

**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**

National Master Standing Offer (NMSO)
Offre à commandes principale et nationale (OCPN)

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
Industrial Vehicles & Machinery Products Division
11 Laurier St./11, rue Laurier
7B1, Place du Portage, Phase III
Gatineau
Québec
K1A 0S5

Title - Sujet NMSO Signage and Related Services	
Solicitation No. - N° de l'invitation E60HS-130001/C	Date 2015-04-02
Client Reference No. - N° de référence du client E60HS-130001	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HS-610-67091
File No. - N° de dossier hs610.E60HS-130001	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-04-28	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée	
Address Enquiries to: - Adresser toutes questions à: Reynolds, Kevin	Buyer Id - Id de l'acheteur hs610
Telephone No. - N° de téléphone (819)956-3996 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Precise dans les presentes.	
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

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- Annex F** Samples
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PART 1 - GENERAL INFORMATION

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: includes the certifications to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
 - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
 - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

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

2. Summary

This requirement is to establish a National Master Standing Offer (NMSO) for the supply of signage and related services in accordance with all of the attached Annexes for the period from the date of issuance of the standing offer to October 31, 2016.

The Offeror must supply signage and related services to departments and agencies of the Government of Canada across the country, including to locations only within Comprehensive Land Claims Agreements (CLCA's), on an as-and-when requested basis.

In the event that no Standing Offer is issued pursuant to solicitation number E60HS-130001/C, Canada reserves the right to make call-ups on Standing Offers issued as a result of solicitation number E60HS-130001/A for delivery requirements to locations within CLCA's.

As per the Integrity Provisions under section 01 of Standard Instructions 2006 and 2007, offerors must provide a list of all owners and/or Directors and other associated information as required. Refer to section 4.21 of the Supply Manual for additional information on the Integrity Provisions.

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For services requirements, Offerors must provide the required information as detailed in article 3 of Part2 of the Request for Standing Offers (RFSO), in order to comply with Treasury Board policies and directives on contracts awarded to former public servants.

This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business, see [Annex 9.4](#) of the *Supply Manual*.

This procurement is set aside from the international trade agreements under the provision each has for set-asides for small and minority businesses.

Further to Article 1802 of the Agreement on Internal Trade (AIT), AIT does not apply to this procurement.

3. 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.

PART 2 - OFFEROR INSTRUCTIONS

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.

The 2006 (2014/09/25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 05.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: Offers will remain open for acceptance for a period of not less than sixty (60) days from the closing date of the RFSO

Insert: Offers will remain open for acceptance for a period of not less than one hundred twenty (120) calendar days from the closing date of the RFSO

1.2 Basis for Canada's Ownership of Intellectual Property

Public Works and Government Services Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting standing offer will belong to Canada, on the following grounds: where the material developed or produced consists of material subject to copyright, with the exception of computer software and all documentation pertaining to that software.

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 on page 1 of the Request for Standing Offers.

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

3. Former Public Servants

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. n 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:

name of former public servant;

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: 2012-2 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:

name of former public servant;

conditions of the lump sum payment incentive;

date of termination of employment;

amount of lump sum payment;

rate of pay on which lump sum payment is based;

period of lump sum payment including start date, end date and number of weeks;

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

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

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 questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

5. Applicable Laws

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

6. Improvement of Requirement During Solicitation Period

Should Offerors consider that the Statement of Work contained in the Request for Standing Offer could be improved technically or technologically, offerors are invited to make suggestions, in writing, to the Standing Offer Authority named in the Request for Standing Offer. Offerors must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular offeror will be given consideration provided they are submitted to the Standing Offer Authority at least seven (7) calendar days before the Request for Standing Offers closing date. Canada will have the right to accept or reject any or all suggestions.

7. List of Proposed Subcontractors

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If the offer includes the use of subcontractors, the Offeror agrees, upon request from the Standing Offer Authority, to provide a list of all subcontractors including a description of the things to be purchased, a description of the work to be performed and the location of the performance of that work. The list should not include the purchase of off-the-shelf items, software and such standard articles and materials as are ordinarily produced by manufacturers in the normal course of business, or the provision of such incidental services as might ordinarily be subcontracted in performing the Work.

8. Samples

After issuance of the standing offer, the successful Offeror will be required to provide one (1) Signage Proposal sample and one (1) Prohibition Sign sample in accordance with Annex F - Samples, to the Technical Authority for acceptance within ten (10) calendar days from issuance of the standing offer.

If the first sample(s) are rejected, the successful Offeror will be required to submit the second sample(s) within five (5) calendar days of notification of rejection from the Technical Authority.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

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

Section I: Technical Offer (four (4) hard copies)

Section II: Financial Offer (one (1) hard copy) and (one (1) soft copy on CD-ROM) of Annex D - Pricing.

Section III: Certifications (one (1) hard copy)

Section IV: Additional Information (one (1) hard copy)

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

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

Canada requests that bidders follow the format instructions described below in the preparation of their offer:

(a) use 8.5 x 11 inch (216 mm x 279 mm) paper;

(b) use a numbering system that corresponds to the Request for Standing Offer.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and

2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I Technical Offer

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

Section II Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment detailed in Part 7B and Annex D - Pricing. Total amount of Applicable Taxes must be shown separately.

2. Payment of Invoices by Credit Card

Canada requests that offerors complete one of the following:

Government of Canada Acquisition Cards (credit cards) will be accepted for payment of invoices.

The following credit card(s) are accepted:

- VISA
 MasterCard

OR

Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of invoices.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of invoices will not be considered as an evaluation criterion.

3. SACC Manual Clauses

SACC Reference	Title	Date
C3011T	Exchange Rate Fluctuation	2013/11/06

Section III: Certifications

1. Certifications

Offerors must submit the certifications required under Part 5.

Section IV: Additional Information

1. Additional Information

Canada requests that Offerors submit the following information:

1.1 Delivery

1.1.1 Delivery Dates

While delivery dates of the identified signs and services are requested within forty-five (45) calendar days from receipt of a call-up against the Standing Offer the best delivery that could be offered is as follows:

Identified Signage Types and Services	Delivery from Receipt of a call-up against the Standing Offer
Primary Identification Signs	within _____ calendar days
Common Use and Operational Signs	within _____ calendar days

Nameplates	within _____ calendar days
Directory Board	within _____ calendar days
Tactile Signs	within _____ calendar days
Project Signs	within _____ calendar days
Vehicle Markings	within _____ calendar days
'Canada' Wordmark Signs	within _____ calendar days
Acrylic Sign Modules for Graphic Symbols	within _____ calendar days
Custom Signage	within _____ calendar days
On Site Surveys	within _____ calendar days
Wayfinding Services	within _____ calendar days
Graphic Design Services	within _____ calendar days
Installation Services	within _____ calendar days

2.2 Offerors Representatives

Canada requests that Offerors provide information for the contact person as follows:

Project Manager

Name: _____
 Telephone No. _____
 Facsimile No. _____
 E-mail address: _____

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PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Evaluation Criteria

Offerors must meet all mandatory technical evaluation criteria detailed in Annex G - Mandatory Technical Evaluation Criteria.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Evaluation Criteria

Offerors must complete Annex D - Pricing with firm prices, firm all inclusive hourly rates and firm markup as requested in the Annex.

1.2.2 Pricing Scoring Methodology

- 1) The sum of each firm price, firm all inclusive hourly rate and firm mark up per table will determine the evaluated firm price, firm all inclusive hourly rate and firm mark up of the applicable table.
- 2) For table 1C, the firm price per item will be multiplied by the estimated quantity to determine the calculated price per item. The sum of all calculated price per item will determine the evaluated firm price of the table.
- 3) The evaluated firm price, firm all inclusive hourly rate and firm mark up per table will be prorated against the lowest evaluated firm price, firm all inclusive hourly rate and firm markup per table and then multiplied by the weight factor to establish the pricing score per table.
- 4) The sum of all pricing score per table will establish the total pricing score of the offer.

Example of pricing score per table determination:

Offeror 1:		
Item	Size	Firm Price
Body Blade	200A	\$30.00
	150A	\$30.00
	100A	\$30.00
	200B	\$30.00
	150B	\$30.00

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	100B	\$30.00
Snap-on Back Blade	200C	\$30.00
	150C	\$30.00
	100C	\$30.00
	Total	\$270.00

Offeror 2:		
Item	Size	Firm Price
Body Blade	200A	\$35.00
	150A	\$35.00
	100A	\$35.00
	200B	\$35.00
	150B	\$35.00
	100B	\$35.00
Snap-on Back Blade	200C	\$35.00
	150C	\$35.00
	100C	\$35.00
	Total	\$315.00

Offeror 3:		
Item	Size	Firm Price
Body Blade	200A	\$40.00
	150A	\$40.00
	100A	\$40.00
	200B	\$40.00
	150B	\$40.00
	100B	\$40.00
Snap-on Back Blade	200C	\$40.00
	150C	\$40.00
	100C	\$40.00
	Total	\$360.00

Offeror 1				
Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Offer (A)	Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Lowest Offer (B)	Lowest Offer (B) divided by the Offer (A)	Weight Factor	Pricing Score per Table
\$270	\$270	1	70	70.00

Offeror 2				
Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Offer (A)	Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Lowest Offer (B)	Lowest Offer (B) divided by the Offer (A)	Weight Factor	Pricing Score per Table
\$315	\$270	.857	70	59.99

Offeror 3				
Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Offer (A)	Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Lowest Offer (B)	Lowest Offer (B) divided by the Offer (A)	Weight Factor	Pricing Score per Table
\$360	\$270	.750	70	52.50

Offeror 1 would have the highest pricing score per table.

2. Basis of Selection

To be declared responsive, an offer must

- A. comply with the requirements of the RFSO; and
- B. meet all mandatory technical evaluation criteria; and
- C. meet all mandatory financial evaluation criteria;

Offers not meeting (a) or (b) or (c) will be declared non-responsive.

The responsive offer with the highest total pricing score will be recommended for award of a standing offer.

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, 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 may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

1 Certifications Precedent to Issuance of a Standing Offer and Certifications Required with the Offer

1.1 Certifications Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications 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 comply with the request of the Standing Offer Authority and to provide the certifications within the time frame provided will render the offer non-responsive.

1.1.1 Integrity Provisions - Associated Information

By submitting an offer, the Offeror certifies that the Offeror and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Offer of Standard Instructions 2006. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

1.1.2 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 (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada-Labour's website.

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.

1.2 Certifications Required with the Offer

Offerors must submit the following duly completed certifications with their offer.

1.2.1 Set-aside for Aboriginal Business

1. This procurement is set aside under the federal government's Procurement Strategy for Aboriginal Business, as detailed in Annex 9.4: Requirements for the Set-aside Program for Aboriginal Business, of the *Supply Manual*.

2. The Offeror:

- (i) certifies that it meets, and will continue to meet throughout the duration of the Offer, the requirements described in the above-mentioned annex.
- (ii) agrees that any subcontractor it engages under the Offer must satisfy the requirements described in the above-mentioned annex.
- (iii) agrees to provide to Canada, immediately upon request, evidence supporting any subcontractor's compliance with the requirements described in the above-mentioned annex.

3. The Offeror must check the applicable box below:

- (i) The Offeror is an Aboriginal business that is a sole proprietorship, band, limited company, co-operative, partnership or not-for-profit organization.

OR

- (ii) The Offeror is either a joint venture consisting of two or more Aboriginal businesses or a joint venture between an Aboriginal business and a non-Aboriginal business.

4. The Offeror must check the applicable box below:

- (i) The Aboriginal business has fewer than six full-time employees.

OR

- (ii) The Aboriginal business has six or more full-time employees.

5. The Offeror must, upon request by Canada, provide all information and evidence supporting this certification. The Offeror must ensure that this evidence will be available for audit during normal business hours by a representative of Canada, who may make copies and take extracts from the evidence. The Offeror must provide all reasonably required facilities for any audits.

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

1.2.1.1 Owner/Employee Certification - Set-aside for Aboriginal Business

If requested by the Standing Offer Authority, the Offeror must provide the following certification for each owner and employee who is Aboriginal:

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E60HS-130001

CCC No./N° CCC - FMS No/ N° VME

-
1. I am _____ (insert "an owner" and/or "a full-time employee") of _____ (insert name of business), and an Aboriginal person, as defined in Annex 9.4 of the Supply Manual entitled "Requirements for the Set-Aside Program for Aboriginal Business".
 2. I certify that the above statement is true and consent to its verification upon request by Canada.

Printed name of owner and/or employee

Signature of owner and/or employee

Date

Solicitation No. - N° de l'invitation

E60HS-130001/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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Client Ref. No. - N° de réf. du client

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File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

PART 6 - FINANCIAL AND INSURANCE REQUIREMENTS

1. Financial Capability Requirement:

SACC Manual Clause M9033T (2011-05-16) Financial Capability

2. 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 Part 7B.

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.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

The Offeror offers to fulfill the requirement in accordance with Annex A, B and C.

Annex A	Statement of Work, dated 2013-07-02
Annex B	Nameplate and Hanger Specifications, dated 2010-12-30
Annex C	'Canada' Wordmark Applications, dated 2013-06-14

The Offeror must supply Signage and Related Services to departments and agencies of the Government of Canada to locations only within Comprehensive Land Claims Agreements (CLCA's), on an as-and-when requested basis.

In the event that no Standing Offer is issued pursuant to solicitation number E60HS-130001/C, Canada reserves the right to make call-ups on Standing Offers issued as a result of solicitation number E60HS-130001/A for delivery requirements to locations within CLCA's.

2. 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 Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2005 (2014/09/25) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

2.2 Standing Offers Reporting

The Offeror must compile and maintain records, on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must also include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data, in both hard copy and electronic format (Excel spreadsheet format), in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

The data must be submitted electronically on a quarterly basis to the Standing Offer Authority and the Technical Authority. The Offeror must submit a sample of the Standing Offer Report before the meeting after the issuance of Standing Offer.

The Quarterly reporting periods are defined as follows:

1st quarter:	April 1 to June 30;
2nd quarter:	July 1 to September 30;
3rd quarter:	October 1 to December 31;
4th quarter:	January 1 to March 31;

The reporting requirements shall include, but is not limited to, the following information:

- General Information on the Standing Offer:
 - * Standing offer name;
 - * Standing offer number;
 - * Reporting period;
 - * Total number of orders per year;
 - * Total dollar value of orders for the reporting period (applicable taxes included);
 - * Total dollar value of orders per year (applicable taxes included); and
 - * Total dollar value of orders from the beginning of the standing offer (applicable taxes included)

- General Information on the Order:
 - * Invoice number and the date of issuance;
 - * Type of signage ordered, including a brief description;
 - * Cost of signage ordered, including quantity, and a brief description of where the costing can be found in Annex D of the NMSO;
 - * Type of accessories ordered, including a brief description;
 - * Cost of accessories ordered, including quantity, and a brief description of where the costing can be found in Annex D of the NMSO;
 - * Cost graphic design, custom production, and wayfinding services, and on-site surveys, including a breakdown of the level of effort, and a brief description of where the costing can be found in Annex D of the NMSO;
 - * Travel costs associated with wayfinding services and on-site surveys;
 - * Cost of installation services for engineers, electricians, and trades, including a breakdown of the level of effort, and a brief description of where the costing can be found in Annex D of the NMSO;
 - * Cost of installation, including a brief description, (i.e. van with one individual) and where the costing can be found in Annex D of the NMSO;
 - * Permit costs including actual permit cost and a breakdown of the level of effort and a brief description of where the costing can be found in Annex D of the NMSO;
 - * Cost of shipping;
 - * Cost of sub-contractors; and
 - * Material cost for custom signage with breakdown of laid down cost and mark-up

- General Information about the ordering Department/Agency
 - * Name of Department/Agency ordering signage;
 - * Contact information (name and telephone number) of the Department/Agency ordering signage;
 - * Address the order is being shipped/installed (City, Province/Territory);
 - * Date of delivery/installation; and
 - * Call-up number from the Department/Agency

The data must be submitted to the Technical Authority and the Standing Offer Authority no later than thirty (30) calendar days after the end of the reporting period.

2.3 Standing Offers - Final Report

On completion or termination of the National Master Standing Offer (NMSO), the Offeror must produce a detailed final report with all cumulative data of the call-ups. Data must also include all purchases paid for by a Government of Canada Acquisition Card. The final report must be completed and forwarded electronically to the Standing Offer Authority, no later than thirty (30) calendar days after the end of the completion or the set-aside of the Standing Offer.

3. Term of Standing Offer

3.1 Period of Standing Offer

The period for making call-ups against the Standing Offer is from Date of issuance of Standing Offer to October 31, 2016.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority is:

Kevin Reynolds
Public Works and Government Services Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
"HS" Division
Place du Portage, Phase III, 7B1
11 Laurier Street
Gatineau, QC K1A 0S5
Telephone : 819-956-3996
Facsimile: 819-956-5227
E-mail address: kevin.reynolds@pwgsc-tpsgc.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.

4.2 Technical Authority

The Technical Authority is:

To be inserted by PWGSC
Public Works and Government Services of Canada
2720 Riverside Drive, Room B2-19
Ottawa, Ontario K1A 0S5
Telephone: _____
Facsimile: _____
E-mail address: _____

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

File No. - N° du dossier

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Buyer ID - Id de l'acheteur

hs610

Client Ref. No. - N° de réf. du client

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The Technical Authority is responsible for all the technical content of the Work under the resulting contracts. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made by the Standing Offer Authority.

4.3 Treasury Board Secretariat FIP Authority

The TBS FIP Authority is:

Name: To be inserted by PWGSC
Telephone No. _____
Facsimile No. _____
E-mail address: _____

4.4 Offerors Representatives

Project Manager

Name: To be inserted by PWGSC
Telephone No. _____
Facsimile No. _____
E-mail address: _____

5 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: 2012-2 of the Treasury Board Secretariat of Canada.

6. Identified Users

The Identified Users authorized to make call-ups against the Standing Offer include any government department, agency or Crown corporation listed in Schedules I, I.1,II, III, of the Financial Administration Act, R.S., 1985, c. F-11.

7. Call-up Procedures

The following procedures apply to all call-ups for:

- Custom Productions
- On-Site Surveys
- Wayfinding Services
- Graphic Design Services
- Installation Services

-Permit Applications

-Refurbishing of Primary Identification Signs and Customs Signs

7.1 Firm Price Call-up

Where a firm price has been established, the Offeror must complete the work in accordance with the specified firm price. The firm price represents the total amount payable under the Call-up.

7.2 Cost Reimbursable Call-up

A cost reimbursable call-up is normally established when a requirement is not well defined or is of high risk and it is not practical to utilize a firm price. A cost reimbursable represents the amount up to which the Offeror will be paid. The Offeror must not perform any work or services which would cause the total liability of Canada to exceed the amount specified in the call-up unless an increase is authorized through an amended call-up.

8. Call-up Instrument

The Work will be authorized or confirmed by the Identified User using form PWGSC-TPSGC 942, Call-up Against a Standing Offer, or;

An equivalent form or electronic call-up document such as a Purchase Order or an email, which at a minimum:

- Identifies the Standing Offer number;
- Signifies acceptance of the terms and conditions of the Standing Offer;
- Includes a description and a unit price for each item or service on the call up;
- Identifies the total value of the call up;
- Identifies a point of delivery;
- Acknowledges that funds are available under Section 32 of the *Financial Administration Act*;
- Acknowledges the Identified User's authority to enter into a contract.

8.1. Government Acquisition Cards (Credit Cards)

Government Acquisition Cards (Credit Cards) must not be used to initiate a call-up against the Standing Offer. It is mandatory to use one of the instrument found in paragraph "7. Call-up Instrument", when issuing a call-up against the Standing Offer. Credit Cards are a method of payment that may be used only after receipt, inspection and acceptance of the Work by Canada. Credit Cards may be used, as an alternative method of payment, as identified within the Standing Offer.

9. Limitation of Call-ups

9.1 Limitation of Call-ups (Except Custom Signs, Installation Services and Refurbishing Services of Primary Identification Signs and Custom Signs)

Individual call-ups against the Standing Offer must not exceed \$50,000.00 (Applicable Taxes included). All individual call-ups against the Standing Offer exceeding \$50,000.00 (Applicable Taxes included) will be forwarded to the Standing Offer Authority for authorization.

Custom Signage with Identified Material (Annex A – Pricing, Table 13) are also subject to the Limitation of Call-ups detailed above.

9.2 Limitation of Call-ups for Custom Signs, Installation Services and Refurbishing Services of Primary Identification Signs and Custom Signs

Individual call-ups against the Standing Offer must not exceed \$10,000.00 (Applicable Taxes included). All individual call-ups against the Standing Offer exceeding \$ 10,000.00 (Applicable Taxes included) will be forwarded to the Standing Offer Authority for authorization.

10. Consignee - CLCSA's included

As the final delivery location is only known when a call-up is issued and may be in any of the areas subject to CLCA(s), this procurement is subject to all Comprehensive Land Claims Agreements.

11. Priority of Documents

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

- a) the call up against the Standing Offer;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2014-09-25), General Conditions - Standing Offers - Goods or Services
- d) 2030 - General Conditions - Higher Complexity - Goods and Services dated 2014-02-29
- e) Annex A - Statement of Work dated 2013-07-02
- f) Annex B - Nameplate and Hanger Specifications dated 2010-12-30
- g) Annex C - 'Canada' Wordmark Applications dated 2013-06-14
- h) Annex D - Pricing dated 2015-04-01
- i) Annex E - The Consumer Price Index for Canada All Items CPI, Not Seasonally Adjusted, Historical Data; dated 2013-06-21
- j) the Offeror's offer dated _____ (to be inserted by PWGSC.)

12. Certifications

12.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

12.2 Status and Availability of Resources

If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror is unable to provide a substitute with similar qualifications and experience, Canada may set aside the standing offer.

13. Meeting after Issuance of Standing Offer

Within ten (10) calendar days from the effective date of the Standing Offer, the Offeror must contact the Standing Offer Authority to determine if a meeting is required. A meeting will be convened at Canada's discretion to review the procedures for making call-ups, the technical and contractual requirements. The Offeror must prepare and distribute the minutes of the meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Offeror's facilities, at a federal government department facility or via teleconference, at Canada's discretion, at no additional cost to Canada, with representatives of the Offeror, Public Works and Government Services Canada and other federal government departments as required.

14. Progress Meetings

Progress meetings will take place on an as-and-when required basis.

The Offeror must prepare and distribute the agenda and minutes of the meeting. The Offeror must prepare and distribute the minutes of the meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Offeror's facilities, at a federal government department facility or via teleconference, at Canada's discretion, at no additional cost to Canada, with representatives of the Offeror, Public Works and Government Services Canada and other federal government departments as required.

15. Applicable Laws

The Standing Offer and any call-ups resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

16. Estimates

Where an estimate of the cost of performing on-site surveys, Installation Services, Custom Signs, Wayfinding Services and Graphic Design Services is required, the Identified User will provide the Contractor with a description of the work required. The Contractor must provide the Identified User with an estimated cost and an estimated delivery date or completion date of performing the specified work in

accordance with the pricing provision of the Standing Offer. The Contractor must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User and Standing Offer Authority.

The Contractor must provide the estimates at no cost to Canada.

17. Samples

1. The Offeror must provide one (1) Signage Proposal sample and one (1) Prohibition Sign sample in accordance with Annex F - Samples, to the Technical Authority for acceptance within ten (10) calendar days from issuance of the standing offer.
2. If the first sample(s) are rejected, the Offeror must submit the second sample(s) within five (5) calendar days of notification of rejection from the Technical Authority.
3. The Offeror must provide the samples to the Technical Authority, transportation charges prepaid, and without charge to Canada. The samples submitted by the Offeror will remain the property of Canada.
4. The Technical Authority will notify the Offeror, in writing, of the conditional acceptance, acceptance or rejection of the sample(s). A copy of this notification will be provided by the Technical Authority to the Standing Offer Authority. The notice of conditional acceptance or acceptance does not relieve the Offeror from complying with all requirements of the specification(s) and all other conditions of the Standing Offer and any resulting contract.
5. The Offeror must not place any order, incur any expense, must not commence or continue with production of any items and must not make any deliveries under any call-ups against the standing offer, until the Offeror has received notification from the Technical Authority that the samples are acceptable. Any orders placed, expenses incurred or production of items under any call-ups against the Standing Offer before sample acceptance, will be at the sole risk of the Offeror.
6. Rejection by the Technical Authority of any of the second samples submitted by the Offeror for failing to meet the standing offer requirements will be grounds for the set-aside of the standing offer.
7. The Technical Authority can waive this requirement at its discretion.

B. RESULTING CONTRACT CLAUSES

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

1. Requirement

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

2. Standard Clauses and Conditions

2.1 General Conditions

2030 - General Conditions - Higher Complexity - Goods and Services (2014/09/25) apply to and form part of the Contract.

Add Section 45 - Copyright: In this section, "Material" means anything that is created by the Contractor as part of the Work under the Contract, that is required by the Contract to be delivered to Canada and in which copyright subsists. "Material" does not include anything created by the Contractor before the date of the Contract.

Copyright in the Material belongs to Canada and the Contractor must include the copyright symbol and either of the following notice on the Material: © Her Majesty the Queen in right of Canada (year) or © Sa Majesté la Reine du chef du Canada (année).

The Contractor must not use, copy, divulge or publish any Material except as is necessary to perform the Contract. The Contractor must execute any conveyance and other documents relating to copyright in the Material as Canada may require.

The Contractor must provide at the request of Canada a written permanent waiver of moral rights, in a form acceptable to Canada, from every author that contributed to the Material. If the Contractor is the author of the Material, the Contractor permanently waives its moral rights in the Material.

Add Section 46 - Harassment in the Workplace: 1.The Contractor acknowledges the responsibility of Canada to ensure, for its employees, a healthy work environment, free of harassment. A copy of the Policy on Harassment Prevention and Resolution, which is also applicable to the Contractor, is available on the Treasury Board Web site.

2.The Contractor must not, either as an individual, or as a corporate or unincorporated entity, through its employees or subcontractors, harass, abuse, threaten, discriminate against or intimidate any employee, contractor or other individual employed by, or under contract with Canada. The Contractor will be advised in writing of any complaint and will have the right to respond in writing. Upon receipt of the Contractor's response, the Contracting Authority will, at its entire discretion, determine if the complaint is founded and decide on any action to be taken.

Add Section 47 - Access to Information: Records created by the Contractor, and under the control of Canada, are subject to the Access to Information Act. The Contractor acknowledges the responsibilities of Canada under the Access to Information Act and must, to the extent possible, assist Canada in discharging these responsibilities. Furthermore, the Contractor acknowledges that section 67.1 of the Access to Information Act provides that any person, who destroys, alters, falsifies or conceals a record, or directs anyone to do so, with the intent of obstructing the right of access that is provided by the Access to Information Act is guilty of an offence and is liable to imprisonment or a fine, or both.

Supplemental General Conditions

4007 (2010/08/16), Canada to Own Intellectual Property Rights in Foreground Information.

3. Term of Contract

3.1 Delivery Dates

Delivery dates of the signs and services must be made as follows:

Identified Signage Types and Services	Delivery from Receipt of a call-up against the Standing Offer
Primary Identification Signs	To be inserted by pwgsc
Common Use and Operational Signs	To be inserted by pwgsc
Nameplates	To be inserted by pwgsc
Directory Board	To be inserted by pwgsc
Tactile Signs	To be inserted by pwgsc
Project Signs	To be inserted by pwgsc
Vehicle Markings	To be inserted by pwgsc
'Canada' Wordmark Signs	To be inserted by pwgsc
Acrylic Sign Modules for Graphic Symbols	To be inserted by pwgsc
Custom Signage	To be inserted by pwgsc
On Site Surveys	To be inserted by pwgsc

Wayfinding Services	To be inserted by pwgsc
Graphic Design Services	To be inserted by pwgsc
Installation Services	To be inserted by pwgsc

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: 2012-2 of the Treasury Board Secretariat of Canada.

5. Payment

5.1 Basis of Payment

5.1.1 Basis of Payment for the period from Date of Issuance to October 31, 2016.

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid in Canadian dollars as follows:

5.1.1.1 Basis of Payment for the Identified Signs

Firm prices in accordance with Annex D - Pricing, Tables 1 to 12 with the exception of Table 7D, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

5.1.1.2 Basis of Payment for Custom Signage with Identified Material

Firm prices in accordance with Annex D - Pricing, Table 13, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

In addition to the firm price, the Contractor will be paid for graphic design in accordance with paragraph 4.1.1.5 Basis of Payment for the Graphic Design Services.

5.1.1.3 Basis of Payment for Custom Production

Firm all inclusive hourly rates in accordance with Annex D - Pricing for Production, Table 14B, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra;

In addition to the firm hourly rates, the Contractor will be paid for the graphic designs and material in accordance with paragraph 4.1.1.5 Graphic Design Services and paragraph 4.1.1.6 Basis of Payment for Material.

5.1.1.4 Basis of Payment for On-Site Survey and Wayfinding Services

Firm all inclusive hourly rates in accordance with Annex D - Pricing, Table 14A, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

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, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Identified User.

All payments are subject to government audit.

5.1.1.5 Basis of Payment for the Graphic Design Services

Firm all inclusive hourly rates in accordance with Annex D - Pricing, Table 14B, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

5.1.1.6 Basis of Payment for Material for Custom Production and Installation Material

Actual laid down cost, plus the firm markup, in accordance with Annex D - Pricing, Table 19, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

5.1.1.7 Basis of Payment for the Miscellaneous Accessories

Firm prices in accordance with Annex D - Pricing, Table 17A to 17C, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

5.1.1.8 Basis of Payment for Signage Installation

Firm all inclusive hourly rates in accordance with Annex D - Pricing, Tables 15 and 16, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

In addition to the firm all inclusive hourly rates, the contractor will be paid for the :

1. Material in accordance with paragraph 4.1.1.6 Basis of Payment for Material;
2. Miscellaneous Accessories in accordance with paragraph 4.1.1.7 Basis of Payment for the Miscellaneous Accessories;
3. Sub-Contracting in accordance with 4.1.1.10 Basis of Payment for the Sub-Contracting.

5.1.1.9 Basis of Payment for Shipping

Actual laid down cost, plus the firm mark-up in accordance with Annex D - Pricing, Table 19, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

This basis of payment must be for commercial shipping only such as, but not limited to, Canada Posts, Purolator, FedEx and GoJIT.

5.1.1.10 Basis of Payment for Sub-Contracting

Actual laid down cost, based on the firm all inclusive hourly rates of the sub-contractor, plus the firm mark up, in accordance with Annex D - Pricing, Table 19, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra;

5.1.1.11 Basis of Payment for the Permit Application

Firm all inclusive hourly rates in accordance with Annex D - Pricing, Table 18, plus the actual permit cost, without any allowance for profit and/or administrative overhead, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

5.1.1.12 Laid Down Cost

The cost incurred by a supplier to acquire a specific product or service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes the Applicable Taxes.

5.1.1.13 Basis of Payment for Refurbishing of Directory Board Blades

Firm prices, in accordance with Annex D - Pricing, Table 7D, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

In addition to the firm all inclusive hourly rates, the contractor will be paid for the :

1. Installation in accordance with paragraph 4.1.1.8 Basis of Payment for Signage Installation;

5.1.1.14 - Basis of Payment for Refurbishing of Primary Identification Signs and Custom Signs

Firm all inclusive hourly rates in accordance with Annex D - Pricing, Table 14B, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

In addition to the firm all inclusive hourly rates, the contractor will be paid for the:

1. Material in accordance with paragraph 4.1.1.6 Basis of Payment for Material;
2. Miscellaneous Accessories in accordance with paragraph 4.1.1.7 Basis of Payment for the Miscellaneous Accessories;
3. Installation in accordance with paragraph 4.1.1.8 Basis of Payment for Signage Installation;
4. Sub-Contracting in accordance with 4.1.1.10 Basis of Payment for the Sub-Contracting

5.2 SACC Manual Clauses

SACC Reference	Title	Date
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Solicitation No. - N° de l'invitation

E60HS-130001/C

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File No. - N° du dossier

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Buyer ID - Id de l'acheteur

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Client Ref. No. - N° de réf. du client

E60HS-130001

CCC No./N° CCC - FMS No/ N° VME

H1001C	Multiple Payments	2008/05/12
C0710C	Price Verification	2007/11/30
C6000C	Limitation of Price	2011/05/16

5.3 Payment of Invoices by Credit Card

The following credit card(s) are accepted: _____ and _____.(to be inserted by PWGSC).

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 invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.

2. The Contractor is requested to provide invoices in electronic format unless otherwise specified by the Identified User, thereby reducing printed material.

3. Invoices must be distributed as follows:

(a) the original and one (1) copy must be forwarded or emailed to the consignee, or as indicated on the call-up against the Standing Offer, for certification and payment.

7. Shipping Instructions

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (... named place of destination) as specified below. Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.

2. The Contractor must deliver the goods by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the person identified below. The consignee may refuse shipments when prior arrangements have not been made.

8. Insurance Requirements

The Contractor must comply with the insurance requirements specified herein. 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.

9. Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Standing Offer, in an amount usual for a contract of this nature, but for not less than \$2,000,000.00 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 Insurer will endeavour to provide the Standing Offer Authority thirty (30) days written notice of policy cancellation.

(k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

(l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

(m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

(n) Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

(o) All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.

(q) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

10. Errors and Omissions Liability Insurance

1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a standing offer of this nature but for not less than \$2,000,000.00 per loss and in the annual aggregate, inclusive of defence costs.

2. 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 Standing Offer.

3. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Standing Offer Authority thirty (30) days written notice of cancellation.

11. Rigger's Liability Insurance

When a rigger is used in the performance of the Work, the Contractor must obtain Rigger's Liability Insurance.

1. The Contractor must obtain Rigger's Liability Insurance, in an amount usual for a contract of this nature, but for not less than \$3,000,000.00 per accident or occurrence and in the annual aggregate.

The Contractor's Riggers Liability Insurance must provide coverage for loss or damage to all Government Property under its care, custody or control, and must be maintained in force throughout the duration of the Contract. The Government Property must be insured on "Replacement Cost (new)" basis.

The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.

2. The Rigger's Liability Insurance policy must include the following:

(a) Notice of Cancellation: The Insurer will endeavour to provide the Standing Offer Authority thirty (30) days written notice of policy cancellation.

(b) Loss Payee: Canada as its interest may appear or as it may direct, for loss or damage to Government property in the Contractor's care, custody or control.

(c) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by the client department for whom the Work is being performed and

Public Works and Government Services Canada for any and all loss of or damage to the property however caused.

12. Automobile Liability Insurance

1. The Contractor must obtain Automobile 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.
2. The policy must include the following:
 - (a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - (b) Accident Benefits - all jurisdictional statutes
 - (c) Uninsured Motorist Protection
 - (d) Notice of Cancellation: The Insurer will endeavour to provide the Standing Offer Authority thirty (30) days written notice of cancellation.
 - (e) Liability for Physical Damage to Non-owned Automobiles: Ontario OPCF 27 or 27B / Quebec: QEF #27 / Other Provinces: SEF#27
 - (f) OPCF/SEF/QEF #44 or #44R - Family Protection Endorsement - Private Passenger Vehicles.

13. Environmental Considerations

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired. Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement:

1. The Contractor is requested provide all correspondence including (but not limited to) documents and reports in electronic format unless otherwise specified by the Standing Offer Authority, the Technical Authority or the Identified User thereby reducing printed material.
2. The Contractor should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).
3. Product components used in performing the services should be recyclable and/or reusable, whenever possible.

14. SACC Manual Clauses

SACC Reference	Title	Date
A3000C 2014-11-27	Aboriginal Business Certification	
A9006C	Defence Contract (DND only)	2012-07-16
A2000C	Foreign Nationals (Canadian Contractor)	2006-06-16

A1009C	Work Site Access	2008-05-12
A9068C	Government Site Regulations	2010/01/11
A9062C	Canadian Forces Site Regulations	2010/01/11
B7500C	Excess Goods	2006-06-16
C2801C	Priority Rating - Canadian Contractor (DND only)	2011-05-16
C2800C	Priority Rating (DND only)	2011-05-16
D6010C	Palletization (DND only)	2007-11-30
D5545C	ISO 9001:2008 - Quality Management Systems - Requirements (QAC C) (DND only)	2010-08-16
D9002C	Incomplete Assemblies	2007/11/30
D2000C	Marking	2008-05-12
D2001C	Labelling	2007-11-30
D2006C	Marking and Preparation of Paper	2007-11-30
D2025C	Wood Packaging Materials	2008-12-12
D6010C	Palletization (DND Only)	2007-11-30

15. Identification Badge

Any person assigned to the performance of any part of the Work that is performed on government premises must wear in a conspicuous place the identification badge issued to that person by Canada. When a person is required to wear a safety helmet, the Contractor, if requested to do so by Canada, must paint the number appearing on the badge on the front of the safety helmet.

16. Electrical Equipment

All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

17. Cleanup of Site

- 1) The Contractor must maintain the Work and its site in a tidy condition and free from an accumulation of waste material and debris.
- 2) The Contractor must remove all surplus materials and any waste products and debris from the site of the Work.

18. Canadian General Standards Board - Standards

Copies of the CAN/CGSB referred to in Annex A - Statement of Work and the FIP Manual are available and may be purchased from:

Canadian General Standards Board Sales Centre
Public Works and Government Services Canada
Place du Portage III, 6B1
11 Laurier Street
Gatineau, Québec, Canada
K1A 0S5

Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)
Fax: (819) 956-5644
E-mail: ncr.cgsb-ongc@pwgsc.gc.ca

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CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/cgsb/pubs/catalogue/notice-e.html>

July 2, 2013

Annex A

STATEMENT OF WORK

A. REQUIREMENTS OVERVIEW

This requirement is for the supply of signage and related services, for all federal government departments and agencies across Canada, on an as and when requested basis.

Signage types to be provided are as follows:

1. Primary Identification Signs
2. Common Use and Operational Signs
3. Tactile Signs
4. Project Signs
5. Vehicle Markings
6. 'Canada' Wordmark signs
7. Custom Signage

For all federal government departments and agencies who are subject to the Federal Identity Program (FIP), the following types of signs must be in accordance with the applicable volumes of the Treasury Board Secretariat (TBS) FIP Manual as found on the TBS Web site at:

PDF document format:

[Http://www.tbs-sct.gc.ca/fip-pcim/man_pdfs-eng.asp](http://www.tbs-sct.gc.ca/fip-pcim/man_pdfs-eng.asp)

HTML document format

[Http://www.tbs-sct.gc.ca/fip-pcim/man-eng.asp](http://www.tbs-sct.gc.ca/fip-pcim/man-eng.asp)

[Http://www.tbs-sct.gc.ca/fip-pcim/spec-eng.asp](http://www.tbs-sct.gc.ca/fip-pcim/spec-eng.asp)

The Offeror must respect environmental considerations when performing work for the Government of Canada. These considerations must include, but are not limited to:

1. Using low volatile organic compound (VOC) paints.
2. Recycling of all packaging material
3. Using signage materials that are recyclable at the end of their useful life.
4. Refurbishing signs whenever possible.
5. Recycling service to properly manage removed signs.
6. Using energy efficient lighting for signage, where appropriate

The offerer will be notified of any changes to the requirements or amendments to the authoritative documents.

1. Identified Signs

1.1 Primary Identification Signs

The Offeror must design, supply, refurbish and install primary identification signs as per volume 4.2 of the FIP manual and in accordance to the addendum of the primary identification sign design, which is found on the FIP web site:

<http://www.tbs-sct.gc.ca/fip-pcim/man-eng.asp>
[Http://www.tbs-sct.gc.ca/fip-pcim/man-eng.asp](http://www.tbs-sct.gc.ca/fip-pcim/man-eng.asp)
[Http://www.tbs-sct.gc.ca/fip-pcim/documents/man_4_2a.pdf](http://www.tbs-sct.gc.ca/fip-pcim/documents/man_4_2a.pdf)

Design elements such as material, size, shape, colour and graphic/text as well as location and installation requirements are included within this section of the FIP manual.

Primary identification signs include:

1. Exterior/Interior Primary Identification Signs
2. Exterior Advance Signs

1.2 Common Use and Operational Signs

The Offeror must design, supply, refurbish and install common use and operational signs as per volumes 4.3 and 4.3A of the FIP manual. This type of signage includes fixed and variable messages as well as graphic symbols. This volume of the FIP manual covers the material, size, shape, colour and graphic/text requirements.

Common use and operational signs include:

1. Directory Boards
2. Regulatory Class Signs
3. Warning Class Signs
4. Information Class Signs

The TBS FIP office has revised specifications for nameplates. Refer to Annex B for revised specifications for re-usable nameplates.

1.3 Tactile Signs

The Offeror must design, supply and install tactile signs as per volume 4.3B of the FIP manual. The requirements for tactile signs incorporate raised pictograms and bilingual domed braille text in white on a black background.

Tactile Signs include:

1. Washroom sign
2. Stair sign
3. Exit stair sign
4. Exit sign

1.4 Project Signs

The Offeror must design, supply and install project signs as per volume 4.4 of the FIP manual. These signs differ substantially from Primary Identification signs and their use is temporary (maximum two (2) years).

Design elements such as material, size, shape, colour and graphic/text are included within this section of the FIP manual.

1.5 Vehicle Markings

The Offeror must design, supply and install vehicle markings as per volume 3.1 of the FIP manual.

1.6 'Canada' wordmarks

The Offeror must design, supply and install exterior and interior 'Canada' wordmark signs. The Offeror must contact the Technical Authority before proceeding.

See Annex C for specifications of the 'Canada' wordmark.

1.7 Custom Signs

The Offeror must design, supply, refurbish and install signs in accordance with the technical requirements provided by the client department or agency at time of call-up.

These signs may include but are not limited to the following:

1. Custom signage for leased or commercial buildings
2. Custom signage for heritage federal buildings
3. Commemorative Plaques
4. Non-FIP signage for federal clients who are either not subject to or have an exemption from the Federal Identity Program

2. Installation

The Offeror must provide Installation services for all types of signage, for any region of Canada – as indicated in the call-up against the standing offer.

Exterior signage (excluding primary identification signs, and 'Canada' wordmarks signs) are generally installed on omega posts although other installation techniques may be considered, such as wood posts.

Installation methods for exterior primary identification signs include but are not limited to:

1. Use of extruded aluminum exterior blade assembly as referenced in CGSB 109.1M standard.
2. Affixed to the structure or substrate with screws

Installation methods for interior signage include but are not limited to:

1. Double face tape
2. Velcro
3. Adhesive backing
4. Screws
5. Screen clips
6. Ceiling suspended
7. Wall brackets
8. Counter signs
9. Aluminum pins

Installation of motor vehicle markings must be in conformance with methods identified in volume 3.1 of the FIP manual.

3. On site surveys

The Offeror must perform On Site Surveys, for any region of Canada - as indicated in the call-up against the standing offer.

An onsite survey captures the exact measurements of specific signs, ensuring that the manufactured product matches the specific site requirements. Surveys analyze such things as current sign location, dimensions and installation techniques of existing signage, building facade, potential site hazards, potential for new signage, photos of the area and its surroundings, and local regulatory requirements.

4. Wayfinding Services

The Offeror must provide Wayfinding Services, for any region of Canada - as indicated in the call-up against the standing offer.

Wayfinding is a type of signage system that includes directional and location signs that guide visitors throughout an asset. Wayfinding services include but are not limited to:

1. Understanding the client's needs and objectives
2. Understanding the type of occupancy and the status of ownership of a facility that influences decisions concerning signage
3. Walking through of site with client to understand signage requirements
4. Developing an implementation plan - traffic flow analysis maps, sign and message schedules, signage localization maps
5. Preparing and delivering a wayfinding strategy

5. Graphic Design Services

The Offeror must provide Graphic Design Services - as indicated in the call-up against the standing offer.

Graphic design services must be in accordance with the FIP manual and include but are not limited to:

1. Understanding client requirements and the combination of text and graphics to communicate an effective message in the design of signage;
2. Illustrating through a signage design proposal, detailed signage specifications including sign dimensions, colors, text size, and installation method;
3. Using desktop publishing software and techniques to provide a comprehensive design concept;

The Signage Design Proposal must include at a minimum the following information:

1. Client department
2. Signage location
3. Date of order
4. Type of sign (i.e. two sided exterior primary identification sign)
5. Legend of materials used in sign
6. Legend of colours used in sign

-
7. A scaled illustration of sign with metric dimensions, including base/support details when required.
 8. Other signage project requirements (i.e. Electrical requirements, replacement sign or new sign).
 9. Preparation and delivery of the Signage Design Proposal.

6. Permit

The offeror must apply for and obtain all permits required by provincial and municipal laws or if requested in the call-up against the standing offer.

7. Master Files of Graphic Symbols

The Offeror at no cost to Canada must maintain electronic files of standard federal graphic symbols of FIP signage and must provide copies as requested by the Standing Offer Authority, Technical Authority or other authorized delegated representative.

8. Project Manager

The Offeror must assign a Project Manager (PM) that will have the responsibility and authority to manage all aspects of the work and be able to make decisions on behalf of the Offeror. The PM must be the contact person with Canada.

The PM must have a minimum of five (5) years of experience as PM with two (2) of those years being related to signage such as, manufacturing, supply, installation, wayfinding, on-site surveys, graphic design and estimation services. The experience must be within the last eight (8) years before the closing date of the Request for a Standing Offer.

December 30, 2010

ANNEX B**REUSABLE NAMEPLATE AND HANGER SPECIFICATIONS****1. General Description**

Reusable nameplate fabricated from two plastic plates with a spacer that would allow the insertion (from both ends) of printed names and cubicle numbers on regular or up to 50 lbs bond paper.

1.1 Single Plate

Description	Requirement
Length	12 inches
Height	2 inches
Back plate	3 mm Black Sintra (or equivalent) painted FIP Dark Grey* on the smooth side OR completely FIP Dark Grey* plate. The painted smooth side will be facing out towards the front plate. The plate will have a ¾ inch semi-circle "thumb notch" centred on right end, planed with light sanding
Front plate	1.5 mm non-glare transparent plastic ¼ inch painted border in FIP Dark Grey* on top, bottom, left side, right side and vertical divider
Nameplate Assembly	3M or equivalent foam tape# applied to top edge, bottom edge, and vertical divider – a 1 5/8 inch slot will remain
Vertical Divider	Painted ¼ inch separator in FIP Dark Grey* position beginning at 2 ¾ inches from the left side. Divider will be separated by foam tape# centred with vertical divider
Nameplate to Hanger Adhesive	Each completed nameplate will have two vertical double-sided 3M (or equivalent) adhesive strips applied (12mm wide) centred for a 6 inch wide hanger

1.2 Double Plate

Description	Requirement
Length	12 inches
Height	3 7/8 inches
Back plate	3 mm Black Sintra (or equivalent) painted FIP Dark Grey* on the smooth side OR completely FIP Dark Grey* plate. The painted smooth side will be facing out towards the front plate. Each nameplate will have a ¾ inch semi-circle "thumb notch" centred on right end, planed with light sanding
Front plate	1.5 mm non-glare transparent plastic ¼ inch painted border in FIP Dark Grey* on top, bottom, left side, right side, vertical dividers and horizontal divider
Nameplate Assembly	3M (or equivalent) foam tape# applied to top edge, bottom edge, vertical dividers and horizontal divider – a 1 5/8 inch slot will remain
Horizontal Divider	Painted 3/8" separator in FIP Dark Grey* position beginning at 1 ¾" inches from the top edge. Divider will be separated by foam tape# centred under horizontal divider

Vertical Dividers	Each divider will be painted ¼ inch separator in FIP Dark Grey* position beginning at 2 ¾ inches from the left side. Each divider will be separated by foam tape# centred under each vertical divider
Nameplate to Hanger Adhesive	Each completed nameplate will have two vertical double-sided 3M (or equivalent) adhesive strips applied (12mm wide) centred for a 6 inch wide hanger

1.3 Triple Plate

Description Requirement

Length 12 inches Height 5 ¾ inches Back plate 3 mm Black Sintra (or equivalent) painted FIP Dark Grey* on the smooth side OR completely FIP Dark Grey* plate. The painted smooth side will be facing out towards the front plate. Each nameplate will have a ¾ inch semi-circle "thumb notch" centred on right end, planed with light sanding Front plate 1.5 mm non-glare transparent plastic ¼ inch painted border in FIP Dark Grey* on top, bottom, left side, right side, vertical divider and horizontal divider Nameplate Assembly 3M or equivalent foam tape# applied to top edge, bottom edge, vertical dividers and horizontal dividers – a 1 5/8 inch slot will remain in each nameplates created Horizontal Dividers Each divider will be a painted 3/8 inch separator in FIP Dark Grey* position beginning at 1 ¾ and 3 3/8 inches from the top edge. Each divider will be separated by foam tape# centred under each horizontal divider Vertical Dividers Each divider will be a painted ¼ inch separator in FIP Dark Grey* position beginning at 2 ¾ inches from the left side. Each divider will be separated by foam tape# centred under each vertical divider Nameplate to Hanger Adhesive Each completed nameplate will have two vertical double-sided 3M (or equivalent) adhesive strips applied (12mm wide) centred for a 6 inch wide hanger

2. Nameplate Hangers

2.1 General Description:

1/8 inch wide 3 mm clear Plexiglas, heat bent, moulded for various wall width and height.

Description	Requirement
Length	6 inches
Width	For various sized walls (i.e. inside dimensions 2, 2 ½, 3 and 3 ½ inches)
Height Nameplate side	3 ½, 5 3/8, and 7 ¼ inches outside dimensions respectively based upon single, double or triple nameplates
Height Support side	2 3/8 inches outside dimension

3. Desktop Nameplates

3.1 General Description

L-Shapes desktop support made from 3 mm clear Plexiglas, heat bent, moulded for single nameplate.

Description	Requirement
Length	6 inches
Height	L-Shaped design angled for maximum

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	viewing
Height Nameplate side	3 ½, inches outside dimensions for single.
Height Support side	3 ½ inches outside dimension

* FIP Dark Grey - (<http://www.fip.gc.ca>) FIP 4.1 Manual - Federal Standard 595B Colors used in Government Procurement US Paint Standard 26008 (semi-gloss)

Foam Tape - 1mm thick and 4 mm wide

One (1) jig (guide) will be provided for nameplate placement 1 ½ inches from the top of the hanger

June 14, 2013

ANNEX C

'CANADA' WORDMARK APPLICATIONS

Exterior Non-illuminated 'Canada' Wordmark Applications On Federal Buildings:

Non-illuminated wordmark signs are individually cut-out letters made from 1" (250mm) 6061 T6 aluminum; water jet cut will provide a smooth finished edge on the letters. The paint finish recommended for the Wordmark is a Duranar XL finish from PPG which has a life span of 15 years plus. A 30 - 50 degree black for the cut-out Canada letters and a Pantone 032 red for the flag over the last a. This finish meets the 500 hour salt spray test, equivalent to a 15 year life span.

Wordmarks can also be produced using 1/4" aluminum in special circumstances.

Each letter should be mounted to the structure using three welded brackets on each letter. A structural engineer stamped drawing would be required for installation at each location, that would take into account the finish of the exterior of the building, the type of anchoring for the prevailing winds in that area, with the building exterior material. Material thickness should be specified by a structural engineer for each location that a Wordmark is to be installed.

The size of exterior wordmark applications are based on the size of the capital "C" – the size of the sign will be determined by the location, for instance 1.2 m, 1.5 m, 1.8 m, and 2.1 m are common sizes.

Depending on client requirements, wordmarks may be illuminated. The most commonly used illumination methods are compact floodlights (operating a metal-halide lamp), low temperature fluorescent lamps, or interior illuminated light-emitting Diode (LED) technology.

Interior 'Canada' Wordmarks:

Interior wordmarks are made from 20mm thick MDF board painted either white or black with red flag above the last "a".

The size of interior wordmark applications are based on the size of the capital "C" – the size of the sign will be determined by the location, for instance 0.23 m, 0.3 m, or 0.36 m are common sizes.

Wordmarks can also be produced using 1/4" aluminum in special circumstances.

Interior wordmarks are typically installed using double-face tape or aluminum mounting pins to secure the letters to a surface although other installation methods may be considered. All wordmark proposals should be reviewed by the Technical Authority prior to production.

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April 1, 2015

ANNEX D

PRICING

Annex D is attached as a separate document in Microsoft excel format.

ANNEX E

PRICE DETERMINATION - THE CONSUMER PRICE INDEX FOR CANADA, ALL ITEMS CPI, NOT SEASONALLY ADJUSTED, HISTORICAL DATA

For each extension period, the firm prices and firm all inclusive hourly rates for each item will be determined by calculating and applying the percentage ratio of the Consumer Price Index for Canada All Items CPI, Not Seasonally Adjusted, Historical Data between the data of the latest twelve (12) months period available sixty (60) calendar days before the expiry date of the Standing Offer and the data of the twelve (12) months period available the month of the closing date of the Request for Standing Offer. The Consumer Price Index can be found in catalogue no. 62-001-X under table 5 the Consumer Price Index for Canada All Items CPI, Not Seasonally Adjusted, Historical Data – Indexes (v41690973), published by Statistics Canada each month of the year.

<http://www5.statcan.gc.ca/bsolc/olc-cel/olc-cel?lang=eng&catno=62-001-XWE>
[Http://www5.statcan.gc.ca/bsolc/olc-cel/olc-cel?lang=eng&catno=62-001-XWE](http://www5.statcan.gc.ca/bsolc/olc-cel/olc-cel?lang=eng&catno=62-001-XWE)<http://www5.statcan.gc.ca/bsolc/olc-cel/olc-cel?catno=62-001-X&chropg=1&lang=eng>

$P_{(e)} = P \times (AVE_{(e)} / AVE)$,
where:

$P_{(e)}$ = Firm Price for the extension period of twelve months;

P = Firm Price of the initial period of the standing offer;

$AVE_{(e)}$ = Index annual average is calculated with the data of the latest twelve (12) months period available sixty (60) calendar days before expiry date of the standing offer. The $AVE_{(e)}$ calculated will not be modified as a result of any revision to the Index.

AVE = Index annual average is calculated with the data of the twelve (12) months period available the month of the closing date of the Request for Standing Offer.

The adjustment derived from the ratio $AVE_{(e)} / AVE$ must not be lower than 1. Should it be the case, the firm prices and firm all inclusive hourly rates for the next 12 months period of the standing offer will remain the same as the firm prices and firm all inclusive hourly rates of the initial period.

Example

For the purpose of this example, a request for standing offer closed on November 25, 2010. The standing offer was issued on January 25, 2011 for an initial period of one (1) year with an option to extend the standing offer for two additional periods of one (1) year. The firm price of the sign was \$150.00 for the initial period.

AVE Determination

In accordance with the definition of AVE above, the twelve (12) months period used for the calculation is from November 2009 to October 2010.

Indexes (v41690973)

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2007	109.4	110.2	111.1	111.6	112.1	111.9	112.0	111.7	111.9	111.6	111.9	112.0
2008	111.8	112.2	112.6	113.5	114.6	115.4	115.8	115.6	115.7	114.5	114.1	113.3
2009	113.0	113.8	114.0	113.9	114.7	115.1	114.7	114.7	114.7	114.6	115.2	114.8
2010	115.1	115.6	115.6	116.0	116.3	116.2	116.8	116.7	116.9	117.4		

$$\text{AVE} = 115.2 + 114.8 + 115.1 + 115.6 + 115.6 + 116.0 + 116.3 + 116.2 + 116.8 + 116.7 + 116.9 + 117.4 = 1392.6$$

$$\text{AVE} = 1392.6 / 12$$

$$= 116.05$$

116.05 is the annual average for the twelve (12) months period available the month of the closing date of the Request for Standing Offer.

AVE_(e) Determination for the first extension period (January 25, 2012 to January 24, 2013)

In accordance with the definition of AVE_(e) above, the twelve (12) months period used for the calculation is from November 2010 to October 2011.

Indexes (v41690973)

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2007	109.4	110.2	111.1	111.6	112.1	111.9	112.0	111.7	111.9	111.6	111.9	112.0
2008	111.8	112.2	112.6	113.5	114.6	115.4	115.8	115.6	115.7	114.5	114.1	113.3
2009	113.0	113.8	114.0	113.9	114.7	115.1	114.7	114.7	114.7	114.6	115.2	114.8
2010	115.1	115.6	115.6	116.0	116.3	116.2	116.8	116.7	116.9	117.4	117.5	117.5
2011	117.8	118.1	119.4	119.8	120.6	119.8	120.0	120.3	120.6	120.8		

$$\text{AVE}_{(e)} = 117.5 + 117.5 + 117.8 + 118.1 + 119.4 + 119.8 + 120.6 + 119.8 + 120.0 + 120.3 + 120.6 + 120.8 = 1432.2$$

$$AVE_{(e)} = 1432.2 / 12 = 119.35$$

119.35 is the annual average for the 12 months period calculated with the data available sixty (60) calendar days before expiry date of the standing offer.

Firm price determination for the first extension period (January 25, 2012 to January 24, 2013)

$$P_{(e)} = P \times (AVE_{(e)} / AVE)$$

$$P_{(e)} = \$150.00 \times (119.35 / 116.05)$$

$$P_{(e)} = \$150.00 \times 1.028$$

$$P_{(e)} = \$154.20$$

\$154.20 would represent the firm price for the first extension period (January 25, 2012 to January 24, 2013).

AVE_(e) Determination for the second extension period (January 25, 2013 to January 24, 2014)

In accordance with the definition of AVE_(e) above, the twelve (12) months period used for the calculation is from November 2011 to October 2012.

Indexes (v41690973)

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2008	111.8	112.2	112.6	113.5	114.6	115.4	115.8	115.6	115.7	114.5	114.1	113.3
2009	113.0	113.8	114.0	113.9	114.7	115.1	114.7	114.7	114.7	114.6	115.2	114.8
2010	115.1	115.6	115.6	116.0	116.3	116.2	116.8	116.7	116.9	117.4	117.5	117.5
2011	117.8	118.1	119.4	119.8	120.6	119.8	120.0	120.3	120.6	120.8	120.9	120.2
2012	120.7	121.2	121.7	122.2	122.1	121.6	121.5	121.8	122.0	122.2		

$$AVE_{(e)} = 120.9 + 120.2 + 120.7 + 121.2 + 121.7 + 122.2 + 122.1 + 121.6 + 121.5 + 121.8 + 122.0 + 122.2 = 1458.1$$

$$AVE_{(e)} = 1458.1 / 12$$

$$= 121.51$$

121.51 is the annual average for the 12 months period calculated with the data available sixty (60) calendar days before expiry date of the standing offer.

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Buyer ID - Id de l'acheteur

hs610

Client Ref. No. - N° de réf. du client

E60HS-130001

CCC No./N° CCC - FMS No/ N° VME

Firm price determination for the second extension period (January 25, 2013 to January 24, 2014)

$$P_{(e)} = P \times (AVE_{(e)} / AVE)$$

$$P_{(e)} = \$150.00 \times (121.51 / 116.05)$$

$$P_{(e)} = \$150.00 \times 1.047$$

$$P_{(e)} = \$157.05$$

\$157.05 would represent the firm price for the second extension period (January 25, 2013 to January 24, 2014).

ANNEX F**SAMPLES****1. Signage Proposal**

The Signage Proposal must be in accordance with Paragraph 1.1 - Primary Identification Sign and Paragraph 5 - Graphic Design Services of Annex A - Statement of Work.

The Signage Proposal must be for the replacement of an existing primary identification sign and must be in accordance with the following:

- Client department: Public Works and Government Services Canada
- Date of order: 17 July 2013
- Type of sign: double-sided extruded aluminum blade Primary Identification Sign with the following bilingual information on the sign:
 - o Top Blade: Government of Canada Gouvernement du Canada
 - o Message blades:
 - o John Smith Building Édifice John Smith
 - o 1234 Smith Street 1234, rue Smith
 - o Bottom blade - 'Canada' wordmark
- Sign dimensions 950 mm high x 2156 mm long;
- The Signage Proposal must also demonstrate the installation of the replacement sign on existing 4" x 4" posts in accordance with the installation guidelines for extruded aluminum exterior blade assembly found in Canadian General Standards Board Manual (CGSB):
 - 109.1M, Signage System, Extruded Aluminum, FIP
 - 109.2M, Letters and Symbols, Die cut Film, FIP
 - 109 GP 5MP, Signage Materials, Interior and Exterior

For colour specifications, please see the following link:

<Http://www.tbs-sct.gc.ca/fip-pcim/spec/T145-eng.asp>

2. Sample Prohibition Sign

The Sample Prohibition Sign must be in accordance with section 4.3, Figure 11: "Regulatory, warning and informational signs – Type 1 prohibition" of the TBS FIP manual, and Article 1.2 of Common Use and Operational Signs of Annex A – Statement of Work. Specifically, this sign must be a "No Trespassing" sign (1E.1.2 from FIP manual 4.3A), measuring 100mm x 350mm, and made from 20 gauge aluminum. The sign must include double sided tape, as it will be affixed to a wall.

For colour specification, please see the following link:

<Http://www.tbs-sct.gc.ca/fip-pcim/spec/T145-eng.asp>

June 26, 2013

ANNEX G

MANDATORY TECHNICAL EVALUATION CRITERIA

M.1 Experience and Expertise of the Proposed Personnel - Project Manager

M.1.1 The Offeror must demonstrate that the Project Manager (PM) has a minimum of five (5) years of experience as PM with two (2) of those years being related to signage such as, manufacturing, supply, installation, wayfinding, on-site surveys, graphic design and estimation services. The experience must be within the last eight (8) years before the closing date of the Request for Standing Offer.

M.2 Experience and Expertise of the Firm

In this section, details must be provided regarding the relevant experience and expertise of the firm in relation to this requirement.

M.2.1 The Offeror must demonstrate it has at least five (5) years of experience within the last six (6) years before the closing date of the Request for Standing Offer, in managing signage projects.

M.2.2 The Offeror must demonstrate it has at least two (2) years of experience within the last three (3) years before the closing date of the Request for Standing Offer, in manufacturing and delivering signage for Major Clients.

Major Clients are defined as having at least ten (10) business locations requiring signage.

The Offeror must provide the list of Major Clients.

M.2.3 The Offeror must demonstrate it or their sub-contractors have provided signage installation services Across Canada within at least two (2) of the last three (3) years before the closing date of the Request for Standing Offer.

Across Canada is defined as Offeror of their sub-contractors having provided signage installation services in at least eight (8) Canadian Provinces/Territories.

The offeror must provide dates, the list of locations and clients for which installation services were provided.

M.2.4 The Offeror must demonstrate it has an annual signage sales volume of at least one (1) million dollars within at least three (3) of the last five (5) years before the closing date of the Request for Standing Offer.

M.2.5 The Offeror must demonstrate how it or their sub-contractors will provide installation services to locations within Comprehensive Land Claim Settlement Areas.

M.2.6 The Offeror must demonstrate they or their sub-contractor have at least five (5) years of experience in Graphic Design related to signage services within the last six (6) years before the closing date of the Request for Standing Offer.

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hs610

Client Ref. No. - N° de réf. du client

E60HS-130001

CCC No./N° CCC - FMS No/ N° VME

M.3 Quality Plan

M.3.1 The Offeror must submit a Quality Plan, which demonstrates how the work including that of sub-contractors will be monitored for quality control.

1. Pricing for the period from date of issuance of the Standing Offer to October 31, 2016.

2. Primary Identification Signs

Table 1A - Aluminum Extrusion System as per TBS FIP 4.2 and the update complete with legends and lettering
Offerors must submit firm prices per meter (graphic design included)

Item	Size	Firm Price
Body Blade	200A	
	150A	
	100A	
	200B	
	150B	
	100B	
Snap-on Back Blade	200C	
	150C	
	100C	

Table 1B - Other Primary Identification Signs as per TBS FIP 4.2 and the update complete with legends and lettering
Offerors must submit firm prices per square meter (graphic design included)

Item	Size	Firm Price
Aluminum sheet 3.175 mm (1/8")	0.01 m2 to < 0.10 m2	
	0.10 m2 to < 1.00 m2	
	1.00 m2 and above	
PVC 3 mm	0.01 m2 to < 0.10 m2	
	0.10 m2 to < 1.00 m2	
	1.00 m2 and above	
PVC 6 mm	0.01 m2 to < 0.10 m2	
	0.10 m2 to < 1.00 m2	
	1.00 m2 and above	

Table 1C - Accessories Related to Primary Identification Signs as per TBS FIP 4.2
Offerors must submit firm prices per unit of issue

Item	Unit of Issue	Firm Price	Estimated quantity for evaluation purposes	Calculated price for evaluation
Blade End Connector 200D	Ea		12	
Blade End Connector 150D	Ea		8	
Blade End Connector 100D	Ea		4	
Column Rail	Meter		4	
Edge Rail	Meter		2	
Posts - 2" X 2"	Meter		6	
Base Plate for 2" X 2"	Ea		6	
Base Cover for 2" X 2"	Ea		6	
Posts Cap for 2" X 2"	Ea		2	
Posts - 4" X 4"	Meter		2	
Base Plate for 4" X 4"	Ea		2	
Base Cover for 4" X 4"	Ea		2	
Posts Cap for 4" X 4"	Ea		2	
Posts - 4" X 6"	Meter		2	
Base Plate for 4" X 6"	Ea		2	
Base Cover for 4" X 6"	Ea		2	
Posts Cap for 4" X 6"	Ea		2	

3. Common Use and Operational Signs

Table 2 - Graphic Symbols as per TBS FIP 4.3A
 Offerors must submit firm prices per square meter (graphic design included)

Item	Size	Firm Price			
		Aluminum 14 Gauge	Aluminum 20 Gauge	PVC 3 mm	PVC 6 mm
Surface Mounted	0 to <0.01 m2				
	0.01 to <0.10 m2				
	0.10 to 0.36 m2				
Double Sided	0 to <0.01 m2				
	0.01 to <0.10 m2				
	0.10 to 0.36 m2				
Counter Sign	0 to <0.01 m2				
	0.01 to <0.10 m2				
	0.10 to 0.36 m2				

Table 3 - Verbal Message -Type 1, 2, 3, 4, 5, 6 as per TBS FIP 4.3A
 Offerors must submit firm prices per square meter (graphic design included)

Item	Firm Price			
	Aluminum 14 Gauge	Aluminum 20 Gauge	PVC 3 mm	PVC 6 mm
All item				

Table 4 - Parking Control Sign as per TBS FIP 4.3 Fig. 12
 Offerors must submit firm prices per sign (graphic design included)

Item	Size	Firm Price	
		Aluminum 14 Gauge	Aluminum 20 Gauge
All item	305mm x 457mm		

4. Nameplates

Table 5A - Nameplates with Applied Legends as per FIP 4.3
 Offerors must submit firm prices per sign (graphic design included)

Item	Firm Price
Wall	
Desk	

Table 5B - Blank Nameplates
 Offerors must submit firm prices per sign

Item	Firm Price
Wall	
Desk	

Table 5C - Legends
 Offerors must submit firm prices per character

Item	size	Firm Price
Legends	5, 6 mm	
	10, 12 mm	

Table 6 - Reusable Nameplate and Hanger Specifications as per Annex B
 Offerors must submit firm prices per sign (graphic design included)

Item	Firm Price
Single Plate	
Double Plate	
Triple Plate	
Desktop	

5. Directory Board

Table 7A - Directory Board Blade with Applied Legends as per TBS FIP 4.3 - Nexus Modular Systems
Offerors must submit firm prices per meter (graphic design included)

Item	Size	Firm Price
Top Blade	60mm	
Body Blade	20mm	

Table 7B - Blank Directory Board Blade - Nexus Modular Systems
Offerors must submit firm prices per meter.

Item	Size	Firm Price
Blade	15 mm	
	20 mm	
	25 mm	
	30 mm	
	40 mm	
	45 mm	
	60 mm	
	75 mm	
	90 mm	
	100 mm	
	120 mm	
150 mm		

Table 7C - Directory Board Legends
Offerors must submit firm prices per character

Item	Size	Firm Price
Legends	5 mm to <10 mm	
	10 mm to <15 mm	
	15 mm to <20 mm	
	20 mm to <30 mm	
	30 mm to <45 mm	
	45 mm to <60 mm	
	60 mm to <75 mm	
	75 mm to 100 mm	

Table 7D - Refurbishing (including preparation and revinyl) of Blades for Directory Board
Offerors must submit firm prices per meter.

Item	Size	Firm Price
Blade	15 mm	
	20 mm	
	25 mm	
	30 mm	
	40 mm	
	45 mm	
	60 mm	
	75 mm	
	90 mm	
	100 mm	
	120 mm	
150 mm		

Table 7E - Directory Board - Nexus Modular System
Offerors must submit firm prices per square meter

Item	Size	Firm Price
Nexus Modular System	0.2 m2 to <1.0 m2	
	1.0 m2 to <5.0 m2	
	5.0 m2 and above	

6. Tactile Signs

Table 8 - Tactile Signs as per TBS FIP 4.3B

Offerors must submit firm prices per sign (graphic design included)

Item	Size	Firm Price
Tactile Signs	75mm x 260 mm	
	150mm x 150 mm	
	150mm x 230 mm	
	150mm x 300 mm	
	150mm x 450 mm	
	200mm x 375 mm	
	450mm x 150 mm	

7. Project Signs

Table 9 - Project Signs as per TBS FIP 4.4

Offerors must submit firm prices per square meter (graphic design included)

Item	Size	Firm Price
Foam Density Board	0.1 m2 to <1.0 m2	
	1.0 m2 to 15m2	
PVC	0.1 m2 to <1.0 m2	
	1.0 m2 to 15m2	
Plywood	0.1 m2 to <1.0 m2	
	1.0 m2 to 15m2	

8. Vehicle Markings

Table 10A - Vehicle Markings - One colour or two colours as per TBS FIP 3.1

Offerors must submit firm prices per square meter (graphic design included)

Item	Quantity Ordered	Firm Price
S-1 (10 mm)	1 to 5	
	6 to 20	
	21 and above	
S-2 (12 mm)	1 to 5	
	6 to 20	
	21 and above	
S-3 (15 mm)	1 to 5	
	6 to 20	
	21 and above	
C-1 (45 mm/320 mm)	1 to 5	
	6 to 20	
	21 and above	
C-2 (55 mm/390 mm)	1 to 5	
	6 to 20	
	21 and above	
C-3 (70 mm/500 mm)	1 to 5	
	6 to 20	
	21 and above	

Table 10B - Vehicle Markings - One colour or two colours as per TBS FIP 3.1

Offerors must submit firm prices per square meter (graphic design included)

Item	Size	Firm Price
All	0 to <0.01 m2	
	0.01 m2 to <0.10 m2	
	0.10 m2 to <1.0 m2	
	1.0 m2 and above	

9. Canada Wordmark - Buildings

Table 11 - Exterior and Interior Canada Wordmark - as per Annex C - Canada Wordmark Applications
Offerors must submit firm prices per meter of high Capital "C" (graphic design included)

Item	Material	Firm Price
High Capital "C"	MDF 20 mm (3/4")	
	Aluminum 6.35 mm (1/4")	
	Aluminum 25.4 mm (1")	

10. Acrylic Sign Modules for Graphic Symbols

Table 12 - Acrylic Sign Modules for Graphic Symbols
Offerors must submit firm prices per square meter (graphic design included)

Item	Size	Firm Price
Double-sided	0 to <0.01 m2	
	0.01 to <0.10 m2	
	0.10 to 0.36 m2	

11. Custom Signage

Table 13 - Custom Signage
Offerors must submit firm prices per square meter (material and manufacturing included)

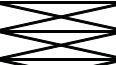
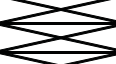
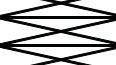
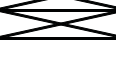




Item	Size	Firm Price	
		Single Side	Double Side
Foam Density Board	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
PVC 3 mm	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
PVC 6 mm	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Plywood	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Aluminium 14 gauge	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Aluminium 20 gauge	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Acrylic	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
MDF	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Magnetic	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Vinyl Decals	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		
	1.0 m2 and above		
Counter Sign	0.01 m2 to <0.10 m2		
	0.10 m2 to <1.0 m2		

Table 14A - Hourly Rates for Wayfinding Services and On Site Survey
Offerors must submit firm all inclusive hourly rate

Regions	Wayfinding Services	On Site Survey
Newfoundland and Labrador		
Northwest Territories		
Nunavut		
Québec		
Yukon		

Table 14B- Hourly Rates for Graphic Design Services, Custom Production and for Refurbishing.
Offerors must submit firm all inclusive hourly rate

Services	
Graphic Design Services	
Custom Production	
Refurbishing	

12. Signage Installation

Table 15 - Hourly Rates for the Labour Category for Installation Services
Offerors must submit firm all inclusive hourly rates

Regions	Labour Categories		
	Engineers	Electricians	Trades
Newfoundland and Labrador			
Northwest Territories			
Nunavut			
Québec			
Yukon			

Table 16 - Hourly Rates for Installation Services
Offerors must submit firm all inclusive hourly rates

Regions	Services				
	Van with one (1) individual - Interior & Exterior Signage	Van with two (2) individuals - Interior & Exterior Signage	Telelift with two (2) individuals - Interior & Exterior Signage	Sixty-five (65) feet Truck Crane with two individuals	Eighty-five (85) feet Truck Crane with two individuals
Newfoundland and Labrador					
Northwest Territories					
Nunavut					
Québec					
Yukon					

Table 17A - Miscellaneous Accessories

Offerors must submit firm prices per unit of issue

Item	Unit of Issue	Firm Price
Hanger 3.5" H X 2" W	Each	
Hanger 3.5" H X 2.5" W	Each	
Hanger 3.5" H X 3" W	Each	
Hanger 3.5" H X 3.5" W	Each	
Hanger 5 3/8" H X 2" W	Each	
Hanger 5 3/8" H X 2.5" W	Each	
Hanger 5 3/8" H X 3" W	Each	
Hanger 5 3/8" H X 3.5" W	Each	
Hanger 7.25" H X 2" W	Each	
Hanger 7.25" H X 2.5" W	Each	
Hanger 7.25" H X 3" W	Each	
Hanger 7.25" H X 3.5" W	Each	
Screen Clip 2"	Each	
Screen Clip 2 1/4"	Each	
Screen Clip 2 1/2"	Each	
Screen Clip 2 3/4"	Each	
Screen Clip 3"	Each	
Screen Clip 3 1/4"	Each	
Screen Clip 3 1/2"	Each	
Screen Clip 3 3/4"	Each	
Screen Clip 4"	Each	
Screen Clip 4 1/4"	Each	
Screen Clip 4 1/2"	Each	

Table 17B - Miscellaneous Accessories

Offerors must submit firm prices per unit of issue

Item	Unit of Issue	Firm Price
Double sided tape	Meter	
Velcro	Meter	
Wall bracket	Each	
Screw and anchor (wood)	Each	
Screw and anchor (cement)	Each	
Chain kit #1	Each	
Chain kit #2	Each	
Chain kit #3	Each	
Aluminum mounting pins	Each	
Plastic spacer 1/4"	Each	

Chain kit #1 : 4 X "S" hooks (1"), 2 JB ceiling clip, 2 lengths of sash chain.

Chain kit #2 : 4 X "S" hooks (1"), 2 JB ceiling clip, 2 lengths of ball chain.

Chain kit #3 : 4 X "S" hooks (1"), 2 JB ceiling clip, 2 lengths of clear fishing line.

Table 17C - Miscellaneous Accessories

Offerors must submit firm prices per Unit of Issue

Item	Unit of Issue	Firm Price
Treated wood 4"X4"	Meter	
Treated wood 6"X6"	Meter	
Omega Post 4 feet	Each	
Omega Post 5 feet	Each	
Omega Post 8 feet	Each	
Omega Post 10 feet	Each	

Table 18 - Hourly Rates for Permit Application Process (cost of permit excluded)

Offerors must submit firm all inclusive hourly rate

Item	Firm all inclusive hourly rate
Administration (for Permit Application Process)	

13. Markup

Table 19 - Markup

Offerors must submit firm markup who will apply for the initial and the extended period

	Firm Markup
Material (for Custom Production, Installation and Refurbishing)	
Subcontracting	
Shipping	

Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Offer (A)	Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Lowest Offer (B)	Lowest Offer (B) divided by the Offer (A)	Weight Factor	Pricing Score per Table
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2. Primary Identification Signs

Table 1A - Aluminum Extrusion System as per TBS FIP 4.2 and the update complete with legends and lettering			70	
Table 1B - Other Primary Identification Signs as per TBS FIP 4.2 and the update complete with legends and lettering			70	
Table 1C - Accessories Related to Primary Identification Signs as per TBS FIP 4.2			20	

3. Common Use and Operational Signs

Table 2 - Graphic Symbols as per TBS FIP 4.3A			115	
Table 3 - Verbal Message -Type 1, 2, 3, 4, 5, 6 as per TBS FIP 4.3A			115	
Table 4 - Parking Control Sign as per TBS FIP 4.3 Fig. 12			12	

4. Nameplates

Table 5A - Nameplates with Applied Legends as per FIP 4.3			20	
Table 5B - Blank Nameplates			20	
Table 5C - Legends			10	
Table 6 - Reusable Nameplate and Hanger Specifications as per Annex B			5	

5. Directory Board

Table 7A - Directory Board Blade with Applied Legends as per TBS FIP 4.3 - Nexus Modular Systems			5	
Table 7B - Blank Directory Board Blade - Nexus Modular Systems			5	
Table 7C - Directory Board Legends			5	
Table 7D - Refurbishing (including preparation and revinyl) of Blades for Directory Board			10	
Table 7E - Directory Board - Nexus Modular System			5	

6. Tactile Signs

Table 8 - Tactile Signs as per TBS FIP 4.3B			15	
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7. Project Signs

Table 9 - Project Signs as per TBS FIP 4.4			5	
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8. Vehicle Markings

Table 10A - Vehicle Markings - One colour or two colours as per TBS FIP 3.1			13	
Table 10B - Vehicle Markings - One colour or two colours as per TBS FIP 3.1			7	

9. Canada Wordmark - Buildings

Table 11 - Exterior and Interior Canada Wordmark - as per Annex C - Canada Wordmark Applications			13	
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10. Acrylic Sign Modules for Graphic Symbols

Table 12 - Acrylic Sign Modules for Graphic Symbols			15	
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Annex D - Pricing

Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Offer (A)	Evaluated Firm Price, Firm All inclusive Hourly Rate or Firm Markup of the Lowest Offer (B)	Lowest Offer (B) divided by the Offer (A)	Weight Factor	Pricing Score per Table
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11. Custom signage

Table 13 - Custom Signage				165	
Table 14A - Hourly Rates for Wayfinding Services and On Site Survey				20	
Table 14B- Hourly Rates for Graphic Design Services, Custom Production and for Refurbishing.				30	

12. Signage installation

Table 15 - Hourly Rates for the Labour Category for Installation Services				5	
Table 16 - Hourly Rates for Installation Services				120	
Table 17A - Miscellaneous Accessories				15	
Table 17B - Miscellaneous Accessories				30	
Table 17C - Miscellaneous Accessories				30	
Table 18 - Hourly Rates for Permit Application Process (cost of permit excluded)				10	

13. Markup

Table 19 - Markup				20	
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Total Pricing Score : 0.000

Annex D - Pricing

Evaluated Firm Price, Firm All Inclusive Hourly Rate or Firm Markup of the Lowest Offer (B)	Evaluated Firm Price, Firm All Inclusive Hourly Rate or Firm Markup of the Offer (A)	Evaluated Firm Price, Firm All Inclusive Hourly Rate or Firm Markup of the other Offers
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6. Tactile Signs

Table 8 - Tactile Signs as per TBS FIP 4.3B		
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7. Project Signs

Table 9 - Project Signs as per TBS FIP 4.4		
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8. Vehicle Markings

Table 10A - Vehicle Markings - One colour or two colours as per TBS FIP 3.1		
Table 10B - Vehicle Markings - One colour or two colours as per TBS FIP 3.1		

9. Canada Wordmark - Buildings

Table 11 - Exterior and Interior Canada Wordmark - as per Annex C - Canada Wordmark Applications		
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10. Acrylic Sign Modules for Graphic Symbols

Table 12 - Acrylic Sign Modules for Graphic Symbols		
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11. Custom signage

Table 13 - Custom Signage		
Table 14A - Hourly Rates for Wayfinding Services and On Site Survey		
Table 14B - Hourly Rates for Graphic Design Services, Custom Production and for Refurbishing.		

