REMARQUE

L'inspection en vue de la certification a été effectuée soit visuellement, soit au moyen d'essais de laboratoire sur des échantillons, soit par les deux moyens. La certification ne constitue pas une garantie, de la part de l'Agence canadienne d'inspection des aliments ou du producteur, que les pommes de terre de semence satisfont aux normes applicables énoncées aux articles 47.11 à 47.8 du *Règlement sur les semences*.

BACK OF TAG

Canada

NOTE: 3 columns on 15" x 10" tyvek (12 tags per sheet)
First vertical perforation located 5 1/8" from the left edge of paper
Second vertical perforation located 5 1/8" from right edge of paper
Horizontal perforations every 2 1/2"