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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Supply Arrangements (RFSA) is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSA;
- Part 3 Arrangement Preparation Instructions: provides suppliers with instructions on how to prepare the arrangement 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 arrangement, the security requirement, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided; and
- Part 6 6A, Supply Arrangement, 6B, Bid Solicitation, and 6C, Resulting Contract Clauses:
 - 6A, includes the Supply Arrangement (SA) with the applicable clauses and conditions;
 - 6B, includes the instructions for the bid solicitation process within the scope of the SA;
 - 6C, includes general information for the conditions which will apply to any contract entered into pursuant to the SA.

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

2. Summary

To supply Fresh Fruits and Vegetables as listed in a sample of items attached as Annex "B" to Correctional Services of Canada, in the Kingston, Ontario area as well as Warkworth Institution, (Campbellford), Beaver Creek/ Fenbrook Institutions (Gravenhurst), and Grand Valley (Kitchener), Ontario,

Period of Supply Arrangement is from date of award to 30 June 2013.

"There is a security requirement associated with this requirement. For additional information, consult Part , 6A - Supply Arrangement."

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), Canada-Peru FTA, Canada-Columbia FTA, and the Agreement on Internal Trade (AIT).

3. Debriefings

After issuance of a supply arrangement, suppliers may request a debriefing on the results of the request for supply arrangements process. Suppliers should make the request to the Supply Arrangement Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.

PART 2 - SUPPLIER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The 2008 **2012-03-02** Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

2. Submission of Arrangements

Arrangements must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Supply Arrangements.

3. Enquiries - Request for Supply Arrangements

All enquiries must be submitted in writing to the Supply Arrangement Authority no later than (5) calendar days before the Request for Supply Arrangements (RFSA) closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

The Supply Arrangement (SA) and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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

PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS

1. Arrangement Preparation Instructions

Canada requests that suppliers follow the format instructions described below in the preparation of the arrangement.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Supply Arrangements.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process **Policy on Green Procurement**

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, suppliers are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Certification

Suppliers must submit the certification required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Arrangements will be assessed in accordance with the entire requirement of the Request for Supply Arrangements.

2. Basis of Selection

PWGSC will issue a Supply Arrangement to a supplier that submits a completed copy of the Request For Supply Arrangement by the solicitation closing time on page 1. PWGSC will send out a final copy of the Supply Arrangement along with a copy of the price lists which must be completed with the pricing and faxed within 48 hrs of issuance of Supply Arrangement to Correctional Services of Canada. The fax #¹ is listed in Annex "A".

1.2 Delivery Locations:

Supplier to check delivery locations that are applicable.

Kingston Area Institutions including Warkworth Institution Yes_____No_____

Beaver Creek/Fenbrook Institution (Gravenhurst) Yes_____No_____

Grand Valley Institution (Kitchener) Yes_____No_____

PART 5 - CERTIFICATION

Suppliers must provide the required certification to be issued a supply arrangement (SA). Canada will declare an arrangement non-responsive if the required certification is not completed and submitted as requested.

Compliance with the certification suppliers provide to Canada is subject to verification by Canada during the arrangement evaluation period (before issuance of a SA) and after issuance of a SA. The Supply Arrangement Authority will have the right to ask for additional information to verify suppliers' compliance with the certification before issuance of a SA. The arrangement will be declared non-responsive if any certification made by the Supplier is untrue, whether made knowingly or unknowingly. Failure to comply with the certification or to comply with the request of the Supply Arrangement Authority for additional information will also render the arrangement non-responsive.

1. Certification Precedent to Issuance of a Supply Arrangement

The certification listed below should be completed and submitted with the arrangement, but may be submitted afterwards. If this certification is not completed and submitted as requested, the Supply Arrangement Authority will so inform the Supplier and provide the Supplier with a time frame within which to meet the requirement. Failure to comply with the request of the Supply Arrangement Authority and meet the requirements within that time period will render the arrangement non-responsive.

1.1 Federal Contractors Program - Certification S3030T (2010-08-16)

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to the issuance of a supply arrangement. If the Supplier, or, if the Supplier is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the issuance of a supply arrangement.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the *Government Contracts Regulations*. *Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any arrangements from ineligible contractors, including an arrangement from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.*

2. *If the Supplier does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Supplier must fax (819-953-8768) a copy*

of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

3. The Supplier, or, if the Supplier is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Supplier or the member of the joint venture

(a) () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;

(b) () is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;

(c) () is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;

(d) () is subject to the FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC).

Further information on the FCP is available on the HRSDC Web site.

PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES

A. SUPPLY ARRANGEMENT

1. Arrangement

The Supply Arrangement covers the Work described in Statement of Requirement at Annex "A".

2. Security Requirement

Correctional Services Canada

Prior to admittance to the Institution, the Contractor's personnel shall submit to a local verification of identity/information in the form of a criminal record check through an authorized Canadian Police Information Centre (CPIC) agency.

Correctional Service Canada reserves the right to deny access to Contractor personnel, at anytime.

3. Standard Clauses and Conditions

All clauses and conditions identified in the Supply Arrangement and resulting contract(s) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

3.1 General Conditions

2020(2012-03-02) General Conditions - Supply Arrangement - Goods or Services, apply to and form part of the Supply Arrangement.

3.2 Supply Arrangement Reporting

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

The Supplier must provide this data in accordance with the reporting requirements detailed in Annex "A". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Supplier must still provide a "NIL" report.

The data must be submitted on a quarterly basis *to the Supply Arrangement Authority*.

The quarterly reporting periods are defined as follows:

1st quarter: July 1 2012 - to Sept 30 2012

2nd quarter: Oct 1 2012 to Dec 31 2012

3rd quarter: Jan 1 2013 to March 31 2013

4th quarter: April 1 2013 to June 30 2013

The data must be submitted to the Supply Arrangement Authority no later than 60 days calendar days after the end of the reporting period

4. Term of Supply Arrangement

4.1 Period of the Supply Arrangement

The period for awarding contracts under the Supply Arrangement is from date of award to 30 June 2013.

5. Authorities

5.1 Supply Arrangement Authority

The Supply Arrangement Authority is:

Name: Kim Rider
Title: Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Address: 86 Clarence St. 2nd Floor
Kingston, Ontario K7L 1X3

Telephone: 613-545-8739
Facsimile: 613-545-8067
E-mail address: kim.rider@pwgsc.gc.ca

The Supply Arrangement Authority is responsible for the issuance of the Supply Arrangement, its administration and its revision, if applicable.

5.2 Supplier's Representative

Name: _____
Title _____
Phone # _____
Fax# _____
Email Address: _____

6. Identified Users (PWGSC will fill in at issuance)

7. Opportunity for Qualification:

A Notice will be posted on the Government Electronic Tendering Service (GETS) for Solicitation "B" for the next six month period starting January 2013.. Suppliers who wish to become qualified may submit a new arrangement.

Suppliers, who have been issued a supply arrangement, will not be required to submit a new arrangement for solicitation "B"

8. 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 the Supply Arrangement;
- (b) the general conditions 2020 (2012-03-02), General Conditions - Supply Arrangement - Goods or Services
- (c) Annex "A", Statement of Requirement

9. Certifications

9.1 Compliance

Compliance with the certifications provided by the Supplier in the arrangement is a condition of the Supply Arrangement (SA) and subject to verification by Canada during the term of the SA and of any resulting contract that would continue beyond the period of the SA. If the Supplier does not comply with any certification or it is determined that any certification made by the Supplier in the arrangement is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and suspend or cancel the SA.

10. Applicable Laws

The Supply Arrangement (SA) and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario

11. SACC Clauses

D3004C - Type of Transport 2007-11-30

B. BID SOLICITATION

1. Bid Solicitation Documents

Canada will use the bid solicitation templates 2T-LDV1 for low dollar value requirements; available in the *Standard Acquisition Clauses and Conditions* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual based on the estimated dollar value and complexity of the requirement.

The bid solicitation will contain as a minimum the following:

- (a) a complete description of the Work to be performed;
- (b) 2003, Standard Instructions - Goods or Services - Competitive Requirements; Standard Instructions - Goods or Services - Non-competitive Requirements;
- (c) bid preparation instructions;
- (d) instructions for the submission of bids (address for submission of bids, bid closing date and time);
- (e) evaluation procedures and basis of selection;
- (f) conditions of the resulting contract.

2. Bid Solicitation Process

The SA holders will submit updated price lists on the day specified in Annex "A" to CSC. If no updates are sent then the previous week's price list pricing will be in effect.

The identified users will base the award of call-ups against the SA on the price lists provided by the SA holders and the updated price list received.

The SA Holder with the lowest list price will be issued a Call-up for the items required for the following week.

The identified users will not be soliciting bids from the Supply Arrangement Holders unless they require items not listed on the SA Holders price lists.

C. RESULTING CONTRACT CLAUSES

1. General

The conditions of any contract awarded under the Supply Arrangement will be in accordance with the resulting contract clauses of the template used for the bid solicitation.

For any contract to be awarded using:

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- (a) 2T-LDV1 (for low dollar value requirements), general conditions 2029 will apply to the resulting contract;

ANNEX "A"- Correctional Services Canada

Statement of Requirement:

C.1. At any time during the period of the Supply Arrangement, PWGSC and Correctional Service of Canada (CSC) reserves the right to request copies of invoices for any period of time.

C.2.a Pricing that is submitted for Correctional Service Canada, Kingston area Institutions and Grand Valley Institution in Kitchener in Annex "B" after issue will be held firm for the 1st two weeks of Supply Arrangement period after which time the Supplier may submit new pricing every second Wednesday, in accordance with Price Revision in C.4.a below.

C.2.b. Pricing that is submitted for Correctional Service Canada, for Beaver Creek and Fenbrook Institutions in Gravenhurst, will be held firm for each month of the Supply Arrangement period. The Supplier may submit new pricing the last Wednesday of each month in accordance with Price Revision in C.4.b below.

C.3. A full list of produce available (and applicable pricing) to be supplied to Correctional Service of Canada, Attention Procurement Department, fax (613) 536-4571, on issuance of the Supply Arrangement.

C.4.a PRICE REVISIONS For Kingston Area Institutions and Grand Valley Institution: Delivery of revised pricing will be the sole responsibility of the Supplier. Every second Wednesday after the initial 2 week period of the Supply Arrangement, Supplier may submit revised pricing to be effective the following Monday. (1st revision would be submitted by _____). Revisions must be forwarded to: Correctional Service of Canada, fax (613) 536-4571.

On issuance of the Supply Arrangement, it is the offeror's responsibility to submit revised pricing, by fax, every 2nd Wednesday at 2PM. If a revised price list is not received by the required date and time, the last price list received from the Supplier will be the effective pricing for the coming two weeks and must be honoured by the Supplier.

C.4.b. PRICE REVISIONS: For Beaver Creek and Fenbrook Institutions, The last Wednesday of each month, Supplier(s) may submit revised pricing to be effective the 1st of the following Month. (1st revision would be submitted by _____). Correctional Service of Canada must have a minimum of two working days to update pricing after receipt of Supplier revised pricing.

C.5. DELIVERY: A mandatory maximum delivery time of five business days with no minimum call-ups to apply. Normally, delivery is to be 5 days, but Suppliers must be capable of delivering within two days if requested by Correctional Service of Canada. Delivery turnaround is imperative.

C.6. DELIVERY TIME FRAME: All deliveries for Kingston Area Institutions and Grand Valley Institutions must be made between the hours of 7 am to 11 am. Morning deliveries are preferable by all Institutions, particularly Millhaven Institution. For Beaver Creek and Fenbrook Institutions, deliveries are preferable on Mondays and must be between the hours of 6:30 am to 10 am.

C.7. REJECTS: Rejected items for all Institutions must be picked-up and replaced within 48 hours.

C.8. STOCK OUTS: Suppliers must notify the Identified User at each Institutions forty-eight hours prior to the scheduled delivery if shipment of any product(s) cannot be made.

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C.9 DELIVERY SLIPS: The Supplier shall supply delivery slips for each delivery. The Supplier shall issue a credit note to the Institutions to cover discrepancies on delivery.

C.10 INSTRUCTIONS: Products must be supplied and invoiced in accordance with the Supply Arrangement pricing.

C.11. STANDARDS: All packaged foods shall comply with the relevant portions of the following Acts and Regulations:

- a. The Food and Drug Act and Regulations; and
- b. Canada Agricultural Products Standards Acts.
- c. Canadian General Standards Board (CGSB)

C.12. PACKAGING: Produce must be supplied in sizes as indicated for each item, must show weight of the packages and shall be delivered to the Institutions in good condition and show no evidence of deterioration. Each package surface must clearly state the grade, size, maturity, variety, colour and weight of the product. Deviation from sizes as stated on the Supply Arrangement will be considered/accepted when previously discussed with the Identified User at each Institution for one-time shipments only.

C.13 SPECIFICATIONS: Unless otherwise stipulated in the purchase document, Suppliers are to ensure that they comply with the standard stated on the item description details. Seconds (grade) are not acceptable.

C.14. GRADES: If the grade name stipulated is not available, a higher grade name, in all cases, must be supplied.

ANNEX "B"

After the qualification process PWGSC will issue All Supply Arrangement Holders a copy of the Price Lists that must be completed with the pricing and faxed within 48 hrs of issuance of Supply Arrangement . The fax # is listed in Annex "A".

Please follow the instructions in Annex "A" to submit the pricing updates .

List of a sample of items commonly used. These are only for information purposes and is not a complete list of items.

ITEM	DESCRIPTION	U/I
1.	BANANAS, Bunches or equal 6 or 8 kg, Type 3, 18.2 kg/cs, user to specify degree of ripeness CGSB Spec: 32.250M	kg
2.	APPLES, Canada Fancy, Golden Delicious, count 113 to 125 CGSB Spec: 32.250M	kg
3.	ORANGES, Type 13, US #1's, count 138. CGSB Spec: 32.250M	cs
4.	CGSB 32.250M, Grapes, Red, Canada #1, good colour of one variety, not mixed. Approx. 9.07 kg (20 lbs) per case	kg
5.	CGSB 32.250M, Melon - Cantaloupes, Canada #1, mature, firm clean in appearance no mold or soft spots. Of one variety	kg
6.	CGSB 32.250M, Melon - Honeydew, Canada #1, mature, firm clean in appearance, no mold or soft spots. Of one variety	kg
7.	CGSB 32.250M, Pears, Canada Fancy, fresh, mature, of one variety and size. Specify variety. Two acceptable are Bartlett and Anjou, 135 count approx. 19.96 kg (44 lbs) per case	kg
8.	BROCCOLI, Canada #1, Fresh, well trimmed, mature, 18 per waxed carton. Approx. 9.07 kg (20 lbs) net weight. CGSB Spec: 32.250M	kg
9.	CARROTS, Canada #1, washed, topped, free from mold, mature. Not trimmed into the crown, but so	

trimmed that the lengths of the tops of 75% of the carrots does not exceed 12cm (1/2 inch) and the length of the tops of the remainder does not exceed 2.5cm (1 inch). Are not materially rough, misshapen or affected by secondary rootlets. Not broken.

- a) Approx. 22.68 kg (50 lbs) per open weave sack.
CGSB Spec: 32.250M kg
10. CAULIFLOWER, Canada #1, trimmed, mature. Wrapper leaves must be fresh, green and not damaged. No "ricy" appearance. Firm and compact. Not spotted, speckled or bruised. Sized #12 or 16. Approx. 9.07 kg (20 lbs) per case.
CGSB Spec: 32.250M kg
11. CABBAGE, Canada #1, Green, trimmed, butts not longer than 1.2 cm (1/2 inch). No more than 6 wrapper leaves. When in a container cabbages will not vary more than 5 cm (2 inches). approx. 22.68 kg (50 lbs) per open weave sack. CGSB Spec: 32.250M kg
12. CELERY, Canada #1, trimmed, stalk of a minimum length of 30.5cm (12 inches) average midrib length of 18cm (7 inches) and a minimum diameter of 7cm (2-1/2 inches). Approx. 22.68 kg (50 lbs) per case.
CGSB Spec: 32.250M kg
13. CUCUMBERS, Field, Canada #1, practically straight, not more than moderately tapered or pointed. Good characteristic green colour over at least 85% of the surface. 24 count, approx. 11.34 kg (25 lbs) per waxed carton. CGSB Spec: 32.250M kg
14. LETTUCE, Head, Canada #1, 18 or 24 count, Approx. 18 kg (40 lbs) per fiberboard case. 32.250M kg
15. PEPPERS, Green, Canada #1, medium size, "Chopper". Approx. 11 kg (24 lbs) per case.
CGSB Spec: 32.250M kg
16. ONIONS, Canada #1, large size, no sprouts. Approx. 22.68 kg (50 lbs) per open weave sack.
CGSB Spec: 32-250M kg

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17. TOMATOES, Canada #1, clean, firm and fresh,
Type 29. CGSB Spec: 32.250M kg
18. POTATOES, Latest crop, Canada #1, washed,
Size 2-3/4" up. Potatoes are to be free of mold,
disease, blemished, cuts and green areas to be
packaged in 22.7kg (50 lb) paper bags or cartons bg

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ANNEX "C"

DESTINATION AND INVOICE ADDRESSES

CORRECTIONAL SERVICE CANADA

DELIVER TO:

CONSIGNEE CODE

MAIL INVOICE TO:

Collins Bay Institution
c/o Frontenac Inst. Stores
1455 Bath Road
Kingston, Ontario

21440

Correctional Service Canada
Collins Bay Institution
P.O. Box 190
Kingston ON K7L 4V9

Frontenac Institution
1455 Bath Road
Kingston, Ontario

21441

Correctional Service Canada
Frontenac Institution
P.O. Box 7500
Kingston ON K7L 5E6

Kingston Penitentiary
555 King Street West
Kingston, Ontario

21416

Correctional Service Canada
Kingston Penitentiary
P.O. Box 22
Kingston ON K7L 4V7

Millhaven Institution
Highway 33
Millhaven, Ontario

21421

Correctional Service Canada
Millhaven Institution
P.O. Box 280
Bath ON K0H 1G0

Bath Institution
Highway 33
Millhaven, Ontario

21423

Correctional Service of Canada
Bath Institution
P.O. Box 1500
Bath ON K0H 1G0

Joyceville Institution
Highway 15
Joyceville, Ontario

21450

Correctional Service of Canada
Joyceville Institution
PO Box 880
Kingston ON K7L 4X9

Pittsburgh Institution
c/o Joyceville Inst. Stores
Highway 15
Joyceville, Ontario

21451

Correctional Service of Canada
Pittsburgh Inst., c/o Joyceville Inst.
P.O. Box 880
Kingston ON K7L 4X9

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Warkworth Institution
County Road 29, off Highway 30
Warkworth, Ontario

21460

Correctional Service Canada
Warkworth Institution
P.O. Box 769
Campbellford ON K0L 1L0

Grand Valley Institution for Women
1575 Homer Watson Blvd
Kitchener, Ontario
N2P 2C5

21465

Grand Valley Institution for Women
1575 Homer Watson Blvd
Kitchener, Ontario
N2P 2C5

Fenbrook Institution
C/O Beaver Creek Institution Stores
Beaver Creek Drive
Gravenhurst, Ontario
P1P 1Y2

21422

Fenbrook Institution
P.O. Box 5000
Gravenhurst, Ontario
P1P 1Y2

Beaver Creek Institution
Beaver Creek Drive
Gravenhurst, Ontario
P1P 1Y2

21443

Beaver Creek Institution
P.O. Box 1240
Gravenhurst, Ontario
P1P 1Y2