

RETURN BIDS TO:

Agriculture and Agri-Food Canada

Address: See Part 2 - Bidder Instructions

Attention: Camille Sobczak

Email:

REQUEST FOR PROPOSAL

Proposal To: Agriculture and Agri-Food 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 service, and construction as listed herein and on any attached sheets at the price(s) set out therefore.

Comments:

Vendor/Firm Name and Address:

Issuing Office

Agriculture and Agri-Food Canada
 Western Service Centre
 4-303 Main Street
 Winnipeg, MB R3C 3G7

Title: Refrigeration Services Morden Research and Development Centre	
Solicitation Number 01R11-24-C008	Date of solicitation: 2023-06-15
Solicitation Closes: At: 2:00 p.m. On: 2023-07-25	Time Zone: CDT
Address Enquiries to: aaafc.wscprocurement-csoapprovisionnement.aac@agr.gc.ca with a cc to camille.sobczak@agr.gc.ca Name: Attn: Camille Sobczak Email:	
Telephone Number: 204-430-5426	FAX Number:
Destination of Goods, Services and Construction: Morden Research and Development Center 101 Route 100, unit 100, MORDEN MB	
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.	
Delivery required: 2023-08-15	Delivery offered:
Vendor/Firm Name and Address:	
Name and title of person authorized to sign on behalf of vendor/firm (type or print)	
Signature	
Date	

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Insurance Requirements, the Task Authorization Form, the Security Requirements Checklist, and any other annexes.

1.2 Summary

- 1.2.1 Agriculture and Agri-Food Canada's Morden Research and Development Centre at 101 Route 100, Morden, Manitoba requires a Contractor to provide Refrigeration and HVAC Maintenance and Repair services on an "as and when requested basis".

This bid solicitation is to establish a contract with task authorizations (TA) for the delivery of the requirement detailed in the bid solicitation, to the Identified Users.

The period of the contract will be for 1 calendar year with the possibility to extend the Contract for 3 additional 1 year periods.

- 1.2.2 There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website".
- 1.2.3 There is an optional site visit associated with this requirement. Consult Part 2 – Bidder Instructions.

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

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2022-03-29), Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

In the complete text content (except Subsection 1.0, Subsection 3.0, and Subsection 20): Delete "Public Works and Government Services Canada" and Insert "Agriculture and Agri-Food Canada". Delete "PWGSC" and Insert "AAFC".

Subsection 5.2 of Standard Instructions - Goods or Services - Competitive Requirements 2003 is amended as follows:

Delete: (d) send its bid only to the specified Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) specified in the bid solicitation or, to the address specified in the bid solicitation, as applicable;

Insert: (d) send its bid only to the specified Bid Receiving Unit of Agriculture and Agri-Food Canada (AAFC) specified in the bid solicitation or, to the address specified in the bid solicitation, as applicable;

Section 08, Transmission by facsimile or by Canada Post Corporation's (CPC) Connect service

Delete: Subsection 1 and 2 in its entirety.

Insert: 08 (2022-03-29) Canada Post Corporation's (CPC) Connect service

1. Canada Post Corporation's Connect service

- a. Unless specified otherwise in the bid solicitation, bids may be submitted by using the [Connect service](#) provided by Canada Post Corporation.

The only acceptable email address to use with CPC Connect for responses to bid solicitations issued by Agriculture and Agri-Food Canada is:

aafc.procbidreceiving-receptiondesoumissionaprov.aac@agr.gc.ca

- b. To submit a bid using CPC Connect service, the Bidder must either:
- i. send directly its bid only to the specified AAFC Bid Receiving Unit, using its own licensing agreement for CPC Connect provided by Canada Post Corporation; or
 - ii. send as early as possible, and in any case, **at least six business days** prior to the solicitation closing date and time, (in order to ensure a response), an email that includes the bid solicitation number to the specified AAFC Bid Receiving Unit requesting to open a CPC Connect conversation. Requests to open a CPC Connect conversation received after that time may not be answered.
- c. If the Bidder sends an email requesting CPC Connect service to the specified AAFC Bid Receiving Unit in the bid solicitation, an officer of the AAFC Bid Receiving Unit will then initiate a CPC Connect conversation. The CPC Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the solicitation closing date and time.
- d. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the CPC Connect conversation open until at least 30 business days after the solicitation closing date and time.
- e. The bid solicitation number should be identified in the CPC Connect message field of all electronic transfers.
- f. It should be noted that the use of CPC Connect service requires a Canadian mailing address. Should a bidder not have a Canadian mailing address, they may use the AAFC Bid Receiving Unit address specified in the solicitation in order to register for the CPC Connect service.
- g. For bids transmitted by CPC Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
- i. receipt of a garbled, corrupted or incomplete bid;
 - ii. availability or condition of the CPC Connect service;
 - iii. incompatibility between the sending and receiving equipment;
 - iv. delay in transmission or receipt of the bid;
 - v. failure of the Bidder to properly identify the bid;
 - vi. illegibility of the bid;
 - vii. security of bid data; or,
 - viii. inability to create an electronic conversation through the CPC Connect service.
- h. AAFC Bid Receiving Unit will send an acknowledgement of the receipt of bid document(s) via the CPC Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or AAFC Bid Receiving Unit. This acknowledgement will confirm only the receipt of bid document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- i. Bidders must ensure that that they are using the correct email address for the AAFC Bid Receiving Unit when initiating a conversation in CPC Connect or communicating with the AAFC Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the CPC Connect system.

- j. A bid transmitted by CPC Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with section 05.

2.2 Submission of Bids

Bids must be submitted using Canada Post Corporation's (CPC) Connect service to the email address specified below by the date, time and place indicated in the bid solicitation:

aafc.procbidreceiving-receptiondesoumissionaprov.aac@agr.gc.ca

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open a CPC Connect conversation, as detailed in Section 2.1 of this solicitation, or to send bids through a CPC Connect message if the bidder is using its own licensing agreement for CPC Connect service.

Alternate arrangements for bid receipt can be made by contacting the Contracting Authority identified on page 1 of the bid solicitation.

2.3 Former Public Servant

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

Definitions

For the purposes of this clause,

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

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

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

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation](#)

Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

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

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

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

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

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

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.6 Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held on **June 28 at 10:00 a.m. CDT.**

Location: Morden Research and Development Centre
101 Route 100, Unit 100

Bidders are requested to communicate with the Site Authority no later than June 27 to confirm attendance and provide the name(s) of the person(s) who will attend. To confirm your attendance, please contact: Michael Driedger, Facility Manager, Phone: (204) 822-7538 or michael.driedger@agr.gc.ca

Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

2.7 Bid Challenge and Recourse Mechanisms

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Canada requests that bidders provide their bid in separately named sections as follows:

- Section I: Technical Bid (1 pdf attachment)
- Section II: Financial Bid (1 pdf attachment)
- Section III: Certifications (1 pdf attachment)

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

Section I: Technical Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

3.1.1 Bidders must submit their financial bid in accordance with the "Basis of Payment in Annex "B".

3.1.2 Electronic Payment of Invoices – Bid

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

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

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

3.1.3 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

3.1.4 SACC Manual Clauses

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1. Mandatory Technical Criteria

Refer to Annex "C" for the Mandatory Technical Criteria which will be evaluated on a complaint/non-compliant basis.

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

Refer to Annex "B" for the Basis of Payment which will be evaluated as your Financial Bid.

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

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

Refer to Annex "E" for the **Integrity Certification Form**.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

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

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources

[A3005T](#) (2010-08-16), Status and Availability of Resources

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidder's are reminded to obtain the required security clearance promptly. Any delay in the issuance of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contract Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Insurance Requirements

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex "F".

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

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

7.1.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.2.1 Task Authorization Process

1. The Project Authority will provide the Contractor with a description of the task using the "Task Authorization" forms specified in Annex "G".
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis and methods of payment as specified in the Contract.
3. The Contractor must provide the Project Authority, within 2 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Project Authority and Local Procurement Officer or Contracting Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.2.2 Task Authorization Limit

The Project Authority and Local Procurement Officer may authorize individual task authorizations up to a limit of **\$25,000.00**, Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in **excess of \$25,000.00, up to a maximum of \$45,000.00**, must be authorized by the Project Authority and Contracting Authority before issuance.

7.1.2.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 3%

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

[2035](#) (2022-12-01), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Supplemental General Conditions

[4013](#) (2022-06-20), Compliance with on-site measures, standing orders, policies, and rules

7.3 Security Requirements

7.3.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

1. The contractor/offeror personnel requiring access to sensitive work site(s) must **each** hold a valid **RELIABILITY STATUS**, granted or approved by AAFC;
2. The contractor and/or its employees **MUST NOT** have access to PROTECTED and/or CLASSIFIED information or assets;
3. The contractor and/or its employees **MUST NOT** remove any PROTECTED and/or CLASSIFIED information or assets from the identified work site(s);
4. The contractor and/or its employees **MUST NOT** use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data;
5. Subcontracts which contain security requirements are **not** to be awarded without the prior written permission of AAFC; and
6. The contractor/offeror must comply with the provisions of the:
 - a. Security Requirements Check List.

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from **date of contract award** to **July 31, 2024** inclusive.

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to **three (3) additional one (1) year periods** under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Camille Sobczak
Procurement Officer
Agriculture and Agri-Food Canada
Western Service Centre
400 – 303 Main Street
Winnipeg, MB R3C 3G7
Telephone: 204-430-5426
E-mail address: camille.sobczak@agr.gc.ca

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

7.5.2 Project Authority

The Project Authority (Site Authority) for the Contract is:

(To be inserted at Contract award)

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

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

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

7.5.3 Local Procurement Officer

The Local Procurement Officer for the Contract is:

(To be inserted at Contract award)

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

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

The Local Procurement Officer (or designate) is responsible for the issuance of Task Authorizations to the limits identified in section 7.1.2.2, Task Authorization Limit. The Local Procurement Officer has no authority to authorize changes to the contract Scope of the Work. Changes to the Scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.4 Contractor's Representative

(To be inserted at Contract award)

7.6 Proactive Disclosure of Contracts with Former Public Servants

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

7.7 Payment

7.7.1 Basis of Payment

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of Payment at Annex "B".

Canada's liability to the Contractor under the authorized task authorization must not exceed the Ceiling Price specified in the authorized task authorization. Custom duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized task authorization 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$100,000.00**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. 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.

7.7.3 Monthly Payment

H1008C (2008-05-12), Monthly Payment

7.7.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

C0710C (2007-11-30), Time and Contract Price Verification

7.7.5 Electronic Payment of Invoices – Contract

(To be updated at Contract award)

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

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

7.8 Invoicing Instructions

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

- Contract #
- Task Authorization (TA) #
- Invoiced Amount + applicable taxes
- Itemized list of services provided (i.e. breakdown of all hours of labour and rates, parts/materials used and Mark-up, if applicable)
- GST #

7.9 Certifications and Additional Information

7.9.1 Compliance

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

7.10 Applicable Laws

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

7.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions [4013](#) (2022-06-20), Compliance with on-site measures, standing orders, policies, and rules
- (c) the general conditions [2035](#) (2022-12-01), General Conditions - Higher Complexity - Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex G, Security Requirements Check List;
- (g) Annex F, Insurance Requirements;
- (h) the signed Task Authorizations (including all of its annexes, if any);
- (i) the Contractor's bid dated _____, (*inserted at award*)

7.12 Foreign Nationals (Canadian Contractor OR Foreign Contractor)

(the non-applicable clause will be deleted at contract award)

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

OR

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

7.13 Insurance – Specific Requirements

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

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.14 Dispute Resolution

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

ANNEX "A"

STATEMENT OF WORK

Part 1 Scope of Work

General

Work to be performed under the Contract includes the following:

1. The furnishings of all labour, material, equipment, tools and supervision required to provide refrigeration and mechanical HVAC-R services such as installation, removal and repair on refrigeration and HVAC-R systems on a As and When Requested basis. List of Refrigeration equipment attached.

2. Annual Leak testing service on all refrigeration units with charge above 10kg

Location

Work sites will include all buildings at the Morden Research and Development Centre, located at 101 Route 100, Morden MB R6M 1Y5.

Service to be Performed by the Contractor

The Contractor shall respond to "as and when needed" requests for service within one (1) working day of issuance of an authorized task authorization.

The Contractor shall reply with an acknowledgment of receipt to an "Emergency or Urgent" request from the Site Authority within thirty (30) minutes of being notified on a twenty-four (24) hour, seven (7) day per week basis. Work shall commence within one (1) hour of notification.

The Contractor, when requested by the Site Authority for an emergency service, will proceed to the site, repair or protect the system or equipment from further damage. Any work that is life threatening or damaging to the building/property should be completed immediately. When the system has been made safe, the Contractor shall provide, within one (1) working day, a detailed itemized account of the repairs required to put the equipment in proper working order.

Quotes for non-essential repairs should be provided to the Site Authority who will review. Work will not proceed until Contractor has received an authorized task authorization.

The Contractor shall contact the Site Authority upon entering and leaving the premises with each visit.

The Contractor is to provide telephone numbers for regular service calls and after hours call outs.

Service to be performed by the Department

The Site Authority shall issue a Task Authorization Statement of Work (SOW) of the work required for each job.

The Site Authority shall provide drawings and specifications on an as required basis.

Licenses and Permits

The Contractor shall be responsible for obtaining and paying for all licenses and permits required to perform the work requested. Obtain all inspections from authorities having jurisdiction.

Provide the authorities having jurisdiction with all information requested.

Provide these certificates and permits when requested to the AAFC Site Authority.

PART 2 - General Requirements

Use of Site

Limited to areas of work.

Do not store materials on site without Site Authority approval.

Codes and Standards

Execute the work to meet or exceed all applicable codes and standards, including but not limited to:

- National Building Code of Canada, (latest edition).
- Part IV of the Canada Labour Code, (latest edition).
- Fire Commission of Canada #301 Standard of Building Construction Operations, (latest edition).
- Canadian Plumbing Code (latest edition)
- Canadian Construction Safety Code, Provincial/Territorial Government, Worker's Compensation Board and Municipal Statutes and authorities (latest edition).
- Canadian Electrical Code, Part I, CSA (latest edition).
- National Fire Code (latest edition).
- Materials and workmanship must conform to or exceed applicable standards of Canadian Government Specifications Board (CGSB), Canadian Standards Association (CSA), American Society for Testing Materials (ASTM) and referenced organizations, National Association of Fire Equipment Distributors (NAFED) and referenced organizations.

These standards shall be part of the specifications and shall be read in conjunction with the drawings and specifications. The Contractor shall be fully familiar with their contents and requirements as related to the work and materials specified.

In the event of a conflict between any of the above codes or standards the most stringent shall apply.

All of the above codes and standards in effect at the time of award are subject to changes/revisions. The latest editions of each shall be enforced during the term of the Contract.

Examination

Examine the existing conditions and determine those conditions affecting the work.

Cleaning

Maintain work area free of accumulated waste and rubbish.

Remove and dispose of debris, used and obsolete material on a daily basis.

Remove grease, dust, dirt, stains, fingerprints and other foreign materials, from sight exposed interior and exterior finished surfaces affected by contract work.

Cutting and Fitting Patching

Cut, fit and patch where required for work under this contract. Make good all disturbed surfaces to original condition.

Coordination and Protection

Execute work with minimum disturbance to occupants, public and normal use of the buildings. Make arrangements with Site Authority to facilitate execution of work.

Protect existing work from damage.

Obtain Site Authority's approval before cutting, boring or sleeving load bearing members.

All possible safety precautions are to be taken to ensure the protection of employees and occupants during the course of the work

Qualifications & Certifications of Personnel

All work shall be performed by qualified trades persons. A copy of the Journeyperson ticket or Apprentice registration numbers are to be made available to the Site Authority.

Only a certified technician who has successfully completed a MOPIA environmental awareness course that covers recycling, recovery and handling procedures of halo carbon refrigerants may service, leak test or charge A/C system(s).

AAFC reserves the right to verify/substantiate the qualification of any person(s) performing work under the Contract. This verification must be produced in the way of letters or certificates from the appropriate agencies.

The Contractor shall not subcontract any of the work outlined herein, without the written consent of AAFC.

Material and Equipment

Equipment and materials to be new, CSA certified, and manufactured to standard quoted.

Where there is no alternative to supplying equipment which is not CSA approved, obtain special approval from Site Authority.

Use products of one manufacturer or same type as existing, including classification, unless otherwise specified.

Unless otherwise specified, comply with manufacturer's latest printed instructions for materials and installation methods.

Deliver, store and maintain materials with manufacturer's seals and labels intact.

The Contractor shall store materials in accordance with the manufacture's and suppliers instructions.

AAFC accepts no responsibility for materials or equipment stored on site.

Contractor to supply shop drawings and manufacturer's instructions and specifications on all new installations for inclusion in the building inventory file.

Meetings

Attend meetings at site when notified by the Site Authority Representative

Maintenance Manuals / Log Books / Reports and Deliverables

A record of all inspections, testing and maintenance shall be provided to the Site Authority.

Non-smoking

Smoking is prohibited inside all Crown facilities. Smoking is prohibited within 3 meters of any entrance or exit to a Crown- Owned facility.

PART 3 – Execution

Workmanship

All workmanship is subject to inspection and approval of the Site Authority.

All work shall be performed by skilled tradesmen and supervised by a competent foreman at all times.

Work Coordination

Prearranged work schedules shall be strictly adhered to unless otherwise approved by the Site Authority.

Maintenance Types defined as HVAC-R Maintenance and Repair:

The Journeyperson shall carry out and assist in various types of maintenance as requested by AAFC. Maintenance types defined as:

- Preventative Maintenance: Inspecting, testing and reconditioning a system as requested by AAFC, intended to prevent failures.
- Breakdown Maintenance: Repairs to damaged equipment due to failures.
- Predictive Maintenance: Declared in advance, on the basis of observation, experience or scientific reasons.
- Development Maintenance: The act of developing new maintenance methods and procedures.
- Air Conditioning Systems: The work must be performed in accordance with the Refrigerant Code of Practice.

Mechanical Equipment, Furnaces, A/C's: Annual inspection and maintenance service shall be completed as requested in accordance with Manufactures instructions

Execute the work to meet or exceed all applicable codes and standards

Warranty and Guarantee

Where the Contractor supplies equipment purchased from a supplier or manufacturer, the manufacturer's normal warranty period and such warranty shall be made out to His Majesty in Right of Canada.

The Contractor shall provide a written warranty against defects in workmanship and materials for a period of one (1) year. Such guarantee shall be made out to His Majesty in Right of Canada. Guarantee to be dated from date of acceptance of work performed.

ANNEX "B"

BASIS OF PAYMENT

The Bidder is required to complete this section with their firm bid prices and return with their submission.

Instructions:

- This section when complete will be considered the Bidder's financial bid for evaluation. The Firm Unit prices offered will form the resulting contract if it is determine you are the successful bidder.
- Column B (Unit price) must be completed for all line items for your Offer to be considered compliant. GST/HST is to be excluded from the prices stated herein. However, applicable taxes are to be shown as a separate item on any invoices.
- AAFC will not accept separate pricing or additional charges for any time spent travelling to the AAFC work site (including any accommodations, transportation, truck or mileage charges, meals and incidental allowances). The Hourly Rate for labour, as described in Appendix A - Statement of Work, at the AAFC work site shall include all time and travel-related costs to and from the AAFC work site.
- The estimates provided in Column A will be used for cost evaluation purposes only and do not constitute a guarantee or commitment of work on behalf of Canada.

PRICING FOR INITIAL CONTRACT PERIOD

Date of award – July 31, 2024

Service during regular facility hours (8:00 a.m. and 4:30 p.m.) Monday to Friday				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	200		
Apprentice Refrigeration Mechanic	Hour	100		
TOTAL				T1

Service outside of regular facility hours (4:30 p.m. to 8:00 a.m.) includes Weekends and Stat Holidays				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	40		
Apprentice Refrigeration Mechanic	Hour	20		
TOTAL				T2

MATERIAL AND REPLACEMENT PARTS (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$15,000.00	____%	T3

Total Cost for Initial Contract Period: (T1 + T2 + T3) = _____

PRICING FOR OPTION PERIOD ONE (1)
August 01, 2024 – July 31, 2025

Service during regular facility hours (8:00 a.m. and 4:30 p.m.) Monday to Friday				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	200		
Apprentice Refrigeration Mechanic	Hour	100		
TOTAL				T4

Service outside of regular facility hours (4:30 p.m. to 8:00 a.m.) includes Weekends and Stat Holidays				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	40		
Apprentice Refrigeration Mechanic	Hour	20		
TOTAL				T5

MATERIAL AND REPLACEMENT PARTS (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$15,000.00	____%	T6

Total Cost for Option Period One: (T4 + T5 + T6) = _____

PRICING FOR OPTION PERIOD TWO (2)
August 01, 2025 – July 31, 2026

Service during regular facility hours (8:00 a.m. and 4:30 p.m.) Monday to Friday				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	200		
Apprentice Refrigeration Mechanic	Hour	100		
TOTAL				T7

Service outside of regular facility hours (4:30 p.m. to 8:00 a.m.) includes Weekends and Stat Holidays				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	40		
Apprentice Refrigeration Mechanic	Hour	20		
TOTAL				T8

MATERIAL AND REPLACEMENT PARTS (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$15,000.00	____%	T9

Total Cost for Option Period Two: (T7 + T8 + T9) = _____

PRICING FOR OPTION PERIOD THREE (3)
August 01, 2026 – July 31, 2027

Service during regular facility hours (8:00 a.m. and 4:30 p.m.) Monday to Friday				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	200		
Apprentice Refrigeration Mechanic	Hour	100		
TOTAL T10 =				T10

Service outside of regular facility hours (4:30 p.m. to 8:00 a.m.) includes Weekends and Stat Holidays				
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (AxB)
Journeyman Refrigeration Mechanic	Hour	40		
Apprentice Refrigeration Mechanic	Hour	20		
TOTAL				T11

MATERIAL AND REPLACEMENT PARTS (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$15,000.00	____%	T12

Total Cost for Option Period Three: (T10 + T11 + T12) = _____

Total Cost for Initial Contract Period _____

Total Cost for Option Period One (1) + _____

Total Cost for Option Period Two (2) + _____

Total Cost for Option Period Three (3) + _____

TOTAL COST for all periods = _____

ANNEX "C"

MANDATORY TECHNICAL CRITERIA

The Bidder must clearly demonstrate in its bid how it meets each of the following mandatory criteria and include the necessary documentation to demonstrate compliance where applicable.

2.1 PROPOSED RESOURCES

- a) The Bidder must propose and provide the name of at least one (1) Journeyperson Refrigeration Mechanic who will be available to provide services under the resulting contract.

2.2 CERTIFICATIONS / QUALIFICATIONS :

The Bidder must provide :

- a) A Journeyperson certificate or License number for each Journeyperson Refrigeration Mechanic proposed
- b) A Manitoba Ozone Protection Industry Association Certificate for each Journeyperson Refrigeration Mechanic proposed

ANNEX "D" to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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

ANNEX "E"

INTEGRITY CERTIFICATION FORM

Requirements

Section 17 of the Ineligibility and Suspension Policy (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names when participating in a procurement process. The required list differs depending on the Bidder's or Offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to Information Bulletin: Required information to submit a bid or offer for additional details.

Supplier information

Supplier's Legal Name:		
Organizational Structure: <input type="checkbox"/> Corporate Entity <input type="checkbox"/> Privately Owned Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership		
Supplier's Legal Address:		
City:	Province / Territory:	Postal Code:
Supplier's Procurement Business Number (optional):		

List of names

Name	Title

Declaration

I, _____, *(name)* _____, *(position)* of _____, *(supplier's name)* declare that the information provided in this Form is, to the best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

Signature: _____ **Date:** _____

ANNEX "F"

INSURANCE REQUIREMENTS

The Bidder must provide a Certificate of Insurance that meets the following:

A) Commercial General Liability Insurance

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

- i. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

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

For other provinces and territories, send to:

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

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



Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine AAFC	2. Branch or Directorate / Direction générale ou Direction CMB
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3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
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4. Brief Description of Work - Brève description du travail
Provide refrigeration/HVAC work on an as need and required basis

5. a) Will the supplier require access to Controlled Goods?
Le fournisseur aura-t-il accès à des marchandises contrôlées? No / Non Yes / Oui

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations?
Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? No / Non Yes / Oui

6. Indicate the type of access required - Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets?
Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.)
(Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.) No / Non Yes / Oui

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas?
No access to PROTECTED and/or CLASSIFIED information or assets is permitted.
Le fournisseur et ses employés (p.ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. No / Non Yes / Oui

6. c) Is this a commercial courier or delivery requirement with **no** overnight storage?
S'agit-il d'un contrat de messagerie ou de livraison commerciales **sans** entreposage de nuit? No / Non Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès

Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
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7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :

7. c) Level of information / Niveau d'information

PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

Security Classification / Classification de sécurité
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Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité : No / Non Yes / Oui

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

Short Title(s) of material / Titre(s) abrégé(s) du matériel : _____

Document Number / Numéro du document : _____

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

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

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

Special comments:
Commentaires spéciaux : _____

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

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

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

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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

PRODUCTION

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

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

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

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

Security Classification / Classification de sécurité
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Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART C (continued) / PARTIE C (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
 Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
 Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	Confidential Confidentiel	Secret	Top Secret Très Secret	NATO Restricted NATO Diffusion Restreinte	NATO Confidential	NATO Secret	COSMIC Top Secret COSMIC Très Secret	Protected Protégé			Confidential Confidentiel	Secret	Top Secret Très Secret
											A	B	C			
Information / Assets Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉ et/ou CLASSIFIÉE? No / Non Yes / Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
 Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée.**

12. b) Will the document attached to this SRCL be PROTECTED and/or CLASSIFIED?
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
 Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).**

Security Classification / Classification de sécurité
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ANNEX "H"

Refrigeration Inventory

Equip. #	Type	Manufacturer	Model	Serial #	Refrig.	Kg.
1	Fridge	Woods	R17WCA	05086250LC	R 134A	0.138
2	Fridge	Estate	78TXCWFXQOD	V500334856	R134A	0.106
3	Drink Machine	Intellevend	2000	230138	R 134A	0.5
5	Freezer (upright)	Kenmore	253.2700241	WB50862275	R134A	0.12
6	Cryogenic Freezer	Thermoscientific	995	218649-4942	R404	0.68
7	Fridge	Kenmore	C675-6358-20L	13140695AL	R134A	0.11
8	Fridge	Frigidair	FFTR1814QW0	BA50642459	R134A	0.121
9	Fridge	Whirlpool	WUR50X24AZ00	EK92700048	R134A	0.12
11	Incubator	Convion	125L	9C0086	R 414B	0.51
12	Mini Fridge	Hamilton Beach	REFHB170WE		R600A	0.012
13	Upright Freezer	Danby	DUF206E1WDD	6617083400126	R134A	0.143
14	Incubator	Convion	G30	9C0085	R 12	0.51
16	Fridge	Electrolux	FFTR2045VS2	BA12706467	R600A	0.04
17	Chiller/Heat Pump	Aermec	NXW1650 L T8	2205006285170000	R410A	64
18	Chiller/Heat Pump	Aermec	NXW1650 L T8	2205006285180000	R410A	64
19	Incubator	Convion	124	8J8247U	R 12	0.51
21	Air Conditioner	York	YCJD36S41S1A	W1L4918665	R410A	2.98
22	Fridge	Kenmore	C675-636821K	10020135	R134A	0.11
23	Drinking Fountain	Elkay	FRCC-8	880265577	R 12	0.149
24	Fridge	Kenmore	253.2804281	WB00751347	R134A	0.183
25	Fridge	Thermo Fisher	FRGG1204A	31204MOAOZZEJOOA	R134A	0.326
26	Dew Chamber	Cold Stream	RSCP72	83C0593	R12	0.51
27	Fridge	Electrolux	FRU17B2JW20	WA11000902	R134A	0.1
28	Fridge	Admiral	AAT-66502	6DK05606	R 12	0.149
29	Fridge	Fridgidaire	FRU-1782JW20	W10400696	R134A	0.1
30	Air Conditioner	York	YCJD1854ISIA	WIE4713857	R410A	2.98
31	Ice Maker	Manitowoc	RF0244A	M05114452010	R404	0.21
32	Fridge	Fridgedaire	Fru1782JW20	WA11000902	R134A	0.1
33	Drinking Fountain	Elkay	FRCC-8	880265588	R 12	0.149
34	Air Dryer	Devilbiss	HTD26AL	09M-008445	R134A	0.369
35	Air Dryer	Devilbiss	8025-1-A-01DC	1248-BK	R 12	0.369
37	Freezer (upright)	Fridgidaire	FFU17M7HWK	WBO3629665	R134A	0.0159
39	Freezer (UnderCounter)	Norlake			R600A	0.03
41	Cryogenic Freezer	Thermo Scientific	989	300162231	R404A	0.751
42	Refrigerator	Fridgidaire	FFHT1514TW2	BA81402205	R134A	0.121
43	Refrigerator		GR26H	GR26HW-100090025	R134A	0.283
44	Incubator #1	Enconaire	TC-19	03C001	R 22	1.36
48	Freezer	Revco	U2020GA14	S16F301697SF	R134A	0.26

*Items listed in red are subject to an annual leak test.

Refrigeration Inventory

<u>Equip. #</u>	<u>Type</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Serial #</u>	<u>Refrig.</u>	<u>Kg.</u>
49	Incubator (small)	FTS Systems	TD3C0T50	TD069302	13B1	1
50	Freeze Dryer	FTS Systems	FD2085C0T	FDD69318	R1270	1
52	Fridge	G. E.	TA212XF	SX616818	R 12	0.149
54	Growth Chamber 20	Enconaire	GC-16	970002	R 22	10
55	Cryo-Freezer	Thermo-Fisher	993	832017-951	R404	0.68
56	Cryo-Freezer	Thermo-Fisher	998	300045993	R404	0.751
57	Cryo-Freezer	Thermo-Fisher	998	300053736	R404A	0.751
58	Cryo-Freezer	Thermo-Fisher	989	300006915	R404A	0.751
59	Fridge	Woods	WCWR18130W3	14503480AW	R134A	0.11
60	Incubator #646421	Convion	A1000	160283	R134A	1.9
61	Incubator #433041	Convion	123L		R12	0.51
62	Ultra-low Freezer	Forma Scientific	8621 REL#2	812803-131	R290	0.014
63	Air Dryer	SPX Hankison	HPR15	HD15A1151409025	R134A	0.09
64	Ultra-low Freezer	Thermo-Fisher	I920CD	300034180	R290	0.028
66	Growth Rm # 17	Ref-Plus	XEZ-040-1MA-5	2021020033	R449A	6.8
67	Growth Rm # 18	Ref-Plus	XEZ-050-1MA-5	20201020034	R449A	11.3
68	Growth Rm # 19	Ref-Plus	1CZ-070-1H2-5	C2003020707	R 22 (uv dye)	12
69	Walk-in-freezer S-139	Copeland	AV1-0200-TAC	CCG8808250	R402A	15
70	Tissue culture Room	Copeland	KAKA-020ETAC800	08B11243CC	R404	8.8
71	Walk-in-freezer E-108	Copeland	CAHL-0310-TAC	89B67900	R402A	17.9
72	Walk-in-freezer S-140	Copeland	AV1-0200-TAC	CCG8808253	R402A	15
73	Walk-in-freezer S-141	Copeland	AV1-0200-TAC	CCG8808254	R402A	9
74	Walk-in-freezer S-141A	Copeland	AV1-0200-TAC	CCG8808251	R402A	9
75	Walk-in-freezer S-141B	Copeland	AV1-0200-TAC	CCG8808252	R402A	9.1
76	Walk-in-cooler S-146	Copeland	KATA-0150-TAC	88D4109CC	R 404A	15.5
77	Walk-in-cooler E-106	Copeland	KATA-0150-TAC	88D4103CC	R 414B	11.5
78	Walk-in-cooler E-110	Copeland	KATA-0150-TAC	88G6002-CC	R 414B	11.8
79	Seed Storage Rm	Copeland	OSL-0500-TPS-272	OSL268178	R 22	15
80	Refrigerator (Mini)	Frigidair	FFBC46C2QS	KA44495459	R600	0.034
82	Air Conditioner	Amana	RCA36A2A	9405283925	R 22	2
83	Ultra-Low Freezer	Thermo-Fisher	8709	837226-153	R290	0.028
84	Cryo-Freezer	Thermoscientific	995	815094-3530	404a-0.680kg	290-0.028kg
85	Drink Machine	Dixie Narco	DNCB368CC\216-7	3524-3116B	R 12	0.24
86	Ultra-Low Freezer	Forma-Scientific	8458	81898-909	R12	0.652
88	Cryo Freezer	Thermoscientific	995	815094-3530	R404A	0.68
90	Incubator Fridge	Fisher scientific	97990E	300125281	134A	0.111
91	Fridge	General Electric	PDRF0MB4CRWW	VT 309271	134A	0.128
92	Lab Fridge (Under counter)	Thermo Scientific	FRGL404A	30404040A	134A	0.312

*Items listed in red are subject to an annual leak test.

Refrigeration Inventory

Equip. #	Type	Manufacturer	Model	Serial #	Refrig.	Kg.
93	Fridge	Woods	R17WCA	05618664LD	R134A	0.139
94	Cryo-Freezer	ThermoScientific	995	815327-3598	R404	0.68
95	Cryo- Freezer	Thermoscientific	903	817652-188	R404a	0.68
96	Dew Chamber #A	Percival	I-36DLC8	11862.01.08	R134A	1.9
97	Upright Freezer	Brada	MF-183	81314010647	R134A	0.118
98	Fridge	Maytag	PTB21546GRW	10417372ZD	R134A	0.11
99	Air Conditioner	Carrier	38TKBO36---301	5098E12263	R22	2.27
101	Drinking fountain L-Dock	Elkay	ECP 8	4117995	R134A	4.8 oz
102	Condenser 2 stage	MCQuay	RCS15F180	7927F501202421	R410	40
103	Fridge	Wite Westinghouse	Unknown	Unknown	?	?
104	Potatoe Storage	Copeland	F3WD-C201CFV020	B07C07	R22	3
105	Air Conditioner (window)	Friedrich	KM18L30B	CGAR13665	R22	1
107	Cryogenic Freezer	Thermo Scientific	8993	813174-484	R290	0.014
110	Incubator	Convion	A1000	119041	R134A	1.9
111	Incubator	Convion	A1000	119055	R134A	1.9
112	Incubator	Convion	A1000	120013	R134A	1.9
113	Dew Chamber HH-DC1	Percival	I-60D	37580396B	R-134A	1.27
114	Dew Chamber HH-DC-2	Percival	I-60D	93D3388-3	R-12	1.27
116	Refrigerator	Electrohome	FPTR1814QW0	BA50613293	R134A	0.121
117	Dew Chamb. PGR-DC-001	Percival	I-60D	89I3431-1	414B	1.27
118	Refrigerator	Norlake Scientific	NSPR241-WWG10	14120316	R134A	0.255
120	Cryo-Freezer	Forma-Scientific	923	87446-67	R404A	0.765
121	Cryo-Freezer	Thermoscientific	989	937074-863	R404A	0.751
122	Cryo-Freezer	Thermoscientific	988	300062913	R404A	0.751
123	Cryo-Freezer	Thermoscientific	993	826710-919	R404A	0.68
124	Cryo-Freezer	Thermoscientific	994	815323-974	R404	0.68
125	Cryo-Freezer	Thermoscientific	993	819340-713	R404A	0.68
126	Fridge/Freezer	Fisher Scientific	375IFS		R134A	0.051
127	Upright freezer	Kenmore	253.2804251	WB00962992	R134A	0.184
128	Upright Freezer	Revco	4202G014	No7K-469559	R134A	0.255
129	Fridge	Fridgidaire	FRT1864	BA32415164	R134A	0.128
130	Cryo-Freezer	Revco	4LT11400AANC	ZTIH254	R500	0.34
131	Fridge	White Westinghouse	MAT180NEW3	BA72017878	R134A	0.128
132	Fridge	Fridgidaire	FFU1709CW1	WB73906857	R134A	0.227
133	Vapor Trap	Thermo-Fisher	RVT4104-115	X27W-437298-YW	R404	? 80psi
134	Incubator	Convion	TC-16	980243	R22	0.34
135	Incubator	Convion	TC19	9A3011	R22	0.34
136	Fridge	Fridgidaire	FGRU19F6QFA	WA54602774	R134A	0.1

*Items listed in red are subject to an annual leak test.

Refrigeration Inventory

<u>Equip. #</u>	<u>Type</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Serial #</u>	<u>Refrig.</u>	<u>Kg.</u>
137	Fridge	Thermo-Scientific	3727	300003518	R134A	0.102
138	Incubator	Norlake Scientific	NSLC331WSW/OIN2	15030741	R134A	0.68
140	Fridge	Fridgidaire	FRU17G4JW17	WA94001529	R134A	0.1
141	Freezer	Fridgidaire	FFFH21F6QWA	WB51159982	R134A	0.12
142	Incubator/Germinator	Convicon	G1000	171308	R134A	1.9
144	Cassette Refrigerator	Habco	SE28	26050945	R134A	0.284
145	Cryogenic Freezer	Thermo-Fisher Sci	957	300169987	R404	0.751
146	A/C 1 Common lab air cond	Daiken	FBQ36PVJU	493	R410	4.76
147	A/C 2 Common Lab air cond	Daiken	FBQ36PVJU	489	R410	4.59
148	A/C 3 Common Lab air cond	Daiken	FBQ36PVJU	488	R410	4.54
149	Upright Freezer	Frigidaire	FFFU21M1QWE	WB80855183	R134A	0.204
150	Upright Fridge/Freezer	Midia	HS772FEW	340-6942-8819-1320005	R134A	0.143
151	Upright Freezer	Fridgidaire	FFU21M7HWL	WB04714925	R134a	0.189
152	Countertop Fridge	Danby	DAR259W	105090100415	R134A	0.05
153	Display Fridge	True Manufacturing	GDM-35	1-4094680	R134A	0.397
155	Fridge	Fridgidaire	FRT18G4AWG	13A55209052	R134A	0.128
156	Fridge	LG	LTN193125SW	609MRVB45687	R134A	0.128
157	Fridge	Maytag	MTB1954EEW01	EW3708521	R134A	0.113
158	Upright Freezer	Thermo Scientific	3767A	145428701140205	R134A	0.19
159	Fridge	Kenmore	675-63782-0Q	40227432KQ	R134A	0.11
160	Fridge	Fisher Scientific	3724	194188-941	R134A	0.102
161	Fridge	Kenmore	675-63782-OP	40106841GP	R134A	0.11
162	Freezer Upright	Beaumarck	CFU12M2NWO	WB95118634	R134A	0.2
163	Fridge	Fridgidaire	FFRU17G8QWC	WA72804764	R134A	0.1
164	Incubator	Convicon	GEN1000	210035	R134A	1.9
165	Incubator	Convicon	GEN1000	210036	R134A	1.9
166	Incubator	Convicon	GEN1000	210037	R134A	1.9
167	Display Cooler	Pro-Kold	VC-23-R2-61 E	95210700156	R290	0.05
200	Growth Chamber P1A	Bio Chambers	Ac 40	09H001	404A	7.26
201	Growth Chamber P1B	Bio Chambers	Ac 40	09H002	404A	7.26
202	Growth Chamber P1C	Bio Chambers	Ac 40	09H003	404A	7.26
203	Growth Chamber P2A	Bio Chambers	Ac 40	09H004	404A	7.26
204	Growth Chamber P2B	Convicon	PGC20	90376	404A	3.4
205	Growth Chamber P2C	Convicon	PGC20	90375	404A	3.4
206	Growth Chamber P3A	Convicon	PGC20	90384	404A	3.4
207	Growth Chamber P3B	Convicon	PGC20	90380	404A	3.4
208	Growth Chamber P3C	Convicon	PGC20	90379	404A	3.4
209	Growth Chamber P4A	Convicon	PGC20	90382	404A	3.4

*Items listed in red are subject to an annual leak test.

Refrigeration Inventory

Equip. #	Type	Manufacturer	Model	Serial #	Refrig.	Kg.
210	Growth Chamber P4B	Convicon	PGC20	90385	404A	3.4
211	Growyh Chamber P4C	Convicon	PGC20	90390	404A	3.4
212	Growth Chamber P5A	Enconair	AC 40	04 E 15	R22	5
213	Growth Chamber P5B	Enconair	GRC-36LT	04 I 002	404A	13.6
214	Growth Chamber P6A	Convicon	PGC20	90389	404A	3.4
215	Growth Chamber P7A	Convicon	PGC20	90387	404A	3.4
216	Growth Chamber P7B	Convicon	PGC20	90372	404A	3.4
217	Growth Chamber RL1A	Convicon	PGC20	90378	404A	3.4
218	Growth chamber RL1B	Convicon	PGC20	90377	404A	3.4
219	Growth Chamber RL2A	Convicon	PGC20	90374	404A	3.4
220	Growth chamber RL2B	Convicon	PGC20	90373	404A	3.4
221	Growth chamber RL3A	Convicon	PGC20	90381	404A	3.4
222	Growth chamber RL3B	Convicon	PGC20	90383	404A	3.4
223	Growth chamber RL4A	Convicon	PGC20	90388	404A	3.4
224	Growth chamber RL4B	convicon	PGC20	90386	404A	3.4
225	Growth Room 134DEF	Hussmann	HAV5SK	1040305201242670	404A	50
226	GC82-1	Convicon	BDW40	90411	404A	4.1
227	GC82-2	Convicon	BDW40	90406	404A	4.1
228	GC82-3	Convicon	BDW40	90403	404A	4.1
229	GC82-4	Convicon	BDW40	90402	404A	4.1
230	GC82-5	Convicon	BDW40	90405	404A	4.1
231	GC82-6	Convicon	BDW40	90404	404A	4.1
232	GC82-7	Convicon	BDW40	90408	404A	4.1
233	GC82-8	Convicon	BDW40	90407	404A	4.1
234	GC82-9	Convicon	BDW40	90410	404A	4.1
235	GC82-10	Convicon	BDW40	90409	404A	4.1
236	GC82-11	Convicon	E15	20296	404A	3.23
237	GC82-20	Convicon	E15	20295	404A	3.23
238	GC82-12	Convicon	PGC FLEX	140464	404A	3.4
239	GC82-13	Convicon	PGC FLEX	140465	404A	3.4
240	GC82-14	Convicon	PGC FLEX	140463	404A	3.4
241	GC82-15	Convicon	PGC FLEX	140462	404A	3.4
242	GC82-16	Convicon	PGC FLEX	140458	404A	3.4
243	GC82-17	Convicon	PGC FLEX	140459	404A	3.4
244	GC82-18	Convicon	PGC FLEX	140460	404A	3.4
245	GC82-19	Convicon	PGC FLEX	140461	404A	3.4

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