



National Defence

Défense nationale

National Defence Headquarters
Ottawa, Ontario
K1A 0K2

Quartier général de la Défense nationale
Ottawa (Ontario)
K1A 0K2

REQUEST FOR STANDING OFFER DEMANDE D'OFFRE À COMMANDES

RETURN BIDS TO: RETOURNER LES SOUMISSIONS À :

Attn: Adam Cheung
E-mail: Adam.Cheung@forces.gc.ca

Proposal To: National Defence Canada

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

Proposition à : Défense nationale Canada

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

Title/Titre Forensic Sampling Equipment	Solicitation No – N° de l'invitation W6399-24LP79/A
Date of Solicitation – Date de l'invitation 22 May 2024	
Address Enquiries to – Adresser toutes questions à Attn : Adam Cheung E-mail : Adam.Cheung@forces.gc.ca	
Telephone No. – N° de téléphone 613-945-2730	FAX No – N° de fax
Destination See herein	

Instructions:

Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

Instructions: Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

Solicitation Closes – L'invitation prend fin

At – à : 1400hr EDT

On - le : 05 July 2024

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Vendor Name and Address - Raison sociale et adresse du fournisseur	
Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)	
Name/Nom _____	Title/Titre _____
Signature _____	Date _____

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

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

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

1.2 Summary

- 1.2.1** The offer solicitation is being issued to satisfy the requirement of the Department of National Defence for Forensic Sampling and Collection kits for use in operations and training. These will consist of sampling kits, forensic lights, consumables, and other various items. It is intended to result in the award of 1 Standing Offer for three (3) years, plus two (2), one-year irrevocable options allowing Canada to extend the term of the Standing Offer Agreement.
- 1.2.2.** " The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the Canada-Ukraine Free Trade Agreement (CUFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Canadian Free Trade (CFTA), the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Columbia Free Trade Agreement (CCoIFTA), the Canada-Panama Free Trade Agreement (CPanFTA), the Canada-Honduras Free Trade Agreement (CHFTA), the Canada-Korea Free Trade Agreement (CKFTA) and the Canada-European Union Comprehensive Economic and Trade Agreement (CETA). "
- 1.2.3** "The Request for Standing Offers (RFSO) is being solicited to establish a Regional Individual Standing Offer for the requirement detailed in the RFSO, to the Identified Users across Canada, **excluding** locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to

locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting standing offers.”

1.3 Security Requirements

There are no security requirements associated with the requirement of the Standing Offer.

1.4 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

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2006](#) (2023-06-08) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO, with the following modifications:

- a) Section 02, Procurement Business Number is deleted in its entirety.
- b) Section 20(2), Further Information is deleted in its entirety.
- c) Subsection 2.d. of Section 05, Submission of offers, is deleted in its entirety and replaced with the following:

Send its offer only to the address specified in the offer solicitation.

- d) Section 06, Late offers, Is deleted in its entirety;
- e) The text under Section 07, Delayed offers, is deleted in its entirety and replaced with the following:

It is the Offeror's responsibility to ensure that the Contracting Authority has received the entire submission. Misrouting or other electronic delivery issues resulting in late submission of offers will not be accepted.

- f) Subsection 1 of Section 08, Transmission by Facsimile or by epost Connect, is deleted in its entirety.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.2 Electronic Submission of Bids

- a) Bids must be submitted only to the Department of National Defence by the date, time and place indicated on page 1 of the bid solicitation. Bids must be received electronically as noted in subparagraph b).
- b) **Electronic Submissions: Individual e-mails exceeding five (5) megabytes, or that includes other factors such as embedded macros and/or links, may be rejected by the DND e-mail system and/or firewall(s) without notice to the Offeror or Contracting Authority.** Larger bids may be submitted through more than one e-mail. The Contracting Authority will confirm receipt of documents. It is the Offeror's responsibility to ensure that the Contracting Authority has received the entire submission. Offerors should not assume that all documents have been received unless the Contracting Authority confirms receipt of each document. In order to minimize the potential for technical issues, Offerors are

requested to allow sufficient time before the closing time and date to confirm receipt. Technical and financial documents received after the closing time and date will not be accepted.

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

2.3 Equivalent Products

- 1) Products that are equivalent in form, fit, function and quality to the item(s) specified in the Request for Standing Offer will be considered where the Offeror:
 - a) designates the brand name, model and/or part number of the substitute product;
- 2) Products offered as equivalent in form, fit, function and quality will not be considered if:
 - a) the offer fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
 - b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the Request for Standing Offer for that item.
- 3) In conducting its evaluation of the offers, Canada may, but will have no obligation to, request Offerors offering a substitute product to provide technical information demonstrating the equivalency (e.g. Drawing, specification, engineering reports and/or test reports), or to demonstrate that the substitute product is equivalent to the item specified in the Request for Standing Offer, at the sole cost of Offerors, within 15 calendar days of the request. If the Offeror fails to provide the requested information within the specified delay, Canada may declare the offer non-responsive.

Equivalent Products and Replacement Part Number from OEM – Samples

- 2) If the Offeror offers an equivalent product or a replacement part number from the OEM, Canada reserves the right to request a sample from the Offeror in order to determine its equivalency in form, fit, function, quality and performance to the item specified in the Request for Standing Offer.
- 3) The Offeror must, upon request from the Contracting Authority, provide a sample to the Technical Authority, transportation charges prepaid, and without charge to Canada, within 15 calendar days from the date of request. The sample submitted by the Offeror will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract. If the sample does not meet the requirement of the Request for Standing Offer or the Offeror fails to comply with the request of the Contracting Authority, the offer will be declared non-responsive.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

Section I: Technical Offer (one (1) soft copy via email)

Section II: Financial Offer (one (1) soft copy via email)

Section III: Certifications (one (1) soft copy via email)

Section IV: Additional Information (one (1) soft copy via email)

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

Offerors may use Attachment 1 to Part 3 to indicate their prices. If Offerors choose to use Attachment 1 to Part 3 to indicate their prices, Offerors must include Attachment 1 to Part 3 in their financial bid.

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 bid as follows:

Offerors must submit firm prices, Delivered Duty Paid (DDP) at ([48 Portage, Trenton, Ontario, K0K 3W0](#)) Incoterms 2010, Applicable Taxes excluded. The total amount of Applicable Taxes must be shown separately.

Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

3.1.1 Electronic Payment of Invoices - Offer

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

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

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

3.1.2 Exchange Rate Fluctuation

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

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada and one (1) contractor from Calian Group Ltd. will evaluate the offers.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Refer to Annex "C" – Evaluation Plan for the Forensic Sampling and Collection equipment.

4.1.2 Financial Evaluation

- 4.1.2.1** The price of the offer will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) at (48 [Portage, Trenton, Ontario, K0K 3W0](#)) Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria Only

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

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

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

5.2.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide with its offer the required documentation, as applicable), to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969).

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.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

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

6.2 Security Requirements

6.2.1 There is no security requirement applicable to this Standing Offer.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

2005 (2022-12-01) General Conditions - General Conditions – Standing Offers – Goods or Services, apply to and form part of the Standing Offer, with the following modifications:

a. Definition of Minister is modified as follows:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that Minister.

6.3.2 Standing Offers Reporting

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

The Offeror must provide this data in accordance with the reporting requirements detailed in annex entitled "F" Standing Offer Agreement Reporting. If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

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

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

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

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from 'Date of Standing Offer Award' to Three (3) Year from 'Date of Standing Offer Award'.

6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2), one (1) year periods, under the same conditions and at the rates or prices specified in the Standing Offer at Annex B – Basis of Payment.

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

6.4.3 Comprehensive Land Claims Agreements (CLCAs)

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

6.4.4 Shipping Instructions

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

1. Incoterms 2010 "DDP Delivered Duty Paid" Trenton, Ontario see item a below for details.
2. The Contractor must deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.
 - a. Department of National Defence
48 Portage ave.,
Trenton, Ontario
K0K 3W0

6.5. Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Adam Cheung
Title: DLP 8-1-1
Department of National Defence
Acquisitions Branch
Address: 101 Colonel By Dr.,
Ottawa, Ontario
K1A 0K2

Telephone: 613-945-2730
E-mail address: Adam.Cheung@forces.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.

6.5.2 Project Authority *(to be identified at SOA Award)*

The Project Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

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

6.5.3 Offeror's Representative *(to be identified at SOA Award)*

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Directorate of Land Procurement (DLP) 8.

6.7 Call-up Instrument

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

6.7.1 Call-up Procedures

- a) Each Call-up results in a separate contract between Canada and the Offeror.
- b) The Offeror acknowledges that no costs incurred before the receipt of a signed Call-up can be charged to this Standing Offer or any Call-ups made against it.
- c) The Offeror acknowledges and agrees that the terms and conditions set out in the Resulting Contract Clauses that form part of this Standing Offer apply to every Call-up made under this

Standing Offer.

d) The Offeror agrees only to perform individual Call-ups made by an Identified User under this Standing Offer outlined in section 1.6 above.

e) The following call-up process will be followed:

Step 1 – Call-up Request:

The Identified User will provide the following information to the Offeror in a Call-up:

1) The quantity requested to be delivered within ____ (*identified in the Call-up*) calendar days, at rates identified in Annex “B” Basis of Payment.

Step 2 - Offeror’s Response to the Request:

The Offeror must confirm receipt of the Call-up by e-mail within five (5) working days.

6.8 Call-up Instrument

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

6.09 Financial Limitation

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

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

6.10 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2022-12-01), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2022-12-01), General Conditions – Goods (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Technical Requirements for Forensic Sampling Equipment;
- h) the Offeror's offer dated _____ (*to be identified at SOA Award*).

6.11 Certifications and Additional Information

6.11.1 Compliance

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

6.12 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.

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.

6.1 Statement of Work

The Contractor must provide the items detailed in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

[2010A](#) (2022-12-01), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract, with the following modifications:

a. Definition of Minister is modified as follows:

"Canada", "Crown", "His Majesty" or "the Government" means His Majesty the King in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

6.3 Term of Contract

6.3.1 Delivery Date

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

6.4 Payment

6.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s), as specified in Annex "B" for a cost of as specified in the call-up(s). Customs duties are included, and Applicable Taxes are extra.

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

6.4.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____ (*identified at SOA Award*). Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75% committed, or
 - b. four months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.4.3 Multiple Payments

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

6.5 Electronic Payment of Invoices – Call-up

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);
- c. Wire Transfer (International Only);

6.6 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 time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.7 Insurance

SACC Manual clause [G1005C](#) (2016-01-28) Insurance - No Specific Required

6.8 Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

6.9 Packaging Requirement

The Contractor must prepare the Forensic Sampling kit items listed in the deliverables section in Annex 'A' – Statement of Work for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification *D-LM-008-036/SF-000*, DND Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must package item(s) being requested in quantities of up to a maximum of 100 by package.

SACC Manual clause [D2000C](#) (2007-11-30), Markings

SACC Manual clause [D2001C](#) (2007-11-30), Labelling

SACC Manual clause [D2025C](#) (2017-08-17), Wood Packing Materials

SACC Manual Clause [B7500C](#) (2006-06-16), Excess Goods

6.10 Quality Assurance

SACC Manual clause [D5545C](#) (2021-05-20), ISO 9001:2008 – Quality Management Systems Requirement (Quality Assurance Code C)

6.11 Foreign Nationals

SACC Manual clause [A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor)

SACC Manual clause [A2001C](#) (2006-06-16), Foreign Nationals (Foreign Contractor)

ANNEX "A"

STATEMENT OF WORK FOR FORENSIC SAMPLING EQUIPMENT

1.0 Scope

1.1 Purpose

The purpose of this statement of work is to define the scope and requirements that apply to standing offer for the provision of forensic sampling and collection equipment to the Department of National Defence (DND).

1.2 Background

DND has a requirement for a forensic sampling and collection equipment for use in operations and training. The equipment consists of sampling kits, forensic lights and consumables.

2.0 DELIVERABLES

The Offeror must deliver forensic sampling and collection equipment in accordance with the Technical Requirements at Annex C. Each call-up will include the type and quantity of equipment to be delivered.

2.1 Forecasted Demand

The estimated forecasted demand is as follows:

Item	Description	Year 1	Year 2	Year 3	Option Year 1	Option Year 2
Forensic Lights						
L1	Ultra-Violet (UV) Forensic Light	120	20	20	20	20
L2	White Forensic Light	180	20	20	20	20
L3	Forensic Photography Light	5	2	2	2	2
Consumables						
C1	Sterile DNA-Free Cotton Swab	70	100	100	100	100
C2	Sterile Water Ampoules	20	100	100	100	100
C3	Postmortem Record Strip Holder	300	300	300	300	300
C4	Pocket Ceramic Fingerprint Pad	300	300	300	300	300
C5	Compact Military Fingerprint Cards	30	100	100	100	100
C6	Black Marabou Feather Duster	100	100	100	100	100
C7	Retractable Magnetic Powder Applicator	100	100	100	100	100
C8	Red Florescent Fingerprint Powder	350	350	350	350	350
C9	Red Florescent Magnetic Fingerprint Powder	350	350	350	350	350
C10	Fingerprint Hinge Lifter	350	700	700	700	700
C11	Black Gellifter	350	700	700	700	700
C12	Fingerprint Lift Tape Pad	75	350	350	350	350
C13	Backing Cards	84	84	84	84	84
C14	Ruler Pads	250	250	250	250	250
C15	Reversible Vinyl Ruler	75	75	75	75	75
C16	DNA Transport Pouch	40	70	70	70	70
C17	Plain Kraft Paper Bag	400	400	400	400	400
C18	Ziplock Bag	400	400	400	400	400
C19	Desiccant	70	70	70	70	70
C20	Permanent Marker	50	50	50	50	50
Sample Collection Kits						
SCK1	Operational Sample Collection Kit	154	80	80	80	80
SCK2	Training Sample Collection Kit	360	30	30	30	30

3.0 REQUIREMENTS

3.1 Warranty

The Offeror must provide warranty on the procured equipment and consumables against material defects and workmanship, including parts and labor, at no additional cost to DND in accordance with the Offeror's standard warranty provisions for a minimum of one (1) year from delivery.

ANNEX "B"

BASIS OF PAYMENT

The Contractor will be paid in accordance with the following:

Table 1: Firm Year unit prices

Item	Part Number	Description	Year 1	Year 2	Year 3	Option Period 1	Option Period 2
Forensic Lights							
L1		Ultra-Violet (UV) Forensic Light or equivalent; As per Item L1 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
L2		White Forensic Light or equivalent; As per Item L2 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
L3		Forensic Photography Light or equivalent; As per Item L3 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Consumables							
C1		Sterile DNA-Free Cotton Swab or equivalent; As per Item C1 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C2		Sterile Water Ampoules or equivalent; As per Item C2 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

C3		Postmortem Record Strip Holder or equivalent; As per Item C3 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C4		Pocket Ceramic Fingerprint Pad or equivalent; As per Item C4 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C5		Compact Military Fingerprint Cards or equivalent; As per Item C5 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C6		Black Marabou Feather Duster or equivalent; As per Item C6 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C7		Retractable Magnetic Powder Applicator or equivalent; As per Item C7 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C8		Red Florescent Fingerprint Powder or equivalent; As per Item C8 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C9		Red Florescent Magnetic Fingerprint Powder or equivalent; As per Item C9 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

C10	Fingerprint Hinge Lifter or equivalent; As per Item C10 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C11	Black Gellifter or equivalent; As per Item C11 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C12	Fingerprint Lift Tape Pad or equivalent; As per Item C12 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C13	Backing Cards or equivalent; As per Item C13 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C14	Ruler Pads or equivalent; As per Item C14 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C15	Reversible Vinyl Ruler or equivalent; As per Item C15 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C16	DNA Transport Pouch or equivalent; As per Item C16 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C17	Plain Kraft Paper Bag or equivalent; As per Item C17 specifications	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

Sample Collection Kits

SCK1		Operational Sample Collection Kit or equivalent	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
SCK2		Training Sample Collection Kit or equivalent	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
						Sub-Total	\$ _____
						Taxes	\$ _____
						Total	\$ _____

ATTACHMENT 1 TO PART 3 OF THE - BID SOLICITATION**PRICING SCHEDULE**

Offerors may use Attachment 1 to Part 3 to indicate their prices. If Offerors choose to use Attachment 1 to Part 3 to indicate their prices, Offerors must include Attachment 1 to Part 3 in their financial bid.

Table 1: Firm Year 1 unit prices

Item	Description	Estimated Quantity- X	Firm Price per Unit - Y	Total Z = X * Y
L1	Ultra-Violet (UV) Forensic Light or equivalent; As per Item L1 specifications	120		
L2	White Forensic Light or equivalent; As per Item L2 specifications	180		
L3	Forensic Photography Light or equivalent; As per Item L3 specifications	5		
C1	Sterile DNA-Free Cotton Swab or equivalent; As per Item C1 specifications	70		
C2	Sterile Water Ampoules or equivalent; As per Item C2 specifications	20		
C3	Postmortem Record Strip Holder or equivalent; As per Item C3 specifications	300		
C4	Pocket Ceramic Fingerprint Pad or equivalent; As per Item C4 specifications	300		
C5	Compact Military Fingerprint Cards or equivalent; As per Item C5 specifications	30		
C6	Black Marabou Feather Duster or equivalent; As per Item C6 specifications	100		
C7	Retractable Magnetic Powder Applicator or equivalent; As per Item C7 specifications	100		
C8	Red Florescent Fingerprint Powder or equivalent; As per Item C8 specifications	350		
C9	Red Florescent Magnetic Fingerprint Powder or equivalent; As per Item C9 specifications	350		
C10	Fingerprint Hinge Lifter or equivalent; As per Item C10 specifications	350		
C11	Black Gellifter or equivalent; As per Item C11 specifications	350		
C12	Fingerprint Lift Tape Pad or equivalent; As per Item C12 specifications	75		
C13	Backing Cards or equivalent; As per Item C13 specifications	84		
C14	Ruler Pads or equivalent; As per Item C14 specifications	250		
C15	Reversible Vinyl Ruler or equivalent; As per Item C15 specifications	75		
C16	DNA Transport Pouch or equivalent; As per Item C16 specifications	40		
C17	Plain Kraft Paper Bag or equivalent; As per Item C17 specifications	400		
C18	Ziplock Bag or equivalent; As per Item C18 specifications	400		
C19	Desiccant or equivalent; As per Item C19 specifications	70		
C20	Permanent Marker or equivalent; As per Item C20 specifications	50		
SCK1	Operational Sample Collection Kit or equivalent	154		

SCK2	Training Sample Collection Kit or equivalent	360		
A = TOTAL BID PRICE FOR INITIAL PERIOD (=SUM OF COLUMN Z)				\$ _____

Table 2: Firm Year 2 Unit prices

Item	Description	Estimated Quantity- X	Firm Price per Unit - Y	Total Z = X * Y
L1	Ultra-Violet (UV) Forensic Light or equivalent; As per Item L1 specifications	20		
L2	White Forensic Light or equivalent; As per Item L2 specifications	20		
L3	Forensic Photography Light or equivalent; As per Item L3 specifications	2		
C1	Sterile DNA-Free Cotton Swab or equivalent; As per Item C1 specifications	100		
C2	Sterile Water Ampoules or equivalent; As per Item C2 specifications	100		
C3	Postmortem Record Strip Holder or equivalent; As per Item C3 specifications	300		
C4	Pocket Ceramic Fingerprint Pad or equivalent; As per Item C4 specifications	300		
C5	Compact Military Fingerprint Cards or equivalent; As per Item C5 specifications	100		
C6	Black Marabou Feather Duster or equivalent; As per Item C6 specifications	100		
C7	Retractable Magnetic Powder Applicator or equivalent; As per Item C7 specifications	100		
C8	Red Florescent Fingerprint Powder or equivalent; As per Item C8 specifications	350		
C9	Red Florescent Magnetic Fingerprint Powder or equivalent; As per Item C9 specifications	350		
C10	Fingerprint Hinge Lifter or equivalent; As per Item C10 specifications	700		
C11	Black Gellifter or equivalent; As per Item C11 specifications	700		
C12	Fingerprint Lift Tape Pad or equivalent; As per Item C12 specifications	350		
C13	Backing Cards or equivalent; As per Item C13 specifications	84		
C14	Ruler Pads or equivalent; As per Item C14 specifications	250		
C15	Reversible Vinyl Ruler or equivalent; As per Item C15 specifications	75		
C16	DNA Transport Pouch or equivalent; As per Item C16 specifications	70		
C17	Plain Kraft Paper Bag or equivalent; As per Item C17 specifications	400		
C18	Ziplock Bag or equivalent; As per Item C18 specifications	400		
C19	Desiccant or equivalent; As per Item C19 specifications	70		
C20	Permanent Marker or equivalent; As per Item C20 specifications	50		
SCK1	Operational Sample Collection Kit or equivalent	80		

SCK2	Training Sample Collection Kit or equivalent	30		
B = TOTAL BID PRICE FOR INITIAL PERIOD (=SUM OF COLUMN Z)				\$ _____

Table 3: Firm Year 3 Unit Prices

Item	Description	Estimated Quantity- X	Firm Price per Unit - Y	Total Z = X * Y
L1	Ultra-Violet (UV) Forensic Light or equivalent; As per Item L1 specifications	20		
L2	White Forensic Light or equivalent; As per Item L2 specifications	20		
L3	Forensic Photography Light or equivalent; As per Item L3 specifications	2		
C1	Sterile DNA-Free Cotton Swab or equivalent; As per Item C1 specifications	100		
C2	Sterile Water Ampoules or equivalent; As per Item C2 specifications	100		
C3	Postmortem Record Strip Holder or equivalent; As per Item C3 specifications	300		
C4	Pocket Ceramic Fingerprint Pad or equivalent; As per Item C4 specifications	300		
C5	Compact Military Fingerprint Cards or equivalent; As per Item C5 specifications	100		
C6	Black Marabou Feather Duster or equivalent; As per Item C6 specifications	100		
C7	Retractable Magnetic Powder Applicator or equivalent; As per Item C7 specifications	100		
C8	Red Florescent Fingerprint Powder or equivalent; As per Item C8 specifications	350		
C9	Red Florescent Magnetic Fingerprint Powder or equivalent; As per Item C9 specifications	350		
C10	Fingerprint Hinge Lifter or equivalent; As per Item C10 specifications	700		
C11	Black Gellifter or equivalent; As per Item C11 specifications	700		
C12	Fingerprint Lift Tape Pad or equivalent; As per Item C12 specifications	350		
C13	Backing Cards or equivalent; As per Item C13 specifications	84		
C14	Ruler Pads or equivalent; As per Item C14 specifications	250		
C15	Reversible Vinyl Ruler or equivalent; As per Item C15 specifications	75		
C16	DNA Transport Pouch or equivalent; As per Item C16 specifications	70		
C17	Plain Kraft Paper Bag or equivalent; As per Item C17 specifications	400		
C18	Ziplock Bag or equivalent; As per Item C18 specifications	400		
C19	Desiccant or equivalent; As per Item C19 specifications	70		
C20	Permanent Marker or equivalent; As per Item C20 specifications	50		
SCK1	Operational Sample Collection Kit or equivalent	80		

SCK2	Training Sample Collection Kit or equivalent	30		
C = TOTAL BID PRICE FOR INITIAL PERIOD (=SUM OF COLUMN Z)				\$ _____

Table 4: Option Year 1 Unit Prices

Item	Description	Estimated Quantity- X	Firm Price per Unit - Y	Total Z = X * Y
L1	Ultra-Violet (UV) Forensic Light or equivalent; As per Item L1 specifications	20		
L2	White Forensic Light or equivalent; As per Item L2 specifications	20		
L3	Forensic Photography Light or equivalent; As per Item L3 specifications	2		
C1	Sterile DNA-Free Cotton Swab or equivalent; As per Item C1 specifications	100		
C2	Sterile Water Ampoules or equivalent; As per Item C2 specifications	100		
C3	Postmortem Record Strip Holder or equivalent; As per Item C3 specifications	300		
C4	Pocket Ceramic Fingerprint Pad or equivalent; As per Item C4 specifications	300		
C5	Compact Military Fingerprint Cards or equivalent; As per Item C5 specifications	100		
C6	Black Marabou Feather Duster or equivalent; As per Item C6 specifications	100		
C7	Retractable Magnetic Powder Applicator or equivalent; As per Item C7 specifications	100		
C8	Red Florescent Fingerprint Powder or equivalent; As per Item C8 specifications	350		
C9	Red Florescent Magnetic Fingerprint Powder or equivalent; As per Item C9 specifications	350		
C10	Fingerprint Hinge Lifter or equivalent; As per Item C10 specifications	700		
C11	Black Gellifter or equivalent; As per Item C11 specifications	700		
C12	Fingerprint Lift Tape Pad or equivalent; As per Item C12 specifications	350		
C13	Backing Cards or equivalent; As per Item C13 specifications	84		
C14	Ruler Pads or equivalent; As per Item C14 specifications	250		
C15	Reversible Vinyl Ruler or equivalent; As per Item C15 specifications	75		
C16	DNA Transport Pouch or equivalent; As per Item C16 specifications	70		
C17	Plain Kraft Paper Bag or equivalent; As per Item C17 specifications	400		
C18	Ziplock Bag or equivalent; As per Item C18 specifications	400		
C19	Desiccant or equivalent; As per Item C19 specifications	70		
C20	Permanent Marker or equivalent; As per Item C20 specifications	50		
SCK1	Operational Sample Collection Kit or equivalent	80		

SCK2	Training Sample Collection Kit or equivalent	30		
D = TOTAL BID PRICE FOR INITIAL PERIOD (=SUM OF COLUMN Z)				\$ _____

Table 5: Option Year 2 Unit Prices

Item	Description	Estimated Quantity- X	Firm Price per Unit - Y	Total Z = X * Y
L1	Ultra-Violet (UV) Forensic Light or equivalent; As per Item L1 specifications	20		
L2	White Forensic Light or equivalent; As per Item L2 specifications	20		
L3	Forensic Photography Light or equivalent; As per Item L3 specifications	2		
C1	Sterile DNA-Free Cotton Swab or equivalent; As per Item C1 specifications	100		
C2	Sterile Water Ampoules or equivalent; As per Item C2 specifications	100		
C3	Postmortem Record Strip Holder or equivalent; As per Item C3 specifications	300		
C4	Pocket Ceramic Fingerprint Pad or equivalent; As per Item C4 specifications	300		
C5	Compact Military Fingerprint Cards or equivalent; As per Item C5 specifications	100		
C6	Black Marabou Feather Duster or equivalent; As per Item C6 specifications	100		
C7	Retractable Magnetic Powder Applicator or equivalent; As per Item C7 specifications	100		
C8	Red Florescent Fingerprint Powder or equivalent; As per Item C8 specifications	350		
C9	Red Florescent Magnetic Fingerprint Powder or equivalent; As per Item C9 specifications	350		
C10	Fingerprint Hinge Lifter or equivalent; As per Item C10 specifications	700		
C11	Black Gellifter or equivalent; As per Item C11 specifications	700		
C12	Fingerprint Lift Tape Pad or equivalent; As per Item C12 specifications	350		
C13	Backing Cards or equivalent; As per Item C13 specifications	84		
C14	Ruler Pads or equivalent; As per Item C14 specifications	250		
C15	Reversible Vinyl Ruler or equivalent; As per Item C15 specifications	75		
C16	DNA Transport Pouch or equivalent; As per Item C16 specifications	70		
C17	Plain Kraft Paper Bag or equivalent; As per Item C17 specifications	400		
C18	Ziplock Bag or equivalent; As per Item C18 specifications	400		
C19	Desiccant or equivalent; As per Item C19 specifications	70		
C20	Permanent Marker or equivalent; As per Item C20 specifications	50		
SCK1	Operational Sample Collection Kit or equivalent	80		

SCK2	Training Sample Collection Kit or equivalent	30		
E = TOTAL BID PRICE FOR INITIAL PERIOD (=SUM OF COLUMN Z)				\$ _____

TOTAL BID PRICE	
TOTAL BID PRICE A FOR INITIAL PERIOD YEAR 1	\$ _____
TOTAL BID PRICE B FOR INITIAL PERIOD YEAR 2	\$ _____
TOTAL BID PRICE C FOR INITIAL PERIOD YEAR 3	\$ _____
TOTAL BID PRICE D FOR OPTION PERIOD 1	\$ _____
TOTAL BID PRICE E FOR OPTION PERIOD 2	\$ _____
TOTAL BID PRICE = (SUM A + B + C + D + E)	\$ _____

Note: Taxes are **not** to be applied to the bid pricing.

Bid Currency	
Are Taxes Applicable	YES / NO

Annex 'C'

TECHNICAL REQUIREMENTS FOR FORENSIC SAMPLING EQUIPMENT

1.0 SCOPE

1.1 Scope

This specification details the technical requirements for the Forensic Sampling and Collection Equipment.

1.2 Acronyms

DNA	Deoxyribonucleic Acid
LED	Light Emitting Diode
UV	Ultra-Violet

1.3 Technical Requirements

The technical requirements for the Forensic Sampling and Collection Equipment are detailed in the following sections.

1.4 Forensic Lights

Forensic lights as follows:

- (a) Item L1: Ultra-Violet (UV) Forensic Light – The infrared forensic light must be the Lynn Peavey Company BattleLite UV model #56038 (or equivalent) as follows:
 - i. 3-Watt forensic light;
 - ii. LED UV light head (395 nm wavelength);
 - iii. Hi-Lo power switch;
 - iv. Single thumb-operated on/off switch;
 - v. Shock, dust and moisture resistant; and
 - vi. Quantity: Package of one (1);
- (b) Item L2: White Forensic Light – The white forensic light must be the Lynn Peavey Company BattleLite white model #56034 (or equivalent) as follows:
 - i. 3-Watt forensic light;
 - ii. LED white light head;
 - iii. Hi-Lo power switch;
 - iv. Single thumb-operated on/off switch;
 - v. Shock, dust and moisture resistant; and
 - vi. Quantity: Package of one (1);
- (c) Item L3: Forensic Photography Light – The forensic photography light must be the FoxFury D100 Photography Scene LED Light System model #700-DH-341 (or equivalent) as follows:
 - i. Output: 2300 lumen, 15-degree beam, 5000 K white light;
 - ii. Rechargeable lithium ion batteries (battery charger included);
 - iii. Life: Up to 70 hours on a single charge;
 - iv. Hand-held with included handle;
 - v. Permit mounting to a standard camera tripod; and
 - vi. Quantity: Package of one (1).

1.5 Consumables

Sample collection consumables as follows:

- (a) Item C1: Sterile DNA-Free Cotton Swab – The sterile DNA-free cotton swab must be the Puritan 152.4 mm (6 in) DNA-free standard cotton swab part # 25-806 1WC FDNA (or equivalent) as follows:

-
- i. Overall Length: 152.4 mm (6 in);
 - ii. Tip Diameter: 4.775 mm (0.188 in);
 - iii. Handle: Wood;
 - iv. Tip Material: Cotton, standard shape;
 - v. Sterile and certified DNA free; and
 - vi. Quantity: Package of twenty (20);
- (b) Item C2: Sterile Water Ampoules – The sterile water ampoules must be the Sirchie 3 ml Sterile Water Ampule SKU# KCP247C (or equivalent) as follows:
- i. Sterile water;
 - ii. 3 ml vile;
 - iii. Twist-off top; and
 - iv. Quantity: Package of four (4);
- (c) Item C3: Postmortem Record Strip Holder – The postmortem record strip holder must be the Sirchie Postmortem Record Strip Holder (Cadaver Spoon) SKU# A-2420 (or equivalent) as follows:
- i. Supports fingerprinting immobilized fingers; and
 - ii. Holds the fingerprint record strip;
 - iii. Supports the finger; and
 - iv. Quantity: Package of one (1);
- (d) Item C4: Pocket Ceramic Fingerprint Pad – The pocket ceramic fingerprint pad must be the Sirchie EZID Pocket Ceramic Fingerprint Pad SKU# A-2440 (or equivalent) as follows:
- i. Nominal size: 3.8 cm x 5 cm (1.5 in x 2 in);
 - ii. Plastic case with snap-closing hinged cover;
 - iii. Full-size ink pad that permits both rolled and plain impressions; and
 - iv. Quantity: Package of one (1);
- (e) Item C5: Compact Military Fingerprint Cards – The compact military fingerprint cards must be the Evident Compact Military Fingerprint Cards model # TRKL1 (or equivalent) as follows:
- i. Extra-heavy white card stock;
 - ii. Printed with non-fading red ink;
 - iii. Includes space for ten (10) rolled impressions on one side and ten (10) plain impressions on the other side; and
 - iv. Quantity: Package of eight (8);
- (f) Item C6: Black Marabou Feather Duster – The black marabou feather duster must be the Sirchie Black Marabou Feather Duster SKU# B2425 (or equivalent) as follows:
- i. Handle and ferrule length (nominal): 11.7 cm (4.625 in);
 - ii. Feather length (nominal): 11.4 cm (5.4 in);
 - iii. Black in color;
 - iv. Design for primary and secondary latent print development using any type of fingerprint powder;
 - v. Include storage tube and cap; and
 - vi. Quantity: Package of one (1);
- (g) Item C7: Retractable Magnetic Powder Applicator – The retractable magnetic powder applicator must be the Latent Forensics Retractable Magnetic Powder Applicator SKU# B-9903 as follows:
- i. Standard pen size;
 - ii. Retractable magnetic powder applicator tip; and
 - iii. Quantity: Package of one (1);
- (h) Item C8: Red Florescent Fingerprint Powder – The red florescent fingerprint powder must be the Sirchie REDescent Florescent Fingerprint Powder SKU# LL701 (or equivalent) as follows:

-
- i. Red florescent latent print powder for use on dark or multi-colored surfaces;
 - ii. Enhanced visibility when illuminated with ultraviolet light;
 - iii. 59 ml (2 oz) size; and
 - iv. Quantity: Package of one (1);
- (i) Item C9: Red Florescent Magnetic Fingerprint Powder – The red florescent magnetic fingerprint powder must be the Sirchie REDCHARGE Florescent Magnetic Fingerprint Powder SKU# LL601 (or equivalent) as follows:
- i. Red florescent magnetic powder featuring bright pigments, ferrous compounds and an anti-smudge additive primarily for use on multi-colored backgrounds;
 - ii. Enhanced visibility when illuminated with ultraviolet blue or green florescent light;
 - iii. 30 ml (1 oz) size; and
 - iv. Quantity: Package of one (1);
- (j) Item C10: Fingerprint Hinge Lifter – The fingerprint hinge lifter must be the Sirchie Black Write-On Tab Lifter SKU# LP131LB (or equivalent) as follows:
- i. Nominal size: 5 cm x 10 cm (2 in x 4 in);
 - ii. Lifting Medium: Acrylic adhesive on a clear acetate (mylar) tab;
 - iii. Backing (cover) Sheet: Clear acetate or opaque vinyl;
 - iv. Include a write-on tab at the base of the lifter assembly; and
 - v. Quantity: Four (4) packages of twelve (12) (48 total);
- (k) Item C11: Black Gellifter – The black gellifter must be the BVDA Black Gellifter SKU# LT-0321 (or equivalent) as follows:
- i. Nominal size: 5 cm x 10 cm (2 in x 4 in);
 - ii. Low-tack adhesive gelatin layer
 - iii. Flexible black high-gloss backing material;
 - iv. Permits lifting fingerprints, dust marks and micro traces from porous and non-porous surfaces; and
 - v. Quantity: Two (2) packages of twelve (12) (24 total);
- (l) Item C12: Fingerprint Lift Tape Pad – The fingerprint lift tape pad must be the Latent Forensics Fingerprint Lift Tape Pad SKU# LT-0106 (or equivalent) as follows:
- i. Nominal size: 5 cm x 15 cm (2 in x 6 in);
 - ii. Package of twenty-five (25) pre-cut strips of clear, air bubble free, fingerprint tape attached to a poly pad; and
 - iii. Quantity: Package of one (1) pad;
- (m) Item C13: Backing Cards – The backing cards must be the Latent Forensics Backing Cards SKU# A-4605 (or equivalent) as follows:
- i. Nominal size: 7.62 cm x 12.7 cm (3 in x 5 in); and
 - ii. Black front face;
 - iii. White write-on back; and
 - iv. Quantity: Package of twelve (12);
- (n) Item C14: Ruler Pad – The ruler pad must be the Lynn Peavey Light Adhesive Photo Scale Pad item # 02120 (or equivalent) as follows:
- i. Non-reflective photo scale with a light adhesive backing;
 - ii. 5 cm (2 in) in length;
 - iii. Fifty (50) scales per pad;
 - iv. Scale graded with distinct markings at 0.125 in, 0.25 in, 0.5 in and 1 in; and
 - v. Quantity: Package of two (2) pads;
- (o) Item C15: Reversible Vinyl Ruler – The revisable vinyl ruler must be the Latent Forensics Vinyl Ruler SKU# R-0801 (or equivalent) as follows:

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- i. Length: 15 cm (5.9 in);
 - ii. Reversible, black on one side and white on the other side;
 - iii. Scale graded in mm with distinct markings at 5 and 10 mm intervals; and
 - iv. Quantity: Package of one (1);
- (p) Item C16: DNA Transport Pouch – The DNA transport pouch must be the Arrowhead Forensics DNA Transport Pouch Part # A-7121 (or equivalent) as follows:
- i. Nominal size: 19.7 cm x 8.9 cm (7.75 in x 3.5 in);
 - ii. Paper envelope pouch with adhesive self-sealing (no moisture required) closure on the narrow end;
 - iii. White write-on outer surface; and
 - iv. Package of twelve (12);
- (q) Item C17: Plain Kraft Paper Bag – The plain Kraft paper bag must be the Latent Forensics Plain Kraft Paper Bag SKU# E-3502 (or equivalent) as follows:
- i. Nominal size: 12.7 cm x 8.26 cm x 24.8 cm tall (5 in x 3.25 in x 9.75 in);
 - ii. Heavy Kraft paper construction;
 - iii. Rectangular shape top to bottom; and
 - iv. Package of six (6);
- (r) Item C18: Ziplock Bag – The Ziplock bag must be as follows:
- i. Nominal size: 15.2 cm x 20.3 cm (6 in x 8 in);
 - ii. 8 mil polyethylene;
 - iii. Positive locking zip-style closure; and
 - iv. Package of twelve (12);
- (s) Item C19: Desiccant – The desiccant must be the Latent Forensics Desiccant SKU# NDDB-02 (or equivalent) as follows:
- i. Silica gel desiccant;
 - ii. 1 gram individual packets; and
 - iii. Quantity: Package of twenty (20);
- (t) Item C20: Permanent Marker – The permanent marker must be the Sharpie Super-Fine Point Marker item # 33666PP (or equivalent) as follows:
- i. Super fine tip;
 - ii. Black;
 - iii. Permanent ink that marks on almost any surface including paper, plastic and metal;
 - iv. Quick drying and resistant to water and fading;
 - v. Conforms to the health requirements of ASTM D-4236 (Standard Practice for Labeling Art Materials for Chronic Health Hazards); and
 - vi. Package of one (1).

1.6 Sample Collection Kits

Sample Collection Kits must be as follows:

- (a) SCK 1: Operational Sample Collection Kit as follows:
- i. Assembled in a certified ISO 5 (Class 5) Clean Room in accordance with ISO 14644-1:2015 (Cleanrooms and Associated Controlled Environments);
 - ii. Have a shelf life, when stored in accordance with the manufacturers recommendations, of no less than two (2) years;
 - iii. Where applicable, the contents for each pouch are to be drawn from the same production lot of material from the manufacturer;
 - iv. Include quantity one (1) small pouch as follows:
 - a. Nominal size as follows:
 - 1. Length: 14 cm (5.5 in);

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2. Width: 11.4 cm (4.5 in); and
 3. Height: 6.35 cm (2.5 in);
- b. Contents as follows:
1. Quantity one (1) package of four (4) item C2: Sterile Water Ampoules;
 2. Quantity one (1) package of one (1) item C3: Postmortem Record Strip Holder;
 3. Quantity one (1) package of one (1) item C4: Pocket Ceramic Fingerprint Pad;
 4. Quantity one (1) package of one (1) item C7: Retractable Magnetic Powder Applicator;
 5. Quantity one (1) package of one (1) item C8: Red Florescent Fingerprint Powder;
 6. Quantity one (1) package of one (1) item C9: Red Florescent Magnetic Fingerprint Powder;
 7. Quantity one (1) package of two (2) pads item C14: Ruler Pad;
 8. Quantity one (1) package of one (1) item C15: Reversible Vinyl Ruler;
 9. Quantity one (1) package of twenty (20) item C19: Desiccant; and
 10. Quantity one (1) package of one (1) item C20: Permanent Marker;
- v. Include quantity one (1) small pouch as follows:
- a. Nominal size as follows:
1. Length: 14 cm (5.5 in);
 2. Width: 11.4 cm (4.5 in); and
 3. Height: 6.35 cm (2.5 in);
- b. Contents as follows:
1. Quantity four (4) packages of twelve (12) (48 total) item C10: Fingerprint Hinge Lifter;
 2. Quantity two (2) packages of twelve (12) (24 total) item C11: Black Gellifter; and
 3. Quantity one (1) package of one (1) pad item C12: Fingerprint Lift Tape Pad;
- vi. Include quantity one (1) small pouch as follows:
- a. Nominal size as follows:
1. Length: 25 cm (10 in);
 2. Width: 13.3 cm (5.25 in); and
 3. Height: 8.9 cm (3.5 in);
- b. Contents as follows:
1. Quantity one (1) package of twenty (20) item C1: Sterile DNA-Free Cotton Swab;
 2. Quantity one (1) package of eight (8) item C5: Compact Military Fingerprint Cards;
 3. Quantity one (1) package of one (1) item C6: Black Marabou Feather Duster;
 4. Quantity one (1) package of twelve (12) item C13: Backing Cards;
 5. Quantity one (1) package of twelve (12) item C16: DNA Transport Pouch;
 6. Quantity one (1) package of six (6) item C17: Plain Kraft Paper Bag; and
 7. Quantity one (1) package of twelve (12) item C18: Ziplock Bag;
- vii. Packaged as follows:
- a. Enclosed in a non-transparent bag that prevents ultra-violet light exposure of the contents
- b. Bags to be vacuum packed and heat sealed to effect closure; and
- c. Legibly marked (labeled) on the exterior of the bag as follows:
Forensic Sample Kit – Operational Use; and
Date of assembly;

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- (b) SCK 2: Training Sample Collection Kit as follows:
- i. Have a shelf life, when stored in accordance with the manufacturers recommendations, of no less than two (2) years;
 - ii. Include quantity one (1) small pouch as follows:
 - a. Nominal size as follows:
 1. Length: 14 cm (5.5 in);
 2. Width: 11.4 cm (4.5 in); and
 3. Height: 6.35 cm (2.5 in);
 - b. Contents as follows:
 1. Quantity one (1) package of four (4) item C2: Sterile Water Ampoules;
 2. Quantity one (1) package of one (1) item C3: Postmortem Record Strip Holder;
 3. Quantity one (1) package of one (1) item C4: Pocket Ceramic Fingerprint Pad;
 4. Quantity one (1) package of one (1) item C7: Retractable Magnetic Powder Applicator;
 5. Quantity one (1) package of one (1) item C8: Red Florescent Fingerprint Powder;
 6. Quantity one (1) package of one (1) item C9: Red Florescent Magnetic Fingerprint Powder;
 7. Quantity one (1) package of two (2) pads item C14: Ruler Pad;
 8. Quantity one (1) package of one (1) item C15: Reversible Vinyl Ruler;
 9. Quantity one (1) package of twenty (20) item C19: Desiccant; and
 10. Quantity one (1) package of one (1) item C20: Permanent Marker;
 - iii. Include quantity one (1) small pouch as follows:
 - a. Nominal size as follows:
 1. Length: 14 cm (5.5 in);
 2. Width: 11.4 cm (4.5 in); and
 3. Height: 6.35 cm (2.5 in);
 - b. Contents as follows:
 1. Quantity four (4) packages of twelve (12) (48 total) item C10: Fingerprint Hinge Lifter;
 2. Quantity two (2) packages of twelve (12) (24 total) item C11: Black Gellifter; and
 3. Quantity one (1) package of one (1) pad item C12: Fingerprint Lift Tape Pad;
 - iv. Include quantity one (1) small pouch as follows:
 - a. Nominal size as follows:
 1. Length: 25 cm (10 in);
 2. Width: 13.3 cm (5.25 in); and
 3. Height: 8.9 cm (3.5 in);
 - b. Contents as follows:
 1. Quantity one (1) package of twenty (20) item C1: Sterile DNA-Free Cotton Swab;
 2. Quantity one (1) package of eight (8) item C5: Compact Military Fingerprint Cards;
 3. Quantity one (1) package of one (1) item C6: Black Marabou Feather Duster;
 4. Quantity one (1) package of twelve (12) item C13: Backing Cards;
 5. Quantity one (1) package of twelve (12) item C16: DNA Transport Pouch;
 6. Quantity one (1) package of six (6) item C17: Plain Kraft Paper Bag; and
 7. Quantity one (1) package of twelve (12) item C18: Ziplock Bag;
 - v. Packaged as follows:

- a. Enclosed in a non-transparent bag that prevents ultra-violet light exposure of the contents
- b. Bags to be vacuum packed and heat sealed to effect closure; and
- c. Legibly marked (labeled) on the exterior of the bag as follows;
Forensic Sample Kit – Training Use Only; and
Date of assembly.

ANNEX 'D'
EVALUATION PLAN FOR FORENSIC SAMPLING EQUIPMENT

GENERAL

1.1. Purpose

This document details the evaluation process for the Forensic Sampling and Collection Equipment.

1.2. Instructions

Offerors will be assessed in accordance with the criteria detailed in this document. Mandatory requirements are identified by the word "must". All mandatory requirements must be met.

OFFER DOCUMENTATION

Proposal Requirements

The Offeror must provide a completed Compliance Matrix including proof of compliance and Written Confirmations as specified in Table 1. Only Offerors that are offering equivalent products must complete those sections annotated "Equivalent Only". For the purposes of this RFSO:

- (a) A Written Confirmation is a written statement from the Offeror, signed by an authorized company representative, guaranteeing it will fully comply with the requirement identified in the "Requirement" column of Table 1. Canada reserves the right to verify the statements made in the Written Confirmation; and
- (b) Within Table 1 specified products are identified as permitting an equivalent, identified by the wording "or equivalent". Where an equivalent product is offered, a Certificate of Compliance (C of C) is required. A C of C is a written statement from the Offeror, signed by an authorized company representative, guaranteeing the full compliance of the equivalent product to the requirement, identified in the "Requirement" column of Table 1. Canada reserves the right to verify the statements made in the C of C. A C of C must:
 - i. Designate the brand name, model and/or part number of the equivalent product;
 - ii. State that the equivalent product is fully interchangeable with the item specified; and
 - iii. Include a complete technical data package to include specifications and descriptive literature of the equivalent product;

2.0 EVALUATION APPROACH

2.1. Phase I - Technical Evaluation

DND will assemble a Technical Evaluation Team (that may include Contractors) who will evaluate the Offers in accordance with the Mandatory Requirements in Table 1. The evaluation will be conducted on the supplied information only. All mandatory criteria must be met or the Offer submission will be deemed non-compliant. Failure to provide sufficient detail in the Offer submission to evaluate the proposal against the mandatory criteria will also deem the Offer non-compliant. Even if an Offer fails to meet as few as one mandatory criterion that Offer will be non-compliant and will be given no further consideration.

2.1.1. Evaluation of Equivalent Products

If the Offeror provides a product that is said to be equivalent (i.e., not as specified in Annex B), the specification for the equivalent product, as provided by the Offeror, will be compared to the published specification for the product requested in Annex B to determine equivalency in form, fit and function. Products offered as equivalent in form, fit and function will not be considered for evaluation if the Offer fails to provide all information requested to allow the Evaluation Team to fully evaluate the equivalency of the equivalent products. In conducting its evaluation of the Offers, Canada may, but will have no obligation to, request Offerors offering an equivalent product to demonstrate, at the sole cost of the Offerors, that the product is equivalent to the item specified in the Offer solicitation. For the purpose of this RFSO, form, fit, and function are defined as follows:

- (a) Form is the overall design, engineering and intended use of an item (features, etc.);
- (b) Fit is an item's ability to integrate into the intended system; and
- (c) Function is the item's ability to meet the specifications of an intended design and purpose (orientation and access to features and controls, etc.).

2.1.2. Phase II - Determination of Lowest Cost Compliant

The Contract Authority will assess the financial submissions. The Offer proposal that will be recommended for Standing Offer award will be the one that:

- (a) Is compliant with the Mandatory Requirements at Table 1; and
- (b) Is the lowest cost.

3.0 MANDATORY REQUIREMENTS

Table 1: Compliance Matrix

Item #	Annex B Ref.	Requirement	Instructions to Offerors	Offer Reference
1	1.4(a)	<p><u>Item L1: Ultra-Violet (UV) Forensic Light</u> – The infrared forensic light must be the Lynn Peavey Company BattleLite UV model #56038 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. 3-Watt forensic light; ii. LED UV light head (395 nm wavelength); iii. Hi-Lo power switch; iv. Single thumb-operated on/off switch; v. Shock, dust and moisture resistant; and vi. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Lynn Peavey Company BattleLite UV model #56038;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Ultra-Violet (UV) Forensic Light being offered is equivalent or better in every way to the Lynn Peavey Company BattleLite UV model #56038;</p>	
2	1.4(b)	<p><u>Item L2: White Forensic Light</u> – The white forensic light must be the Lynn Peavey Company BattleLite white model #56034 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. 3-Watt forensic light; ii. LED white light head; iii. Hi-Lo power switch; iv. Single thumb-operated on/off switch; v. Shock, dust and moisture resistant; and vi. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Lynn Peavey Company BattleLite white model #56034;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the</p>	

			Offeror must provide a Certificate of Compliance that confirms the White Forensic Light being offered is equivalent or better in every way to the Lynn Peavey Company BattleLite white model #56034;	
3	1.4(c)	<p>Item L3: Forensic Photography Light – The forensic photography light must be the FoxFury D100 Photography Scene LED Light System model #700-DH-341 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Output: 2300 lumen, 15-degree beam, 5000 K white light; ii. Rechargeable lithium ion batteries (battery charger included); iii. Life: Up to 70 hours on a single charge; iv. Hand-held with included handle; v. Permit mounting to a standard camera tripod; and vi. Quantity: Package of one (1). 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the FoxFury D100 Photography Scene LED Light System model #700-DH-341;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Forensic Photography Light being offered is equivalent or better in every way to the FoxFury D100 Photography Scene LED Light System model #700-DH-341;</p>	
4	1.5(a)	<p>Item C1: Sterile DNA-Free Cotton Swab – The sterile DNA-free cotton swab must be the Puritan 152.4 mm (6 in) DNA-free standard cotton swab part # 25-806 1WC FDNA (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Overall Length: 152.4 mm (6 in); ii. Tip Diameter: 4.775 mm (0.188 in); iii. Handle: Wood; iv. Tip Material: Cotton, standard shape; v. Sterile and certified DNA free; and vi. Quantity: Package of twenty (20); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Puritan 152.4 mm (6 in) DNA-free standard cotton swab part # 25-806 1WC FDNA;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of</p>	

			Compliance that confirms the Sterile DNA-Free Cotton Swab being offered is equivalent or better in every way to the Puritan 152.4 mm (6 in) DNA-free standard cotton swab part # 25-806 1WC FDNA;	
5	1.5(b)	<p><u>Item C2: Sterile Water Ampoules</u> – The sterile water ampoules must be the Sirchie 3 ml Sterile Water Ampule SKU# KCP247C (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Sterile water; ii. 3 ml vile; iii. Twist-off top; and iv. Quantity: Package of four (4); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie 3 ml Sterile Water Ampule SKU# KCP247C;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Sterile Water Ampoule being offered is equivalent or better in every way to the Sirchie 3 ml Sterile Water Ampule SKU# KCP247C;</p>	
6	1.5(c)	<p><u>Item C3: Postmortem Record Strip Holder</u> – The postmortem record strip holder must be the Sirchie Postmortem Record Strip Holder (Cadaver Spoon) SKU# A-2420 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Supports fingerprinting immobilized fingers; and ii. Holds the fingerprint record strip; iii. Supports the finger; and iv. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie Postmortem Record Strip Holder (Cadaver Spoon) SKU# A-2420;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Postmortem Record Strip Holder</p>	

			being offered is equivalent or better in every way to the Sirchie Postmortem Record Strip Holder (Cadaver Spoon) SKU# A-2420;	
7	1.5(d)	<p>Item C4: Pocket Ceramic Fingerprint Pad – The pocket ceramic fingerprint pad must be the Sirchie EZID Pocket Ceramic Fingerprint Pad SKU# A-2440 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 3.8 cm x 5 cm (1.5 in x 2 in); ii. Plastic case with snap-closing hinged cover; iii. Full-size ink pad that permits both rolled and plain impressions; and iv. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie EZID Pocket Ceramic Fingerprint Pad SKU# A-2440;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Pocket Ceramic Fingerprint Pad being offered is equivalent or better in every way to the Sirchie EZID Pocket Ceramic Fingerprint Pad SKU# A-2440;</p>	
8	1.5(e)	<p>Item C5: Compact Military Fingerprint Cards – The compact military fingerprint cards must be the Evident Compact Military Fingerprint Cards model # TRKL1 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Extra-heavy white card stock; ii. Printed with non-fading red ink; iii. Includes space for ten (10) rolled impressions on one side and ten (10) plain impressions on the other side; and iv. Quantity: Package of eight (8); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Evident Compact Military Fingerprint Cards model # TRKL1;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Compact Military Fingerprint Cards</p>	

			being offered is equivalent or better in every way to the Evident Compact Military Fingerprint Cards model # TRKL1;	
9	1.5(f)	<p>Item C6: Black Marabou Feather Duster – The black marabou feather duster must be the Sirchie Black Marabou Feather Duster SKU# B2425 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Handle and ferrule length (nominal): 11.7 cm (4.625 in); ii. Feather length (nominal): 11.4 cm (5.4 in); iii. Black in color; iv. Design for primary and secondary latent print development using any type of fingerprint powder; v. Include storage tube and cap; and vi. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie Black Marabou Feather Duster SKU# B2425;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Black Marabou Feather Duster being offered is equivalent or better in every way to the Sirchie Black Marabou Feather Duster SKU# B2425;</p>	
10	1.5(g)	<p>Item C7: Retractable Magnetic Powder Applicator – The retractable magnetic powder applicator must be the Latent Forensics Retractable Magnetic Powder Applicator SKU# B-9903 as follows:</p> <ul style="list-style-type: none"> i. Standard pen size; ii. Retractable magnetic powder applicator tip; and iii. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Latent Forensics Retractable Magnetic Powder Applicator SKU# B-9903;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Retractable Magnetic Powder Applicator being offered is</p>	

			equivalent or better in every way to the Latent Forensics Retractable Magnetic Powder Applicator SKU# B-9903;	
11	1.5(h)	<p><u>Item C8: Red Florescent Fingerprint Powder</u> – The red florescent fingerprint powder must be the Sirchie REDescent Florescent Fingerprint Powder SKU# LL701 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Red florescent latent print powder for use on dark or multi-colored surfaces; ii. Enhanced visibility when illuminated with ultraviolet light; iii. 59 ml (2 oz) size; and iv. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie REDescent Florescent Fingerprint Powder SKU# LL701;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Red Florescent Fingerprint Powder being offered is equivalent or better in every way to the Sirchie REDescent Florescent Fingerprint Powder SKU# LL701;</p>	
12	1.5(i)	<p><u>Item C9: Red Florescent Magnetic Fingerprint Powder</u> – The red florescent magnetic fingerprint powder must be the Sirchie REDCHARGE Florescent Magnetic Fingerprint Powder SKU# LL601 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Red florescent magnetic powder featuring bright pigments, ferrous compounds and an anti-smudge additive primarily for use on multi-colored backgrounds; ii. Enhanced visibility when illuminated with ultraviolet blue or green florescent light; iii. 30 ml (1 oz) size; and v. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie REDCHARGE Florescent Magnetic Fingerprint Powder SKU# LL601;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Red Florescent Magnetic Fingerprint</p>	

			Powder being offered is equivalent or better in every way to the REDCHARGE Florescent Magnetic Fingerprint Powder SKU# LL601;	
13	1.5(j)	<p>Item C10: Fingerprint Hinge Lifter – The fingerprint hinge lifter must be the Sirchie Black Write-On Tab Lifter SKU# LP131LB (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 5 cm x 10 cm (2 in x 4 in); ii. Lifting Medium: Acrylic adhesive on a clear acetate (mylar) tab; iii. Backing (cover) Sheet: Clear acetate or opaque vinyl; iv. Include a write-on tab at the base of the lifter assembly; and v. Quantity: Four (4) packages of twelve (12) (48 total); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sirchie Black Write-On Tab Lifter SKU# LP131LB;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Fingerprint Hinge Lifter being offered is equivalent or better in every way to the Sirchie Black Write-On Tab Lifter SKU# LP131LB;</p>	
14	1.5(k)	<p>Item C11: Black Gellifter – The black gellifter must be the BVDA Black Gellifter SKU# LT-0321 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 5 cm x 10 cm (2 in x 4 in); ii. Low-tack adhesive gelatin layer iii. Flexible black high-gloss backing material; iv. Permits lifting fingerprints, dust marks and micro traces from porous and non-porous surfaces; and v. Quantity: Two (2) packages of twelve (12) (24 total); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the BVDA Black Gellifter SKU# LT-0321;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Black Gellifter being offered is equivalent or better in every way to the BVDA Black Gellifter SKU# LT-0321;</p>	

15	1.5(l)	<p>Item C12: Fingerprint Lift Tape Pad – The fingerprint lift tape pad must be the Latent Forensics Fingerprint Lift Tape Pad SKU# LT-0106 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 5 cm x 15 cm (2 in x 6 in); ii. Package of twenty-five (25) pre-cut strips of clear, air bubble free, fingerprint tape attached to a poly pad; and iii. Quantity: Package of one (1) pad; 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Latent Forensics Fingerprint Lift Tape Pad SKU# LT-0106;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Fingerprint Lift Tape Pad being offered is equivalent or better in every way to the Latent Forensics Fingerprint Lift Tape Pad SKU# LT-0106;</p>	
16	1.5(m)	<p>Item C13: Backing Cards – The backing cards must be the Latent Forensics Backing Cards SKU# A-4605 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 7.62 cm x 12.7 cm (3 in x 5 in); and ii. Black front face; iii. White write-on back; and iv. Quantity: Package of twelve (12); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Latent Forensics Backing Cards SKU# A-4605;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Backing Cards being offered is equivalent or better in every way to the Latent Forensics Backing Cards SKU# A-4605;</p>	
17	1.5(n)	<p>Item C14: Ruler Pad – The ruler pad must be the Lynn Peavey Light Adhesive Photo Scale Pad item # 02120 (or equivalent) as follows:</p>	<p>The Offeror must provide:</p>	

		<ul style="list-style-type: none"> i. Non-reflective photo scale with a light adhesive backing; ii. 5 cm (2 in) in length; iii. Fifty (50) scales per pad; iv. Scale graded with distinct markings at 0.125 in, 0.25 in, 0.5 in and 1 in; and v. Quantity: Package of two (2) pads; 	<p>(1) Written confirmation they will be providing the Lynn Peavey Light Adhesive Photo Scale Pad item # 02120X;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Ruler Pad being offered is equivalent or better in every way to the Lynn Peavey Light Adhesive Photo Scale Pad item # 02120;</p>	
18	1.5(o)	<p><u>Item C15: Reversible Vinyl Ruler</u> – The revisable vinyl ruler must be the Latent Forensics Vinyl Ruler SKU# R-0801 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Length: 15 cm (5.9 in); ii. Reversible, black on one side and white on the other side; iii. Scale graded in mm with distinct markings at 5 and 10 mm intervals; and iv. Quantity: Package of one (1); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Latent Forensics Vinyl Ruler SKU# R-0801;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Reversible Vinyl Ruler being offered is equivalent or better in every way to the Latent Forensics Vinyl Ruler SKU# R-0801;</p>	
19	1.5(p)	<p><u>Item C16: DNA Transport Pouch</u> – The DNA transport pouch must be the Arrowhead Forensics DNA Transport Pouch Part # A-7121 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 19.7 cm x 8.9 cm (7.75 in x 3.5 in); ii. Paper envelope pouch with adhesive self-sealing (no 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Arrowhead Forensics DNA Transport Pouch Part # A-</p>	

		<ul style="list-style-type: none"> iii. moisture required) closure on the narrow end; White write-on outer surface; and iv. Package of twelve (12); 	<p>7121X;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the DNA Transport Pouch being offered is equivalent or better in every way to the Arrowhead Forensics DNA Transport Pouch Part # A-7121;</p>	
20	1.5(q)	<p><u>Item C17: Plain Kraft Paper Bag</u> – The plain Kraft paper bag must be the Latent Forensics Plain Kraft Paper Bag SKU# E-3502 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 12.7 cm x 8.26 cm x 24.8 cm tall (5 in x 3.25 in x 9.75 in); ii. Heavy Kraft paper construction; iii. Rectangular shape top to bottom; and iv. Package of six (6); 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Latent Forensics Plain Kraft Paper Bag SKU# E-3502;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Plain Kraft Paper Bag being offered is equivalent or better in every way to the Latent Forensics Plain Kraft Paper Bag SKU# E-3502;</p>	
21	1.5(r)	<p><u>Item C18: Ziplock Bag</u> – The Ziplock bag must be as follows:</p> <ul style="list-style-type: none"> i. Nominal size: 15.2 cm x 20.3 cm (6 in x 8 in); ii. 8 mil polyethylene; iii. Positive locking zip-style closure; and iv. Package of twelve (12); 	<p>The Offeror must provide written confirmation they will be providing a ziplock bag that is compliant with the requirements in Section 1.5® of Annex B.</p>	
22	1.5(s)	<p><u>Item C19: Desiccant</u> – The desiccant must be the Latent Forensics Desiccant SKU# NDDB-02 (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Silica gel desiccant; 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be</p>	

		<ul style="list-style-type: none"> ii. 1 gram individual packets; and iii. Quantity: Package of twenty (20); 	<p>providing the Latent Forensics Desiccant SKU# NDDDB-02;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Desiccant being offered is equivalent or better in every way to the Latent Forensics Desiccant SKU# NDDDB-02;</p>	
23	1.5(t)	<p>Item C20: Permanent Marker – The permanent marker must be the Sharpie Super-Fine Point Marker item # 33666PP (or equivalent) as follows:</p> <ul style="list-style-type: none"> i. Super fine tip; ii. Black; iii. Permanent ink that marks on almost any surface including paper, plastic and metal; iv. Quick drying and resistant to water and fading; v. Conforms to the health requirements of ASTM D-4236 (Standard Practice for Labeling Art Materials for Chronic Health Hazards); and vi. Package of one (1). 	<p>The Offeror must provide:</p> <p>(1) Written confirmation they will be providing the Sharpie Super-Fine Point Marker item # 33666PP;</p> <p>OR</p> <p>(2) Equivalent Only - If equivalent components are being offered, the Offeror must provide a Certificate of Compliance that confirms the Permanent Marker being offered is equivalent or better in every way to the Sharpie Super-Fine Point Marker item # 33666PP;</p>	
24	1.6(a)	<p>SCK 1: Operational Sample Collection Kit – The Operational Sample Collection Kit must be as follows:</p>		
	i	Assembled in a certified ISO 5 (Class 5) Clean Room in accordance with ISO 14644-1:2015 (Cleanrooms and Associated Controlled Environments);	The Offeror must provide a copy of the certification for the ISO 5 (Class 5) Clean Room in accordance with ISO 14644-1:2015.	
	ii	Have a shelf life, when stored in accordance with the manufacturers	The Offeror must provide written	

		recommendations, of no less than two (2) years;	confirmation that the Operational Sample Kit has a shelf life of no less than two (2) years when stored in accordance with the manufacturers recommendations.
	iii	Where applicable, the contents for each pouch are to be drawn from the same production lot of material from the manufacturer;	The Offeror must provide written confirmation that the Operational Sample Kits will include contents drawn from the same production lot of material from the manufacturer.
	iv	<p>Include quantity one (1) small pouch as follows:</p> <p>a. Nominal size as follows:</p> <ol style="list-style-type: none"> 1. Length: 14 cm (5.5 in); 2. Width: 11.4 cm (4.5 in); and 3. Height: 6.35 cm (2.5 in); <p>b. Contents as follows:</p> <ol style="list-style-type: none"> 1. Quantity one (1) package of four (4) item C2: Sterile Water Ampoules; 2. Quantity one (1) package of one (1) item C3: Postmortem Record Strip Holder; 3. Quantity one (1) package of one (1) item C4: Pocket Ceramic Fingerprint Pad; 4. Quantity one (1) package of one (1) item C7: Retractable Magnetic Powder Applicator; 5. Quantity one (1) package of one (1) item C8: Red Florescent Fingerprint Powder; 6. Quantity one (1) package of one (1) item C9: Red Florescent Magnetic Fingerprint Powder; 7. Quantity one (1) package of two (2) pads item C14: Ruler Pad; 8. Quantity one (1) package of one (1) item C15: Reversible Vinyl Ruler; 9. Quantity one (1) package of twenty (20) item C19: Desiccant; and 10. Quantity one (1) package of one (1) item C20: Permanent Marker; 	The Offeror must provide written confirmation that the Operational Sample Kit will include the small pouch and contents as specified in Section 1.6(a)iv of Annex B.

	v	<p>Include quantity one (1) small pouch as follows:</p> <p>a. Nominal size as follows:</p> <ol style="list-style-type: none"> 1. Length: 14 cm (5.5 in); 2. Width: 11.4 cm (4.5 in); and 3. Height: 6.35 cm (2.5 in); <p>b. Contents as follows:</p> <ol style="list-style-type: none"> 1. Quantity four (4) packages of twelve (12) (48 total) item C10: Fingerprint Hinge Lifter; 2. Quantity two (2) packages of twelve (12) (24 total) item C11: Black Gellifter; and 3. Quantity one (1) package of twenty-five (25) item C12: Fingerprint Lift Tape Pad; 	<p>The Offeror must provide written confirmation that the Operational Sample Kit will include the small pouch and contents as specified in Section 1.6(a)v of Annex B.</p>	
	vi	<p>Include quantity one (1) small pouch as follows:</p> <p>a. Nominal size as follows:</p> <ol style="list-style-type: none"> 1. Length: 25 cm (10 in); 2. Width: 13.3 cm (5.25 in); and 3. Height: 8.9 cm (3.5 in); <p>b. Contents as follows:</p> <ol style="list-style-type: none"> 1. Quantity one (1) package of twenty (20) item C1: Sterile DNA-Free Cotton Swab; 2. Quantity one (1) package of eight (8) item C5: Compact Military Fingerprint Cards; 3. Quantity one (1) package of one (1) item C6: Black Marabou Feather Duster; 4. Quantity one (1) package of twelve (12) item C13: Backing Cards; 5. Quantity one (1) package of twelve (12) item C16: DNA Transport Pouch; 6. Quantity one (1) package of six (6) item C17: Plain Kraft Paper Bag; and 7. Quantity one (1) package of twelve (12) item C18: Ziplock Bag; 	<p>The Offeror must provide written confirmation that the Operational Sample Kit will include the small pouch and contents as specified in Section 1.6(a)vi of Annex B.</p>	
	vii	<p>Packaged as follows:</p> <p>a. Enclosed in a non-transparent bag that prevents ultra-violet light exposure of the contents</p> <p>b. Bags to be vacuum packed and heat sealed to effect closure; and</p>	<p>The Offeror must provide written confirmation that the Operational Sample Kit will be packaged as specified in Section 1.6(a)vii of</p>	

		c. Legibly marked (labeled) on the exterior of the bag as follows; 1. Forensic Sample Kit – Training Use Only; and 2. Date of assembly;	Annex B.	
25	1.6(b)	<u>SCK 2: Training Sample Collection Kit</u> – The Training Sample Collection Kit must be as follows:		
	i	Have a shelf life, when stored in accordance with the manufacturers recommendations, of no less than two (2) years;	The Offeror must provide written confirmation that the Training Sample Kit has a shelf life of no less than two (2) years when stored in accordance with the manufacturers recommendations.	
	ii	<p>Include quantity one (1) small pouch as follows:</p> <p>a. Nominal size as follows:</p> <ol style="list-style-type: none"> 1. Length: 14 cm (5.5 in); 2. Width: 11.4 cm (4.5 in); and 3. Height: 6.35 cm (2.5 in); <p>b. Contents as follows:</p> <ol style="list-style-type: none"> 1. Quantity one (1) package of four (4) item C2: Sterile Water Ampoules; 2. Quantity one (1) package of one (1) item C3: Postmortem Record Strip Holder; 3. Quantity one (1) package of one (1) item C4: Pocket Ceramic Fingerprint Pad; 4. Quantity one (1) package of one (1) item C7: Retractable Magnetic Powder Applicator; 5. Quantity one (1) package of one (1) item C8: Red Florescent Fingerprint Powder; 6. Quantity one (1) package of one (1) item C9: Red Florescent Magnetic Fingerprint Powder; 7. Quantity one (1) package of two (2) pads item C14: Ruler Pad; 8. Quantity one (1) package of one (1) item C15: Reversible Vinyl Ruler; 9. Quantity one (1) package of twenty (20) item C19: Desiccant; and 10. Quantity one (1) package of one (1) item C20: Permanent 	The Offeror must provide written confirmation that the Training Sample Kit will include the small pouch and contents as specified in Section 1.6(b)ii of Annex B.	

		Marker;		
	iii	<p>Include quantity one (1) small pouch as follows:</p> <p>a. Nominal size as follows:</p> <ol style="list-style-type: none"> 1. Length: 14 cm (5.5 in); 2. Width: 11.4 cm (4.5 in); and 3. Height: 6.35 cm (2.5 in); <p>b. Contents as follows:</p> <ol style="list-style-type: none"> 1. Quantity four (4) packages of twelve (12) (48 total) item C10: Fingerprint Hinge Lifter; 2. Quantity two (2) packages of twelve (12) (24 total) item C11: Black Gellifter; and 3. Quantity one (1) package of twenty-five (25) item C12: Fingerprint Lift Tape Pad; 	The Offeror must provide written confirmation that the Training Sample Kit will include the small pouch and contents as specified in Section 1.6(b)iii of Annex B.	
	iv	<p>Include quantity one (1) small pouch as follows:</p> <p>a. Nominal size as follows:</p> <ol style="list-style-type: none"> 1. Length: 25 cm (10 in); 2. Width: 13.3 cm (5.25 in); and 3. Height: 8.9 cm (3.5 in); <p>b. Contents as follows:</p> <ol style="list-style-type: none"> 1. Quantity one (1) package of twenty (20) item C1: Sterile DNA-Free Cotton Swab; 2. Quantity one (1) package of eight (8) item C5: Compact Military Fingerprint Cards; 3. Quantity one (1) package of one (1) item C6: Black Marabou Feather Duster; 4. Quantity one (1) package of twelve (12) item C13: Backing Cards; 5. Quantity one (1) package of twelve (12) item C16: DNA Transport Pouch; 6. Quantity one (1) package of six (6) item C17: Plain Kraft Paper Bag; and 7. Quantity one (1) package of twelve (12) item C18: Ziplock Bag; 	The Offeror must provide written confirmation that the Training Sample Kit will include the small pouch and contents as specified in Section 1.6(b)iv of Annex B.	
	v	<p>Packaged as follows:</p> <p>a. Enclosed in a non-transparent bag that prevents ultra-violet light</p>	The Offeror must provide written confirmation that the Training	

		<p>exposure of the contents</p> <ul style="list-style-type: none">b. Bags to be vacuum packed and heat sealed to effect closure; andc. Legibly marked (labeled) on the exterior of the bag as follows;<ul style="list-style-type: none">1. Forensic Sample Kit – Training Use Only; and2. Date of assembly;	<p>Sample Kit will be packaged as specified in Section 1.6(b)v of Annex B.</p>	
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ANNEX “E” to PART 3 OF THE REQUEST FOR STANDING OFFERS
ELECTRONIC PAYMENT INSTRUMENTS

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

- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);

ANNEX "F"

STANDING OFFER REPORTING

Instructions for submission of standing offer usage data. The Contractor must e-mail the information identified below in the form of an electronic spreadsheet in the format below, to the following address:

E-mail: Adam.Cheung@forces.gc.ca

The report must include as a minimum the following:

- The standing offer number for which the data is submitted;
- The identified user;
- The period for which the data has been accumulated (start date to end date);
- The start date and end date for the standing offer;
- Item description and quantity being ordered;
- Unit of issue;
- Value of individual call-ups; and
- The total spend per reporting period and to date, by government department.

Standing Offer (Insert Standing Offer #)		Start Date of SO (DD/MM/YYYY)	End Date of SO (DD/MM/YYYY)
Total Value to Date (\$)	Total Value for Reporting Period (\$)	Start Reporting Period (DD/MM/YYYY)	End Reporting Period (DD/MM/YYYY)

Item Description	Quantity	Unit of Measure (each, litre, etc..)	Value of Order (not including GST/HST or Delivery)

NOTE: A MICROSOFT EXCEL FORMAT FILE FOR THE PURPOSE OF REPORTING IS AVAILABLE ELECTRONICALLY UPON E-MAIL REQUEST TO THE CONTRACTING AUTHORITY.