



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**

11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**Request For a Standing Offer
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and
Government Services Canada, hereby requests a Standing Offer
on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et
Services Gouvernementaux Canada, autorise par la présente,
une offre à commandes au nom des utilisateurs identifiés
énumérés ci-après.

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Marine Machinery and Services / Machineries et services
maritimes

11 Laurier St. / 11, rue Laurier
Place du Portage III, 8B3

Gatineau

Québec

K1A 0S5

Title - Sujet Electrical and Electronic work Travaux électriques et électroniques	
Solicitation No. - N° de l'invitation F2599-220008/A	Date 2022-12-02
Client Reference No. - N° de référence du client F2599-220008	GETS Ref. No. - N° de réf. de SEAG PW-\$\$ML-066-28871
File No. - N° de dossier 066ml.F2599-220008	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2022-12-21 Heure Normale du l'Est HNE	
Delivery Required - Livraison exigée See Herein – Voir ci-inclus	
Address Enquiries to: - Adresser toutes questions à: Durocher, Daniel	Buyer Id - Id de l'acheteur 066ml
Telephone No. - N° de téléphone (873)455-3877 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

**Request for Standing Offer (RFSO) for
Electrical and Electronic work for the Vessels of the
Canadian Coast Guard**

Table of Contents

1	PART 1 - GENERAL INFORMATION.....	3
1.1	INTRODUCTION	3
1.2	SUMMARY	3
1.3	COMPREHENSIVE LAND CLAIMS AGREEMENT	4
1.4	SECURITY REQUIREMENTS	4
1.5	DEBRIEFINGS.....	4
1.6	ANTICIPATED MIGRATION TO AN E-PROCUREMENT SOLUTION (EPS).....	4
2	PART 2 – OFFEROR INSTRUCTIONS	4
2.1	STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	4
2.2	SUBMISSION OF OFFERS	4
2.3	FORMER PUBLIC SERVANT - COMPETITIVE - OFFER	6
2.4	ENQUIRIES - REQUEST FOR STANDING OFFERS.....	7
2.5	APPLICABLE LAWS	7
2.6	BID CHALLENGE AND RECOURSE MECHANISMS	8
3	PART 3 - OFFER PREPARATION INSTRUCTIONS	8
3.1	OFFER PREPARATION INSTRUCTIONS.....	8
4	PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	9
4.1	EVALUATION PROCEDURES	9
4.2	BASIS OF SELECTION.....	9
5	PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION.....	9
5.1	CERTIFICATIONS REQUIRED WITH THE OFFER.....	10
5.2	CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION.....	10
6	PART 6 – INSURANCE REQUIREMENTS	11
6.1	INSURANCE REQUIREMENTS.....	11
7	PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES.....	12
7A	STANDING OFFER	12
1.	OFFER	12
2.	SECURITY REQUIREMENTS	12
3.	STANDARD CLAUSES AND CONDITIONS.....	12
4.	TERM OF STANDING OFFER.....	12
5.	AUTHORITIES	13
6.	PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	15
7.	IDENTIFIED USERS	15
8.	CALL-UP PROCEDURES	15
9.	CALL-UP INSTRUMENT	15
10.	LIMITATION OF CALL-UPS.....	16
11.	FINANCIAL LIMITATION	16
12.	PRIORITY OF DOCUMENTS.....	16
13.	CERTIFICATIONS AND ADDITIONAL INFORMATION	17
14.	APPLICABLE LAWS.....	17
15.	TRANSITION TO AN E-PROCUREMENT SOLUTION (EPS).....	17

7B	RESULTING CONTRACT CLAUSES	18
1.	STATEMENT OF WORK.....	18
2.	STANDARD CLAUSES AND CONDITIONS.....	18
3.	TERM OF CONTRACT	18
4.	PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	18
5.	PAYMENT	19
6.	INVOICING INSTRUCTIONS.....	19
7.	INSURANCE – SPECIFIC REQUIREMENTS	20
8.	SACC MANUAL CLAUSES	20
9.	CONDITION OF MATERIAL	20
10.	ELASTOMERIC MATERIAL - HOSES, RUBBER, ADHESIVE COMPOUNDS, ETC.	20
11.	PACKAGING	20
12.	INSPECTION AND ACCEPTANCE	21
13.	LIMITATION OF CONTRACTOR’S LIABILITY FOR DAMAGES TO CANADA	21
14.	DISPUTE RESOLUTION	23
ANNEX A	24
	STATEMENT OF WORK	24
ANNEX B	32
	BASIS OF PAYMENT.....	32
ANNEX C	35
	INSURANCE REQUIREMENTS.....	35
ANNEX D	37
	PERIODIC USAGE REPORTS	37
ANNEX “E” TO PART 3 OF THE REQUEST FOR STANDING OFFERS	38
	ELECTRONIC PAYMENT INSTRUMENTS.....	38
ANNEX “F”	39
	FINANCIAL EVALUATION PLAN.....	39
ANNEX “G”	42
	MANDATORY TECHNICAL CRITERIA.....	42

1 PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (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 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, the Insurance Requirements, the Periodic Usage Reports, the Electronic Payment Instruments, the Mandatory Technical Criteria, the Financial Evaluation Plan and any other annexes.

1.2 Summary

The Canadian Coast Guard (CCG) - Central Region, requires troubleshooting and repair services in relation to the electrical / electronic and electromechanical systems such as but not limited to: electronic control systems for propulsion and ancillary systems of ships on an as-and-when-requested basis.

The Contractor will provide services at the bases/warehouses across and at the Contractor's facilities, and onboard the CCG vessels at the following Geographic Region/Area:

Central Region, West geographical area – Province of Ontario service areas covered under this Standing Offer extends from the western port of Kenora in Ontario to the eastern port of Prescott in Ontario.

The period will be from the date of Standing Offer to the 31 December, 2023 with option to extend by two (2) periods of one (1) year.

This procurement is limited to Canadian goods and Canadian services.

1.3 Comprehensive Land Claims Agreement

The Request for Standing Offers (RFSO) is to establish Regional Individual Standing Offers for the requirement detailed in the RFSO, to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting standing offers.

1.4 Security Requirements

There is no security requirement applicable to the Standing Offer.

1.5 Debriefings

Offerors may request a debriefing on the results of the request for standing offers 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 offers process. The debriefing may be in writing, by telephone or in person.

1.6 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to part 7A 15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

2 PART 2 – OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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>) 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](#) (2022-03-29) Standard Instructions - Request for Standing Offers - Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2.1.1 SACC Manual Clauses

[M0019T](#) (2007-05-25) Firm Price and/or Rates

[M1004T](#) (2016-01-28) Condition of Materials – Offer

2.2 Submission of Offers

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

Note: For offerors choosing to submit using Canada Post Corporation's (CPC) Connect service for offers closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.pareceptiondessoumissions-apbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

Note: Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an CPC Connect conversation, as detailed in Standard Instructions 2006, or to send offers through an CPC Connect message if the Offeror is using its own licensing agreement for CPC Connect service.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

2.2.1 Transmission by using the epost Connect Service

Offer must be submitted with the epost Connect service in accordance with Standard Instructions 2006 Standard Instructions - Request for Standing Offers - Goods or Services – Competitive Requirements.

Unless specified otherwise in the Request for Standing Offer solicitation, Offers may be submitted by using the epost Connect service (https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a) provided by Canada Post Corporation. The process to follow is available on the Steps to Submit an Offer Using epost Connect Service (<https://buyandsell.gc.ca/steps-to-follow-for-the-bid-submission-to-bid-receiving-unit-bru-using-epost-connect>) webpage.

The only acceptable email address to use with epost Connect for responses to Request for Standing Offer solicitations issued by Public Works and Government Services Canada (PWGSC) in the National Capital Region is: TPSGC.DGAreceptiondessoumissions-ABBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca

To submit a Offer using epost Connect service, the Offeror must either:

- a) send directly its Offer only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or,
- b) send as early as possible, and in any case, at least six federal government business days prior to the Request for Standing Offer solicitation closing date and time, (in order to ensure a response), an email that includes the Request for Standing Offer solicitation Number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.

If the Offeror sends an email requesting epost Connect service to the specified Bid Receiving Unit in the Request for Standing Offer solicitation, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Offeror to access and action the message within the conversation. The Offeror will then be able to submit its Offer afterward at any time prior to the Request for Standing Offer solicitation closing date and time.

If the Offeror is using its own licensing agreement to send its offer, the Offeror must keep the epost Connect conversation open until at least 30 federal government business days after the Request for Standing Offer solicitation closing date and time.

The Request for Standing Offer solicitation Number should be identified in the epost Connect message field of all electronic transmissions. The use of epost Connect service requires a Canadian mailing address. Should a Offeror not have a Canadian mailing address, they may use the Bid Receiving Unit

address specified in the Request for Standing Offer solicitation in order to register for the epost Connect service.

For Offers submitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the Offer including, but not limited to, the following:

- a) Receipt of a garbled, corrupted or incomplete Offer;
- b) Availability or condition of the epost Connect service;
- c) Incompatibility between the sending and receiving equipment;
- d) Delay in transmission or receipt of the Offer;
- e) Failure of the Offeror to properly identify the Offer;
- f) Illegibility of the Offer;
- g) Security of Offer data; or,
- h) Inability to create an electronic conversation through the epost Connect service.

The Bid Receiving Unit will send an acknowledgement of the receipt of Offer document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of Offer document(s) and will not confirm if the attachments may be opened nor if the content is readable.

Offerors must ensure that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in epost Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.

2.3 Former Public Servant - Competitive - Offer

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; and,
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (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.

2.5 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 Ontario.

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.

2.6 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential offerors to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages offerors 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:
 - 1. Office of the Procurement Ombudsman (OPO)
 - 2. Canadian International Trade Tribunal (CITT)
- (c) Offerors should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Offerors should therefore act quickly when they want to challenge any aspect of the procurement process.

3 PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. The CPC Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. Canada requests that the Offeror provides its offer in separately sections as follows:

Section I: Technical Offer one (1) soft copy in PDF;

Section II: Financial Offer one (1) soft copy in PDF; and,

Section III: Certifications one (1) soft copy in PDF.

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

Canada requests that offerors follow the format instructions described below in the preparation of soft copy of their offer:

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

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

Section I: Technical Offer

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements, the Mandatory Technical Criteria in Annex G and how they will carry out the Work.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Annex F, Financial Evaluation Plan.

3.1.1 Electronic Payment of Invoices - Offer

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

If Annex E, 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

SACC Manual Clause [C3011T](#) (2013-11-06) Exchange Rate Fluctuation

Section III: Certifications

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

4 PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The Offeror must submit their technical offer in accordance with the Mandatory Technical Criteria in Annex G.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

The Offeror must submit their financial offer in accordance with the Financial Evaluation Plan in Annex F.

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offer and meet the Mandatory Technical Criteria and Mandatory Financial Criteria to be declared responsive. The responsive offer with the lowest Total Evaluation Price will be recommended for issuance of a standing offer.

5 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.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **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.

5.2 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.

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 Offeror 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 - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror 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-Labour's](https://www.canada.ca/en/employment-social-development/corporate/portfolio/labour/programs/employment-equity/federal-contractors/compliance-assessment.html) website (<https://www.canada.ca/en/employment-social-development/corporate/portfolio/labour/programs/employment-equity/federal-contractors/compliance-assessment.html>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 Canadian Content Certification

This procurement is limited to Canadian goods and Canadian services.
The Offeror certifies that:

Standing Offer No. - N° de l'offre à commandes F2599-220008/001/ML	Amd. No. - N° de la modif. 066ml.F2599-220008	Buyer ID - Id de l'acheteur 066ml CCC No./N° CCC - FMS No./N° VME
Client Ref. No. - N° de réf. du client F2599-220008	File No. - N° du dossier 066ml.F2599-220008	

() a minimum of 80 percent of the total price for the offer consist of Canadian goods and Canadian services as defined in paragraph 5 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.

5.2.3.2 Canadian Content Definition

SACC Manual clause A3050T (2020-07-01) Canadian Content Definition

6 PART 6 – INSURANCE REQUIREMENTS

6.1 Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex C.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

7 PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

7A STANDING OFFER

1. Offer

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

2. Security Requirements

There is no security requirement applicable to 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 (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

3.1 General Conditions

2005 (2022-01-28) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Standing Offers Reporting

3.2.1 Periodic Usage Reports: Standing Offer

The Offeror must compile and maintain records on its provision of goods ,services or both to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in annex entitled Annex D, Periodic Usage Reports. If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a quarterly to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1. first quarter: January 1 to March 31;
2. second quarter: April 1 to June 30;
3. third quarter: July 1 to September 30; and,
4. fourth quarter: October 1 to December 31;

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is The period will be from the date of Standing Offer to the end of 31st December, 2023.

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 two (2) additional periods of one (1) year 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 fifteen (30) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

4.3 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the standing offer.

4.4 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Standing Offer.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Daniel Durocher
Title: Supply Specialiste
Public Works and Government Services Canada
Defence and Marine Procurement Branch
Refit, Logistics and Small Vessel Construction Directorate

Place du Portage, Phase III, 6A2
11 Laurier Street
Gatineau, QC
K1A 0S5

Telephone: 873-455-3877
E-mail address: daniel.durocher@tpsgc-pwgsc.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, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

5.2 Project Authority for the Standing Offer

The Project Authority for the Standing Offer is:

CCG Integrated Technical Services (ITS), Marine Engineering
Canadian Coast Guard
200 Kent Street
Ottawa, ON
K1A 0E6
E-mail address: CCGHQMEcontracts@dfo-mpo.gc.ca

This is the e-mail address for CCG Headquarters Marine Engineering (CCG, HQ ME) contracts.

Please include the words "Electric and Electronic Work RISO" at the beginning of the subject line for any correspondence related to this RFSO.

The Project Authority is responsible for the management of the technical requirement and processes described within the Statement of Work of the Standing Offer. Overall issues or concerns with the RFSO's technical requirement and processes as defined in the Statement of Work (SOW) should be communicated to the Project Authority.

5.3 Technical Authority for the Call-up against a Standing Offer

The Technical Authority (TA) for the Call-up against a Standing Offer will be identified in the specific Call-up.

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Call-up and is responsible for all matters concerning the technical content of the Work under the Call-up. Technical matters regarding a specific Call-up should be discussed with the Technical Authority for the Call-up. Changes to the scope of the Work can only be made through an amendment to the call-up issued by the Identified User.

5.4 Offeror's Representative

Name:
Title:
Telephone:
E-mail address:

(The Standing Offer Authority will insert the Offeror's Representative information as specified by the Offeror in his Offer)

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: 2019-1](#) of the Treasury Board Secretariat of Canada.

Or not applicable.

7. Identified Users

The Identified Users authorized to place call-ups against the Standing Offer are:

- a) Superintendent of Marine Engineering, Integrated Technical Services Directorate, CCG;
- b) Deputy Superintendent Marine Engineering, Integrated Technical Service, CCG;
- c) Vessels Maintenance Manager, Marine Engineering, Integrated Technical Services Directorate, CCG;
- d) Chief Engineers of ships, Operational Services Directorate, CCG; and,
- e) Senior Marine Engineer, Marine Engineering, Integrated Technical Services Directorate, CCG.

8. Call-up Procedures

The Identified Users responsible for the ship will supply a general description of the malfunction and request a quote for Travel and Living expenses, if applicable, and the estimated arrival time to the site. If the Canadian Coast Guard wish to place an order, CCG will issue a call-up against a Standing Offer.

9. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - a) PWGSC-TPSGC 942, Call-up against a Standing Offer; and,
 - b) PWGSC-TPGSC 942-2 Call-up against a Standing Offer - Multiple Delivery.
3. An equivalent form or electronic call-up document which contains at a minimum the following information:
 - a) standing offer number;
 - b) statement that incorporates the terms and conditions of the Standing Offer;
 - c) description and unit price for each line item;
 - d) total value of the call-up;
 - e) point of delivery;
 - f) confirmation that funds are available under section 32 of the Financial Administration Act; and

- g) confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

10. Limitation of Call-ups

10.1 For the Identified Users

Individual call-ups against the Standing Offer for the Identified Users must not exceed:

- \$30,000.00 (Applicable Taxes included) for mix of Goods and Services.

10.2 For the Standing Offer Authority

Individual call-ups against the standing offer of more than \$30,000.00 (Applicable Taxes included) for mix of Goods and Services shall be authorized by the Standing Offer Authority.

11. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____, Applicable Taxes included, 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 Standing Offer Authority will insert the sum at standing offer award)

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 (2022-01-28) General Conditions - Standing Offers - Goods or Services;
- d) The Supplemental General Conditions 1029 (2018-12-06) Ship Repairs;
- e) The General Conditions 2029 (2022-01-28), General Conditions - Goods or Services (Low Dollar Value);
- f) Annex A, Statement of Work;
- g) Annex B, Basis of Payment;
- h) Annex C, Insurance Requirements;
- i) Annex D, Periodic Usage Reports; and
- j) The Offeror's offer dated _____ (The Standing Offer Authority will insert the date of Offer as specified by the Offeror in his Offer)

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.

13.2 Canadian Content Certification

SACC Manual Clauses M3060C (2021-05-20) Canadian Content Certification

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 _____.

(The Standing Offer Authority will insert the Province or territory as specified by the Offeror in his Offer).

15. Transition to an e-Procurement Solution (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

7B 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 provide the items and/or perform the work detailed in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

[2029](#) (2022-01-28) General Conditions - Goods or Services (Low Dollar Value) apply to and form part of the Contract.

(The Standing Offer Authority will insert the following clause if payment by credit cards is accepted by the offeror).

Section 12 Interest on Overdue Accounts, of 2029, General Conditions - Goods or Services (Low Dollar Value) will not apply to payments made by credit cards.

2.2 Supplemental General Conditions

[1029](#) (2018-12-06) Ship Repairs, apply to and form part of the Contract.

3. Term of Contract

3.1 Period of the Contract

The Work is to be performed in accordance with the call-up against the Standing Offer.

3.2 Delivery Date

Delivery 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: 2019-1](#) of the Treasury Board Secretariat of Canada.

Or not applicable

5. Payment

5.1 Basis of Payment – Firm Unit Price(s) and Rate(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the approved call-up against the Standing Offer, the Contractor will be paid a firm unit price(s) and rate(s), in accordance with the applicable provisions as set out in the Basis of Payment at Annex "B" as specified in the call up against Standing Offer. 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

5.2 Multiple Payments

SACC Manual Clause [H1001C](#) (2008-05-12) Multiple Payments

5.3 Discretionary Audit

SACC Manual clause [C0705C](#) (2010-01-11) Discretionary Audit

5.4 Prepaid Transportation Costs

SACC Manual Clause [C5201C](#) (2008-05-12) Prepaid Transportation Costs

5.5 Electronic Payment of Invoices – Call-up

(The Standing Offer Authority will insert the following text if the Offeror accepts electronic payment of invoices as specified by the Offeror in his Offer).

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

- a) Visa Acquisition Card;
- b) MasterCard Acquisition Card; and,
- c) Direct Deposit.

6. 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.

Each invoice must be supported by:

- a. a copy of the release document and any other documents as specified in the Contract; and,
 - b. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.
2. Invoices must be distributed as follows:
 - a) The original and one (1) copy must be forwarded to the address specified on the Call-up against Standing Offer for **certification and payment**; and,

- b) One (1) copy must be forwarded to be file to the Standing Offer Authority identified under the section entitled "Authorities" of the Standing Offer.

7. Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex C. 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. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

8. SACC Manual Clauses

[A9019C](#) (2011-05-16) Hazardous Waste Disposal
[B1501C](#) (2018-06-21) Electrical Equipment
[B7500C](#) (2006-06-16) Excess Goods
[D9002C](#) (2007-11-30) Incomplete Assemblies

9. Condition of Material

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the Standing Offer closing date.

The OEM parts and components must have a manufactured date of less than five (5) years from the date of the call-up against a Standing Offer. If this condition is not met, approval from CCG TA is required prior to a call-up against a Standing Offer.

10. Elastomeric material - hoses, rubber, adhesive compounds, etc.

The Contractor must ensure that Elastomeric item(s) will contain 75 percent of the authorized shelf life left at the time of the Call-up against a Standing Offer.

11. Packaging

The packaging must adequately secure the parts and components during transport and handling.

Each packaging (pallet unit or despatch carton) must be marked using a shipping label that can resist and remain attached during transport and handling.

Each packaging must contain a packing slip that must contain, but not limited to, the following:

- a) name and address of the Shipper;
- b) name and address of the recipient;
- c) a packing slip number;
- d) an itemized list of the contents;
- e) Order date;
- f) Order / Call-up against a Standing Offer number; and,
- g) the Attention to_____ (name and position title identified in the Call-up against a Standing Offer).

12. Inspection and Acceptance

The Technical Authority for the call-up against a Standing Offer is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

13. Limitation of Contractor's Liability for Damages to Canada

13.1 Limitation of Contractor's Liability for Damages to Canada, for Ship Repairs onboard Vessels

1. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees.
2. Whether the claim is based in contract, tort (including negligence), or another cause of action, the Contractor's liability for all damages suffered by Canada caused by the Contractor's performance of or failure to perform the Contract is limited to \$10 million per incident or occurrence to an annual aggregate of \$10 million for losses or damage caused in any one year of carrying out the Contract, each year starting on the date of coming into force of the Contract or its anniversary. This limitation of the Contractor's liability does not apply to:
 - a. any infringement of intellectual property rights;
 - b. any breach of warranty obligations; or,
 - c. any liability of Canada to a third party arising from any act or omission of the Contractor in performing the Contract.
3. Each Party agrees that it is fully liable for any damages that it causes to any third party in connection with the Contract, regardless of whether the third party makes its claim against Canada or the Contractor. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada for that amount.
4. The Parties agree that nothing herein is intended to limit any insurable interest of the Contractor nor to limit the amounts otherwise recoverable under any insurance policy. The Parties agree that to the extent that the insurance coverage required to be maintained by the

Contractor under this Contract or any additional insurance coverage maintained by the Contractor, whichever is greater, is more than the limitations of liability described in sub article 2, the limitations provided herein are increased accordingly and the Contractor shall be liable for the higher amount to the full extent of the insurance proceeds recovered.

5. If, at any time, the total cumulative liability of the Contractor for losses or damage suffered by Canada caused by the Contractor's performance of or failure to perform the Contract, excluding liability described under subsection 2(a), (b), and (c) exceeds \$10 million, either Party may terminate the Contract by giving notice in writing to the other Party and neither Party will make any claim against the other for damages, costs, expected profits or any other such loss arising out of the termination, but no such termination or expiry of the Contract shall reduce or terminate any of the liabilities that have accrued to the effective date of the termination.
6. The date of termination pursuant to this Article, shall be the date specified by Canada in its notice to terminate, or, if the Contractor exercises the right to terminate, in a notice to the Contractor from Canada in response to the Contractor's notice to terminate. The date of termination shall be in Canada's discretion to a maximum of 12 months after service of the original notice to terminate served by either Party pursuant to sub article 5, above.
7. In the event of a termination under this Article, the Contract will automatically remain in force subject to all of the same terms and conditions until the date of termination and the Contractor agrees that it will be paid in accordance with the applicable provisions as set out in the Contract and that the Contractor's liability remains as specified in sub articles 1 through 4 above.
8. Nothing shall limit Canada's other remedies, including Canada's right to terminate the Contract for default for breach by the Contractor of any of its obligations under this Contract, notwithstanding that the Contractor may have reached any limitation of its liability hereunder.

13.2 Limitation of Contractor's Liability for Damages to Canada, for Parts and Services other than Ship Repairs onboard Vessels

1. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees.
2. Whether the claim is based in contract, tort, or another cause of action, the Contractor's liability for all damages suffered by Canada caused by the Contractor's performance of or failure to perform the Contract is limited to the value of the contract resulting from a call-up against a Standing Offer. This limitation of the Contractor's liability does not apply to:
 - a) any infringement of intellectual property rights; or,
 - b) any breach of warranty obligations.
3. Each Party agrees that it is fully liable for any damages that it causes to any third party in connection with the Contract, regardless of whether the third party makes its claim against Canada or the Contractor. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada for that amount.

Standing Offer No. - N° de l'offre à commandes
F2599-220008/001/ML
Client Ref. No. - N° de réf. du client
F2599-220008

Amd. No. - N° de la modif.
File No. - N° du dossier
066ml.F2599-220008

Buyer ID - Id de l'acheteur
066ml
CCC No./N° CCC - FMS No./N° VME

14. 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](#)".

Standing Offer No. - N° de l'offre à commandes
F2599-220008/001/ML
Client Ref. No. - N° de réf. du client
F2599-220008

Amd. No. - N° de la modif.
File No. - N° du dossier
066ml.F2599-220008

Buyer ID - Id de l'acheteur
066ml
CCC No./N° CCC - FMS No./N° VME

ANNEX A

STATEMENT OF WORK

FOR ELECTRICAL AND ELECTRONICAL WORK

FOR THE VESSELS OF THE CANADIAN COAST GUARD

1.0 Scope

The Contractor must provide to the Canadian Coast Guard (CCG) - Central Region, marine troubleshooting and marine repair services in relation to the electrical / electronic and electromechanical systems such as but not limited to systems in Appendix 1 on an as-and-when-requested basis.

The Contractor must provide services at the bases/warehouses across and at the Contractor's facilities, and onboard the CCG vessels at the following Geographic Region/Area:

a) **Geographic Region/Area**

Central Region, West geographical area – Province of Ontario service areas covered under this Standing Offer extends from the western port of Kenora in Ontario to the eastern port of Prescott in Ontario.

b) **Service areas**

i. **Principle service areas:**

1. Port of Sarnia;
2. Port of Burlington;
3. Port of Prescott; and,
4. Port of Parry Sound.

ii. **Other potential service areas are as follows:**

1. Amherstburg, Ontario;
2. Cobourg, Ontario;
3. Goderich, Ontario;
4. Kenora, Ontario;
5. Kingston, Ontario;
6. Meaford, Ontario;
7. Port Dover, Ontario;
8. Port Weller, Ontario;
9. Sault Ste. Marie, Ontario;
10. Thunder Bay, Ontario; and,
11. Tobermory, Ontario.

Service may be required for Canadian Coast Guard Vessels at other locations in the province of Ontario.

The Contractor must supply all parts, labour, material, equipment, tooling, facilities, technical, engineering and administrative services necessary to complete the Work, as required.

1.1 Exclusions

This Standing Offer cannot be used to:

1. Purchase for systems and equipment listed in Appendix 1 to support future vessel constructions;
2. Purchase for systems and equipment listed in Appendix 1 that exceeds \$25,000 (including applicable taxes) to replace or upgrade an existing equipment of same form fit and function.

2.0 Requirement

The Contractor must deliver marine troubleshooting and marine repair services in relation to the electrical and/or electronic control systems described in Appendix 1 on an as-and-when-requested basis.

3.0 Services

3.1 Services - Mobile Repair Party

The Contractor must provide a team with a minimum of two (2) Service Technicians and one (1) Service Engineer, who will supply Mobile Repair Party (MRP) services for systems and equipment as described in Appendix 1, as requested in the call-up against a Standing Offer. The Contractor's personnel, with their main responsibilities are as follows:

- (1) Service Technicians; and,
- (2) Service Engineer.

3.1.1. Service Technicians

The main responsibilities of the Service Technicians are as follows:

- a) Perform basic supporting tasks (e.g. cleaning, lifting, moving, and protecting components) in accordance with instructions;
- b) Record the measurement data on the relevant document;
- c) Perform minor to major overhauls and complex repairs on assemblies on site under supervision of Service Engineer;
- d) Perform Field Service activities under supervision of Service Engineer according to the work plan;
- e) Ensure that the work is executed according to OEM Quality, Health, Safety, and Environmental guidelines and customer site procedures;
- f) Perform Field Service activities according to the work plan;
- g) Perform complex and advanced troubleshooting on specific equipment or equipment family;
- h) Perform installation and pre-commissioning checks and activities;
- i) Perform commissioning activities and handing the equipment over to the customer and/or shipyard;
- j) Act as system commissioning engineer and may lead the related commissioning activities;
- k) Lead and manage assigned team and related activities during the work execution;
- l) Interact with customers during the work execution (e.g. conducting introduction meeting);
- m) Perform internal and external progress status of the assigned work;
- n) Create the Service Work Reports;
- o) Ensure that the work is executed according to OEM Quality, Health, Safety and Environmental guidelines and customer site procedures;
- p) Proactively advise and promote available products and solutions to customers;
- q) Perform switchboards Instrumentation and control fault finding;
- r) Perform gauge testing and calibration;
- s) Perform main breaker primary and secondary current injection testing / report;
- t) Perform insulation resistance testing / report; and,
- u) Calibrate and certify meter annually.

3.1.2 Service Engineer

The main responsibilities of the Service Engineer are as follows:

- a) Perform Field Service activities according to the work plan;
- b) Interact with customers during the work execution;
- c) Create the Service Work Reports;
- d) Record the measurement data on the relevant document;
- e) Perform overhauls and repairs on assemblies on site;
- f) Perform general troubleshooting on equipment families;
- g) Lead a small assigned team and related activities during the work execution;
- h) Perform internal and external progress status of the assigned work;
- i) Ensure that the work is executed according to OEM Quality, Health, Safety and Environmental guidelines, and customer site procedures;
- j) Advise solutions to customers.
- k) Perform arch flash study / short circuit calculations;
- l) Perform breaker coordination studies;
- m) Perform load schedule / calculations;
- n) Perform feasibility study;
- o) Perform single-line diagram modifications and red line drawings;
- p) Perform harmonic study;
- q) Perform protective relay study;
- r) Maintain vessel power management systems;
- s) Perform sizing of major equipment;
- t) Prepare cable schedules;
- u) Perform cable transits and penetrations surveys;
- v) Perform corrective design solutions; and,
- w) Prepare specification development and technical writing.

3.2 Services - Repairs at Contractor's Facilities

The Contractor must provide certified employees that are required for diagnostic/repair/overhaul of equipment at the Contractor's facilities.

3.3 Parts

The Contractor must provide consumables/ electrical installation materials, and be able to have low cost parts to be added to the service work if required. For all other parts, the Coast Guard understands that a separate PO needs to be generated, and up to three (3) local electrical parts suppliers must be contacted and then the parts will arrive. A decision will then be made if a second call up is required if the parts need to get installed by the Contractor, if the ship's crew/ engineer onboard cannot complete the work themselves.

4.0 Service Call

The Contractor's Service Technicians and/or Service Engineer shall be on site within 24 hours after notification and within six (6) hours, for an urgent service request at the Port of Sarnia, Port of Burlington, Port of Prescott, and Port of Parry Sound. However the Contractor may be required on shorter notice at the same quoted price.

The Contractor must be available to work overtime outside regular working hours, from Monday to Friday, as well as on Saturday and Sunday, and holidays. Regular working hours is define to be between 7:00 and 19:00 Eastern Time.

5.0 Service Reports

The Contractor must provide Service Technicians and Service Engineer who will supply Mobile Repair Party or Service Call; or Employees who will supply Repair at Contractor's Facilities services for systems as described in Appendix 1, as per the call-up against a Standing Offer. The Contractor must complete a Service Work Report as part of their service.

A Service Work Report must be completed for each call-up against a Standing Offer, in the preferred language of the client, and must include but not limited to the following information:

- a) The date and time the repair request was made;
- b) The brand, model and serial number and system description;
- c) The name of the person who made the call and his or her telephone number;
- d) The description of the malfunction or reason for the work being conducted;
- e) The findings of the work conducted;
- f) Test procedures and sheets applicable for each type of equipment;
- g) The date and time of the start and the end of the work, as well as the number of hours for each working day;
- h) The list of all parts replaced or installed;
- i) The name of the Contractor's Representative and the service desk where he or she works;
- j) The name (printed) and signature of the Technical Authority who certifies inspection and acceptance of the Work;
- k) All extra Work done on the equipment must be included in the Service Work Report; and,
- l) Provide photos to illustrate the work conducted, including showing any failed components.

The Service Work Report must be delivered to the Technical Authority (TA) on the call-up against a Standing Offer for acceptance no later than five (5) working days following the completion of the Work.

6.0 Technical Investigation and Engineering Support (TIES)

The Contractor must conduct Technical Investigation and Engineering Support (TIES) related to the equipment from OEM and from companies for which OEM is the sole representative in Canada. The Service Engineer is the only service level that can execute TIES.

7.0 References / Standards

The Contractor's parts and services including any Sub-Contractors must conform to the following references / standards, as applicable:

- a) OEM parts and service manual;
- b) OEM, R&O Rebuilt Specifications – latest version for the related equipment;
- c) OEM Test procedures and sheets applicable for the related equipment;
- d) Canada Shipping Act 2001 and subsequent regulations;
- e) TP 127E Ships Electrical Standards Rev 03 May 2018;
- f) TP 1332E Construction Standards for Small Vessels 2010 April Edition;
- g) Rules of a recognized Classification Society;

- h) ISO 10005:2005 "Quality management systems - Guidelines for quality plans" or equivalent;
- i) CCG Fleet Safety Manual (FSM) – DFO/5737, latest edition, applicable sections for the related equipment or Work;
- j) TCMS (Transport Canada Marine Safety) – Publications <http://www.tc.gc.ca/eng/marinesafety/tp-menu-515.htm> ; and,
- k) IEEE Std 45 2002 Recommended Practice for Electrical Installations on Shipboard
<https://standards.ieee.org/findstds/standard/45-2002.html>

8.0 Technical Bulletins

The Contractor must supply all technical bulletins, service letters, manual updates, equipment change notices, and service reports to the CCG, Marine Engineering document control inbox at the following email address: CCGMEDOCCONTROL.XNAT@dfo-mpo.gc.ca.

9.0 Codes, Rules and Regulations

9.1 Canadian Labor Code, Rules and Regulations

The Contractor and any Subcontractors have the responsibility to perform the work in accordance with applicable codes, rules and regulations and in accordance with the Canadian Labor Code.

9.2 Maritime Occupational Health and Safety Regulations

The Contractor and any Subcontractors have the responsibility to perform the work in accordance with Maritime Occupational Health and Safety Regulations.

10.0 Occupational Safety

The Contractor must follow the Occupational Health and Safety procedures of the Fleet Safety Manual. Relevant sections will be made available as per the specific call-up and will be provided as applicable to the work required under the specific contract:

- a. Contractor's personnel may be required to move around the deck and the inside of the hull of Canadian Coast Guard vessels. They may be requirements to use the steep steps, and short ladders, move in cramped spaces that can normally be found on the same vessels.
Contractor's personnel may be required to work in confined areas but not closed spaces;
- b. The Contractor's personnel must be capable of undertaking work that may require significant physical effort and working in difficult climatic conditions;
- c. The Contractor's personnel may be exposed to trace quantities of cleaning fluids, light oils, and fresh paint that can be expected to be found on a ship during normal dry docking and ship operation activities;
- d. Before the beginning of service, a representative of the Canadian Coast Guard will provide a safety briefing detailing the procedures to be followed and potential hazards for the work site the Contractor's personnel will be using; and,

- e. The Canadian Coast Guard requires the use of the "Lock-out Tag-out system" in order to isolate and render inoperative systems and machinery to be worked on.

11.0 Special Tools and Test Equipment

For service calls, the Contractor must coordinate with CCG at the time of the call-up to confirm whether special tools and/or test equipment are required for the Work and whether or not CCG has the necessary items on-site. If not, the Contractor will take appropriate measures to ensure the necessary special tools and/or test equipment are available by the time the Work is to be performed:

11.1 Rolling Stock, Inventory and Tools

The Contractor must have the necessary Rolling Stock, Inventory and Tools required to perform the Service calls required in the call-up against a Standing Offer.

11.2 Hot Work

- a. Before performing any hot work on a ship, the Contractor must have a hot work permit for each hot work task; and,
- b. The Contractor's work team leader must receive authorization from the officer in charge of the ship before undertaking hot work.

12.0 Language Requirements

The Contractor must provide all documentation / services in the English language, unless otherwise requested by CCG in Quebec at time of the specific call-up for the vessels operated in the French language. If French services or documentation are not available for a particular request, this should be noted at the time of the specific call-up against a Standing Offer.

13.0 Restricted Areas

The Contractor must not use the following areas except to perform work as required by the specifications: all cabins, offices, workshops, Engineers' office, Wheelhouse, Control Room, all washrooms, Galley, Mess Rooms, Lounge areas and any other areas restricted by signage.

The Contractor must give the TA 24 hours advance notice prior to working in any accommodation areas or office spaces. This will allow CCG adequate time to move personnel and secure the areas.

Appendix 1 to Annex A – Statement of Work

List of Systems

1. CCG ships are equipped with various electrical / electronic and electromechanical systems such as but not limited to the following list:

a. Marine Electrical motor start-up controls:

- (1) Conventional starter with switch;
- (2) A current-limiting electronic starter;
- (3) Soft Start;
- (4) Electronic speed controller; and,
- (5) Variable Frequency Drive (VFD).

b. Marine Electro-hydraulic systems:

- (1) Rudder control;
- (2) Deck crane control; and,
- (3) Fishing/scientific equipment control.

c. Marine Automated control systems:

- (1) Tank drain system;
- (2) Sanitation systems;
- (3) Electrically operated pumping systems; and,
- (4) Vessel alarm and monitoring systems.

d. Marine Propulsion control systems:

- (1) Electric or wire-control clutch system;
- (2) Wire-control or electro-hydraulic propeller control system; and,
- (3) Electro-mechanical or electronic engine speed control system.

e. Marine Electrical distribution systems:

- (1) General circuit breakers and controls; and,
- (2) Main Switchboards.

f. Marine Battery and charging systems:

- (1) Battery chargers;
- (2) Battery terminal busbars; and,
- (3) Battery switches, and isolators.

ANNEX B

BASIS OF PAYMENT

1.0 Introduction

During the period of the Standing Offer for OEM parts, MRP or Service Call services and / or Work performed at Contractor's facilities IAW the call-up against a Standing Offer, the Contractor will be paid for work accepted by CCG Technical Authority for the call-up against a Standing Offer named in section 5.3 of Part A.

1.1 Rates / Prices for the Standing Offer

1.2 Prices for OEM Parts

Materials, replacement parts and spare parts

The Contractor will be paid the net laid-down cost of materials and replacement parts to which will be added a mark-up of 10 percent, plus Applicable Taxes.

1.3 Working Hours

The In-house / Onshore normal working hours per day for Contractor's personnel, shall be deemed to be eight (8) hours of any day during which they are actually engaged in the performance of the Services between 07:00 hrs and 17:00 hrs.

1.4 Travel time and Kilometric charges

Travel time and mileage charges for a service call will be invoiced from the Contractor's service facility nearest to the Canadian Coast Guard place of work or hotel when on travel status, as indicate in the offer, or the location of mobile repair unit, whichever is the shortest distance.

1.5 Ferry charges

The Contractor will be reimbursed for the authorized ferry charges reasonably and properly incurred in the performance of the Work, at cost, without provisions for Administrative overhead or profit.

1.6 Travel and living expenses

There will be no travel time or travel and living expenses for services rendered within a radius of 20 kilometers from the Contractor's designated place of work as specified in Annex "A". For services rendered outside a 20 kilometer radius from the Contractor's designated place of work as specified in Annex "A", the contractor will be paid for the actual travel time in accordance with the hourly rates specified in this annex.

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the National Joint Council Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Project Authority for the Call up Against Standing Offer.

All payments are subject to verification by the government.

2. Transportation of components costs

2.1 Transportation costs of components will be determined as follows:

- a. For a pick-up size vehicle The Contractor shall provide a fixed transportation rate, round trip, for the transport of components between the contractor's shop and ships.
- b. Transportation costs for a vehicle bigger than a pick-up
 For transportation cost for vehicles larger than a pick-up truck the Net laid-down cost of transport to which will be added a mark-up of 10 percent, plus Applicable Taxes.

The Project Authority may change the mode of transport at its discretion.

3. Labor Rates

3.1 Definition of Labour Rates

The labour rates are all inclusive labour rates which include but, all overhead, general administrative costs and profit.

The labour rates do not include the cost of travel and living expenses.

The Contractor will be paid firm hourly rates and fixed rates as follows:

(The Standing Offer Authority will insert the Offeror's financial information as specified by the Offeror in his Offer, at standing offer award)

Hourly Labor Rate for Regular Time			
	Hourly Labor Rate		
Trade	Initial Contract Period SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025
Service Technicians	\$	\$	\$
Service Technicians on Standby	\$	\$	\$
Labourer or Apprentice	\$	\$	\$
Labourer or Apprentice on Standby	\$	\$	\$
Service Engineer	\$	\$	\$

Hourly Labor Rate for Time and one half Overtime			
	Hourly Labor Rate		
Trade	Initial Contract Period SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025
Service Technicians	\$	\$	\$
Labourer or Apprentice	\$	\$	\$
Service Engineer	\$	\$	\$

Hourly Labor Rate for Double Time Overtime			
	Hourly Labor Rate		
Trade	Initial Contract Period SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025
Service Technicians	\$	\$	\$
Labourer or Apprentice	\$	\$	\$
Service Engineer	\$	\$	\$

4.0 Subcontracting

For subcontracting services, the Contractor will be paid the net laid-down cost plus the following mark-up:

Description	Initial Contract Period SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025
Subcontracts Mark-up	10%	10%	10%

ANNEX C

INSURANCE REQUIREMENTS

a. Commercial General Liability Insurance

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 Worker's 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; and
 - l) Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.

b. Ship Repairers' Liability Insurance

1. The Contractor must obtain Ship Repairers' 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 \$10,000,000 per accident or occurrence and in the annual aggregate.
2. The Ship Repairers' Liability insurance 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada;
- b) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Department of Fisheries and Oceans, Canadian Coast Guard and Public Works and Government Services Canada for any and all loss of or damage to the vessel, however caused;
- c) 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;
- d) 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; and
- 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.

c. Additional Insurance

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.

Standing Offer No. - N° de l'offre à commandes
F2599-220008/001/ML
Client Ref. No. - N° de réf. du client
F2599-220008

Amd. No. - N° de la modif.
File No. - N° du dossier
066ml.F2599-220008

Buyer ID - Id de l'acheteur
066ml
CCC No./N° CCC - FMS No./N° VME

ANNEX D

PERIODIC USAGE REPORTS

Contractors must report on a quarterly basis on the call-up/contract activities. Such reports may contain, but are not limited to, the following information:

- a) the standing offer number;
- b) the Contractor name;
- c) the reporting period;
- d) the call-up/contract number for each call-up/contract, including amendments;
- e) the client department;
- f) the contracting authority;
- g) the date of the call-up/contract;
- h) the call-up/contract period;
- i) the line items acquired; and,
- j) the value of the call-up/contract, Goods or Services Tax/Harmonized Sales Tax included, as applicable.

Standing Offer No. - N° de l'offre à commandes F2599-220008/001/ML	Amd. No. - N° de la modif. 066ml.F2599-220008	Buyer ID - Id de l'acheteur 066ml CCC No./N° CCC - FMS No./N° VME
Client Ref. No. - N° de réf. du client F2599-220008	File No. - N° du dossier 066ml.F2599-220008	

ANNEX "E" to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

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

- VISA Acquisition Card;
- MasterCard Acquisition Card; and,
- Direct Deposit (Domestic and International).

ANNEX "F" **FINANCIAL EVALUATION PLAN**

1.0 Financial Evaluation Plan

1.1 Financial Evaluation Criteria

The Offeror must complete one (1) financial offer presentation sheet. In order to be responsive all the boxes provided for rates or costs of the financial evaluation form must be properly filled in. The financial evaluation criteria are described below:

1.2 Financial Evaluation

The Offeror must submit their hourly rates and firm prices for the initial 12 month period and option periods 1 and 2, each for a period of 12 months, in accordance with this Annex. The Standing Offer Authority will transfer the fixed rates and prices to Annex B, for the successful offer, at standing offer issue.

The "calculation area" for travel time and distance in kilometers are mandatory and must be addressed. The Google Map " Software" will be used to determine the travel time and distance in kilometers between the Offeror's Service Facilities to all ports where Canadian Coast Guard ships are located. It is acceptable to use the administration offices of the ports for Google Map calculations.

The Offeror must complete the financial evaluation criteria in relation to the Offeror's staff, rolling stock and tools based within the geographical area that the Offeror is submitting an offer. If the Offeror must use resources (personnel, equipment or tools) that are based outside of the geographic area for which he is making an offer in order to perform service calls on a regular basis, the Offeror must clearly identify, in his submission the: resource description, address where the resources are based and the frequency with which they are required. The evaluation of travel time and distance in kilometers for the Mobile repair unit with resources that are based outside of the geographical area must be represented in the calculation area of travel time and distance in kilometers.

1.3 Validation of the travel time and distance in kilometers from the Offeror's facilities to client's service site.

The validation tool for the travel time and distance in kilometers with Google Map. The address of the Offeror's Facilities to the service sites will be inserted in this Annex. Google Map's Automatic path will not be modified. The Google map data for travel time and kilometers from the offeror's mobile repair base / office to the ports will be inserted in Table T4. The distance in kilometers will be recorded column " A " of the table in the corresponding line for the service destination. The Standing Offer Authority reserves the right to verify the data at his discretion.

1.4 Levels of Effort

These levels of effort are only estimations for the financial evaluation only and are not to be considered in any way as a commitment from Canada.

2. Responsive Financial Offer

In order to be responsive, a financial offer must have hourly rates and prices properly inserted in all the appropriate boxes of the financial evaluation. The Offeror must provide hourly rates for MRP or Service Call services and / or Work performed at Contractor's facilities.

The labour rates are all inclusive labour rates which include but, all overhead, general administrative costs and profit.

Hourly Labor Rate for Regular Time				
Trade	Hourly Labor Rate			Evaluation Calculation
	A	B	C	
	Initial Contract from SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025	Subtotal (A+B+C)=
Service Technicians	\$	\$	\$	\$
Service Technicians on Standby	\$	\$	\$	\$
Labourer or Apprentice	\$	\$	\$	\$
Labourer or Apprentice on Standby	\$	\$	\$	\$
Service Engineer	\$	\$	\$	\$
T1	Total Evaluation Calculation Hourly Labor Rate for Regular Time			\$

Hourly Labor Rate for Time and one half Overtime				
Trade	Hourly Labor Rate			Evaluation Calculation
	A	B	C	
	Initial Contract from SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025	Subtotal (A+B+C)=
Service Technicians	\$	\$	\$	\$
Labourer or Apprentice	\$	\$	\$	\$
Service Engineer	\$	\$	\$	\$
T2	Total Evaluation Calculation Hourly Labor Rate for Time and one half Overtime			\$

Hourly Labor Rate for Double Time Overtime				
Trade	Hourly Labor Rate			Evaluation Calculation
	A	B	C	
	Initial Contract from SO Award to 31-12-2023	Option Period 1 01-01-2024 to 31-12-2024	Option Period 2 01-01-2025 to 31-12-2025	Subtotal (A+B+C)=
Service Technicians	\$	\$	\$	\$
Labourer or Apprentice	\$	\$	\$	\$
Service Engineer	\$	\$	\$	\$
T3	Total Evaluation Calculation Hourly Labor Rate for Double Time Overtime			\$

2.1 Total Evaluation Calculation for Travel cost

Google map kilometers from offeror's mobile repair unit to ports.

Table T4

Address of mobile repair unit and Postal Code	Principle service areas	A Two Way KM	B Ontario KM rate (NJC)	C Frequency of Service frequency	Subtotal A x B x C=
	Canadian Coast Guard, 867 Lakeshore Road, Burlington, ON L7S 1A1		0.625	(85%)	\$
	Canadian Coast Guard, 28 Waubeek Street Parry Sound, ON P2A 1B9		0.625	(5%)	\$
	Canadian Coast Guard 401 King Street West Prescott, ON K0E 1T0		0.625	(5%)	\$
	Canadian Coast Guard 370 Dalhousie St- Amherstburg, ON N9V 1X3		0.625	(5%)	\$
T4	Total Evaluation Calculation for Travel cost				\$

3. Total Evaluation Price

Item	Description	Prices
T1	Total Evaluation Calculation Hourly Labor Rate for Regular Time	\$
T2	Total Evaluation Calculation Hourly Labor Rate for Time and one half Overtime	\$
T3	Total Evaluation Calculation Hourly Labor Rate for Double Time Overtime	\$
T4	Total Evaluation Calculation for Travel cost	\$
Total Evaluation Price		\$

The full legal name of the Offeror: _____

Complete contact information of the company's representative responsible for the proposal:

Signed: _____ **Date:** _____

ANNEX "G"

Mandatory Technical Criteria

1.0 Mandatory Technical Criteria Presentation

The Offeror must complete one (1) mandatory technical criteria offer presentation sheet. Mandatory technical criteria M.1 to M.6 must be addressed in order to be technically compliant. The Offeror must submit the supporting documentation required in accordance with this requirement. The mandatory technical criteria are described at paragraph 2.0 of this annex.

2.0 Mandatory Technical Criteria

In order to properly demonstrate compliance the Offeror must provide. The Offeror must provide a copy of full details of where, when (month and year), the category of equipment, systems repaired (manufacturer and model) and provide a brief description of the work performed and include the information in their offer for evaluation. The Offeror must complete the mandatory technical criteria in relation to Offeror's staff, rolling stock and tools that are based within the geographical area being offered. If the Offeror must use resources (personnel, equipment or tools) that are based outside of the geographic area for which he is offering to perform service calls on a regular basis; the Offeror must clearly identify in its offer the description of the resources, address where the resources are based and the frequency with which they are required.

- M.1 The Offeror must propose a team with a minimum of two (2) Service Technicians and one (1) Service Engineer IAW SOW Section 3.1.
- M.1.1 One of the two (2) proposed Service Technicians must be Red Seal Endorsement 309A Licenced Electrician - Construction and Maintenance or equivalent accepted by the CCG; and must possess a minimum of five (5) years of demonstrated experience in ship repair including within the last ten (10) years. The Offeror must provide a copy of Red Seal Endorsement 309A Licenced Electrician - Construction and Maintenance or equivalent accepted by the CCG.
- M.1.2 One of the two (2) proposed Service Technicians must be Instrumentation Technician; and must possess a minimum of five (5) years of demonstrated experience in ship repair including trouble shooting within the last ten (10) years.
- M.1.3 The Service Engineer must possess a Certification of Service Engineer or equivalent accepted by the CCG; and must possess a minimum of five (5) years of demonstrated experience in marine electrical engineering within the last ten (10) years.
- M.2 Each proposed Service Technician must possess a minimum of one (1) year of demonstrated experience within the last five (5) years with at least two (2) of the following six (6) topics; and together they must meet each of following six (6) topics:
 - a. Marine Electrical motor start-up controls;
 - b. Marine Electro-hydraulic systems;
 - c. Marine Automated control systems;
 - d. Marine Propulsion control systems;
 - e. Marine Electrical distribution systems; and,
 - f. Marine Battery and charging systems.
- M.3 The Offeror must provide a copy of Certification of the Service Engineer or equivalent accepted by the CCG. The Service Engineer, must possess a minimum of one (1) year of demonstrated experience within the last five (5) years with each of the following three (3) responsibilities:

- a) Perform arch flash study / short circuit calculations;
- b) Perform breaker coordination studies; and,
- c) Perform load schedule / calculations.

M.4 The Offeror must provide one (1) example of a detailed Service Report that must address each of the following topics:

- a. The date and time the repair request was made;
- b. The brand, model and serial number and system description;
- c. The name of the person who made the call and his or her telephone number;
- d. The description of the malfunction or reason for the work being conducted;
- e. The findings of the work conducted;
- f. Test procedures and sheets applicable for each type of equipment;
- g. The date and time of the start and the end of the work, as well as the number of hours for each working day;
- h. The list of all parts replaced or installed;
- i. The name of the Contractor's Representative and the service desk where he or she works;
- j. The name (printed) and signature of the Technical Authority who certifies inspection and acceptance of the Work;
- k. All extra Work done on the equipment must be included in the Service Work Report; and,
- l. Provide photos to illustrate the work conducted, including showing any failed components.

M.5 The Offeror must provide must provide a minimum of two (2) references, with names, positions, emails and descriptions of satisfactory Government Marine Projects in delivering marine troubleshooting and marine repair services in relation to the electrical and/or electronic control systems in Appendix 1 to Annex "A" within the last five (5) years IAW SOW section 2.

M.6 The Offeror must demonstrate that it has the Rolling Stock, Inventory and Tools required IAW SOW section 11.1 to perform service calls for delivering marine troubleshooting and marine repair services in relation with various electrical / electronic and electromechanical systems in Appendix 1 to Annex "A".