

ANNEX A

REQUIREMENTS FOR PROVISION OF
VARIOUS BEVERAGES AND COFFEE WHITENER FOR THE INDIVIDUAL MEAL PACK (IMP)

1. Objective

This document provides information on the Canadian Forces' need to purchase various flavours of beverages, coffee and whitener for the IMPs.

2. Background

Each year, the National Combat Ration Program produces IMPs that are used for training exercises, deployed operations or in emergency situations when the situation does not permit the use of fresh rations. The IMP consists of an average of 20 food and non-food items packaged in an overwrap bag.

The IMP components are shipped to the Assembler. Their task consists of inserting all the individual components inside the overwrap. The combat ration assembly process will begin in the first days of 2014. All IMP component contracts state a specific delivery period to ensure timely receipt and inspection of all components. It is the component supplier's responsibility to ensure there is sufficient product to sustain the first assembly period and maintain the assembly line.

3. Scope of Work and Tasks

The work involved includes the production of various flavours of beverages, coffee and whitener, shipment of these items to the Assembler according to the delivery schedule indicated in the contract and replacement of all defective products.

4. Quantities for IMP14 (1st year of contract)

Description	Quantity
Fruit Punch Sports Drink / Boisson pour sportifs - Punch aux fruits Pouch / Sachet de 21g	430 128
Lime Sports Drink / Boisson pour sportifs - Lime Pouch / Sachet de 21g	270 064
Orange-Pineapple Sports Drink / Boisson pour sportifs - Orange-ananas Pouch / Sachet de 21g	200 064
Raspberry Sports Drink / Boisson pour sportifs - Framboise Pouch / Sachet de 21g	400 128
Watermelon Sports Drink / Boisson pour sportifs - Melon d'eau Pouch / Sachet 21g	260 096
Lemon-Lime Sports Drink / Boisson pour sportifs - Lime-Citron Pouch / Sachet 21g	340 096
Hot Chocolate / Chocolat chaud Pouch / Sachet 28g	40 000
Mint Hot Chocolate / Chocolat chaud à la menthe Pouch / Sachet 28g	100 032
Coffee Whitener / Colorant à café Pouch / Sachet 4g	1 130 400
Espresso Roast Coffee / Café – mélange Espresso Pouch / Sachet 3g	720 224

Wildberry Yogurt Protein Drink / Boisson protéinée au yogourt et fruits sauvages Pouch / Sachet 28g	220 032
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Quantities for IMP15 (2nd year of contract)

Description	Quantity
Grape Sports Drink / Boisson pour sportifs - Raisin Pouch / Sachet de 21g	TBD
Lemon Sports Drink / Boisson pour sportifs - Citron Pouch / Sachet de 21g	TBD
Orange Sports Drink / Boisson pour sportifs - Orange Pouch / Sachet de 21g	TBD
Peach Sports Drink / Boisson pour sportifs - Pêche Pouch / Sachet de 21g	TBD
Strawberry Sports Drink / Boisson pour sportifs - Fraise Pouch / Sachet 21g	TBD
Ice Sports Drink / Boisson pour sportifs - Glace Pouch / Sachet 21g	TBD
Irish Cream Hot Chocolate / Chocolat chaud à la crème irlandaise Pouch / Sachet 28g	TBD
Hot Chocolate / Chocolat chaud Pouch / Sachet 28g	TBD
Coffee Whitener / Colorant à café Pouch / Sachet 4g	TBD
Espresso Roast Coffee / Café – mélange Espresso	TBD
Wildberry Yogurt Protein Drink / Boisson protéinée au yogourt et fruits sauvages Pouch / Sachet 28g	TBD

5. Quality

Items are required for production of an operational meal pack for Canadian Forces personnel serving overseas as well as in Canada". To ensure the best possible shelf life (3 years), manufacturers are required to subject items to the most rigorous quality control. All items must be hermetically sealed and free from grease, dirt, stains, leakage, folds and foreign material. All items must be of the latest possible production from date of delivery and must be produced during the year of scheduled delivery. At all times, the supplier is responsible to provide product that meets or exceeds approved the tender sample.

6. Communication

The Supplier must not contact the Assembler except to request pallets and to establish the deliver date of goods during the contract delivery period.

7. Replacement of Defective Product

As a result of the verification conducted by DND and/or the consignee, the following replacement actions will apply:

- 7.1 When shortfalls and/or packaging deficiencies are identified and reported to DND, the PO PMO NCRP and/or PD/PM PMO NCRP will base the request for replacement of non-conforming goods on an estimated average of missing goods. This measure is applied in order to avoid any delay in the assembly of IMPs. Using this replacement approach protects the Supplier against any cost(s) incurred by Canada resulting from any delay(s) during the assembly of ration packs.

- 7.2 When a deficiency/problem is identified during verification/inspection of delivered goods, and that there is a need for additional verification/ inspection which exceeds 2% of the shipment, the Supplier will be informed of the problem, and his advice on additional inspection will be requested before additional verification/inspection begins at the Assembler's plant. If requested, DND will obtain a cost estimate from the Assembler.
- 7.3 If the additional verification/inspection is performed at the Assembler's plant, the manpower cost for the increased workload will be at Supplier's expense.
- 7.4 Should the shipment be returned to the Supplier for inspection, transportation costs will be at the Supplier's expense.
- 7.5 Additionally, second and subsequent verifications/inspections of defective goods replacement shipments will be at Supplier's expense.
- 7.6 When a deficiency with a component is identified after the initial or final acceptance or after the IMPs are assembled, whether the ration packs are at the Assembler's plant or have been distributed to Bases, the Supplier must be responsible to replace defective products, and subject to the type of deficiency, may have to replace the entire production of defective goods. In this instance, the Supplier will be responsible for all associated costs, such as labour costs for additional verification/inspection, unpacking/repackaging of meals, disposal of defective product as required, transportation cost to recall distributed defective packs as applicable, and materiel cost for overwrap pouches.
- 7.7 In support of the ration assembly operation, the contractor will replace, based on factual results obtained from the first assembly period, the extrapolated number of goods necessary to successfully conclude the project. The contractor will ship replacement goods before the end of the second assembly period of meals containing the product. This date will be indicated in the request for replacement.
- 7.8 If a contract requirement is overlooked and is identified after the initial or final acceptance of a product, the Contractor may be required to replace the defective product at the Contractor's expense.

8. Final Acceptance of Goods

In all instances, final approval and acceptance will rest with the PD/PM PMO NCRP. In all instances where shipments deviate from the requirement of the contract, the PD/PM PMO NCRP and PO PMO NCRP are to be advised through PWGSC.

9. Shipping

Every effort must be made to minimize the number of shipments per item.

ANNEX B
PRODUCTION AND VERIFICATION SAMPLES

First Production Batch Samples

The cost of shipping first production batch samples is at the supplier's expense. Upon receipt, samples will become DND property and will not be returned to supplier.

First production batch samples must be collected for each contracted item.

Production Evaluation

As a minimum, at the beginning of the production, the Supplier must pull samples, compare them to the approved tender samples submitted with the bid to ensure consistency, and keep meaningful records of the evaluation. Should the Supplier choose to disregard production sampling and/or record keeping, and continue the production, the Supplier will be responsible for any deficiencies, should any unacceptable deviations be identified by DND. During production, the Supplier is also responsible for determining the frequency of testing to ensure consistent production quality.

Changes from Approved Tender Samples

If any changes from the approved tender sample must be made (change of raw material, change of supplier of the raw material etc.), details of such change accompanied by proper substantiation and new tender samples, must be submitted to the PD/PM PMO NCRP through PWGSC for evaluation. Authorization must be obtained prior to commencement of production. If production is already under way, the production must cease and the PD/PM PMO NCRP must be advised through PWGSC.

First production batch samples are for internal use only, and must not be misinterpreted as being the process for production verification. Verification samples are DND's tool used to spot-check the production being purchased.

The Supplier must:

1. Submit 15 first production batch samples selected from the first accepted production batch.
2. Notify the local QAR five (5) working days in advance of the first day of production to arrange for quality assurance and selection of the first batch production samples.
3. Ship to the following address, a maximum of three (3) days from first day of production:

National Defence Headquarters
DCOS(Mat)
Mat J4 Food Svcs (LSTL Building)
PMO NCRP Evaluation Centre
465 Industrial Avenue
Ottawa, ON
K1G 0Z1

C/O To be completed at contract award

4. Provide quality control documents when requested.
5. Provide with each delivery of first production batch samples, a certificate stating that the product is of the same quality (equal or better) and is fully comparable to the approved tender samples. If there are differences between the tender sample and the production, the Supplier must report them.
6. Email the following information to: *To be completed at contract award*
 - a. a bilingual list of ingredients

- b. the nutritional information for the following micro and macro nutrients (Standard analytical methods including AOAC methods described in Official Methods of Analysis of the Association of Official Analytical Chemists, 18th edition, 1st revision, 2006 must be used):

Energy content (Atwater)	Copper (mg) (Kcal)
Carbohydrate (g)	Potassium (mg)
Fat (g)(Trans Fat (g))	Zinc (mg)
Protein (g)	Vitamin A (µg RAE)
Moisture (g)	Vitamin D (µg)
Ash (g)	Vitamin E (mg)
Fibre (g)	Vitamin C (mg)
Calcium (mg)	Vitamin B6 (mg)
Magnesium (mg)	Vitamin B12 (µg)
Phosphorus (mg)	Riboflavin(mg)
Sodium (mg)	Niacin (NE)
Iron (mg)	Thiamin (mg)
Manganese (mg)	Folate (µg)

This information must be provided within one month of the first production.

Previous nutritional analysis reports will be acceptable provided that:

1. the reports are dated;
2. the formulation (recipe) has not changed;
3. the reports are not older than five years.

Verification Samples

The cost of shipping verification samples is at the supplier’s expense. Upon receipt, samples will become DND property and will not be returned to supplier.

1. Sample Size

Item	Sample Size (packages/batch)
Fruit Punch Sports Drink /Boisson pour sportifs - Punch aux fruits	2
Lime Sports Drink / Boisson pour sportifs - Lime	2
Orange-Pineapple Sports Drink / Boisson pour sportifs - Orange-ananas	2
Raspberry Sports Drink / Boisson pour sportifs - Framboise	2
Watermelon Sports Drink / Boisson pour sportifs - Melon d'eau	2
Lemon-Lime Sports Drink / Boisson pour sportifs - Lime-Citron	2
Hot Chocolate / Chocolat chaud	2

Mint Hot Chocolate / Chocolat chaud à la menthe	2
Coffee Whitener / Colorant à café	2
Espresso Roast Coffee / Café – mélange Espresso	2
Wildberry Yogurt Protein Drink / Boisson protéinée au yogourt et fruits sauvages	5

2. The supplier must:

- a. Notify the local QAR five (5) working days in advance of the last day of production to arrange for quality assurance and selection of the verification samples. Samples are to be taken from every day of production. The QAR reserves the right to sample each day of production. Otherwise, the supplier is responsible for the selection of the verification samples.
- b. The verification samples must be shipped to the following location accompanied by a letter, which must include the selected batch numbers:

National Defence Headquarters
DCOS(Mat)
Mat J4 Food Svcs (LSTL Building)
PMO NCRP Evaluation Centre
465 Industrial Avenue
Ottawa, ON
K1G 0Z1

C/O To be completed at contract award

Verification Samples Evaluation Method

This section describes the verification method used at the PMO NCRP Evaluation Centre during the evaluation of verification samples.

PMO NCRP personnel (PD/PM and/or Technical Assistant (TA)) will evaluate verification samples by comparing them to the approved tender samples. Results will be registered and will form the basis for product acceptance. The QAR will be informed of the results and will be authorized to release product for shipment or withhold the shipment if product is unacceptable. If product is unacceptable, the appropriate course of action will be determined by the severity of the non-conformance.

Defective Product Evaluation Process

This annex describes the verification method used at the PMO NCRP Evaluation Centre during the evaluation of identified defective product. When the PMO NCRP personnel identifies a batch and/or a product as failing or being borderline on any of the criteria of appearance, aroma, texture, flavor or any combination of the criteria, the PD/PM PMO NCRP will initiate one or several of the following measures according to the severity of the defect:

- a. the defective product may be quarantined; and/or
- b. the offending batch may be rejected or investigated further; and/or
- c. the Supplier may be asked to investigate adjacent batches until acceptable product is obtained; and/or
- d. the PD/PM may ask for samples of Supplier's declared acceptable product for verification; and/or

- e. two members from PMO NCRP, the PD/PM and/or the TA, with one other Food Services employee may evaluate any defective batch/product and/or adjacent batches.

During the evaluation, when the offending product is found uneatable or unacceptable (the defect makes the product unusable), one defective pouch identified in the randomly selected pouches will bring a reject of the entire batch, and any further testing of that batch will cease.

When three batches from the same production shift or day's production have been rejected the entire shift or day's production will be rejected and any further testing of that shift or day will cease.

When production of the three production shifts or production days have been rejected the entire production will be rejected and any further testing will be terminated.

When batches are rejected, new product replacements will be required and the Supplier will provide instructions on the disposal of the rejected batches.

ANNEX C
ASSEMBLER'S VERIFICATION METHOD

This annex describes the verification method used at the Assembler's plant. While the assembler will be responsible for the merchandise he receives, he is not responsible for the quality of the food inside the packages. Therefore, in addition to any verification performed before delivery and as indicated in the assembly contract, the Assembler must check all received goods. To ensure that delivered goods are satisfactory, the verification will include a physical count, as well as a visual inspection of the items received which will be performed as follows:

A. Specially Made/Packaged Food Items

For all products that are specially formulated and/or packaged the Assembler:

1. must randomly select cases from all incoming goods for inspection. Sample size must be at least 0.5% of the quantity received;
2. must open selected cases and remove contents. Selected samples must be inspected for the following:
 - a. product's production code to verify that the product is of the newest production;
 - b. that the number of items per case matches the quantity marked on the case;
 - c. that packets are clean, do not leak nor have a defective seal; and
 - d. that the products are in good condition, i.e. not broken for fragile items (i.e. cookies, chocolate bars, etc.)

B. Verification Results

Verification results will be interpreted as follows:

1. if there are no non-conformance identified, and if the number of units per case is equal or greater than the quantity ordered there will be no further verification by the consignee; and
2. if a non-conformance is detected and/or if the number of units per case is inferior to the quantity ordered, the sampling size for verification will increase to two percent (2%) in order to verify the extent of the problem. Any sampling greater than two percent (2%) will require approval by the PD/PM PMO NCRP.

C. Corrective measures

The correctives measures described in Annex A paragraph 7 (Replacement of Defective Product) will apply.

**ANNEX F
 TECHNICAL SPECIFICATIONS**

Table 1 – Technical Specifications for Sports Drinks

GENERAL		
PRODUCT	Sports Drinks	
APPLICABLE PUBLICATIONS	1. D-85-001-136/SF-001	Specification for Aluminum Foil Laminate
	2. D-LM-008-036/SF-000	Department of National Defence Minimum Requirements for Manufacturer's Standard Pack
	3. ASTM-D-3078	Standard Test Method for Determination of Leaks in Flexible Packaging by Bubble Emission
	4. MIL-STD 3010, Test Method 2065	Test Procedures for Packaging Materials - Puncture Resistance
	5. CGSB 32.283M	Specification for Beverage Powder, Fruit-Flavoured
	6. Canada's Food and Drugs Act and Regulations	
REQUIREMENTS		
PRODUCT	Individual serving, fortified, flavoured beverage crystals, must provide 20 to 22 g of carbohydrates, 60 to 130 mg of vitamin C, 13 to 15 mg of sodium, 20 to 22 mg of potassium per package.	
PORTION SIZE	21g, enough to yield a 250mL drink	
SHELF LIFE	3 years	
MOISTURE CONTENT	≤ 3.5% determined by an AOAC method	
PACKAGING		
OUTER DIMENSIONS	11cm x 9cm	
SEALS	<ul style="list-style-type: none"> - Heat seals on the back of the pouch are not acceptable - Seals must be a minimum of 5mm wide - Packet must have smooth continuous seal on all four edges or a minimum of three edges if one edge is folded - Heat seal must not discolour the packaging 	
MATERIAL	<ul style="list-style-type: none"> - Must comply with the Food and Drugs Act and Regulations, Division 23 - Made according to publication #1 - Packaging must not rupture or suffer a loss of integrity when tested in accordance with applicable publication #3 	
COLOUR	Tan (Pantone No. 7501 U)	
FINISH	Matte	
PRINTING COLOUR	Black (Pantone No. Black U or Black C)	
PUNCTURE RESISTANCE	≥ 3lbs (when tested in accordance with applicable publication #4)	
TOTAL BULK VOLUME	Excess air in pouches shall be removed before sealing.	
LABELLING		
LAYOUT	<p>The following information must appear on the package in the same order:</p> <ul style="list-style-type: none"> - Name of Item in English - Maple Leaf Drawing - Name of item in French - Bilingual Instructions - Name of Supplier - Net weight - Bilingual list of ingredients (on the back of package) - Bilingual nutrition information (on the back of package) - Production code printed or embossed on the seal 	
PREPARATION INSTRUCTIONS	<p>Bilingual preparation instructions must be printed on the pouch as follows:</p> <p align="center">Add contents to beverage bag and mix with 250mL of water. Ajouter le contenu au sac de boisson et mélanger avec 250mL de l'eau.</p>	
LIST OF INGREDIENTS AND NUTRITIONAL INFORMATION	<ul style="list-style-type: none"> - Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the Canadian Food Inspection Agency's format. - Must comply with the proposed New Labelling Requirements for the food allergens, gluten sources and added sulphites. 	
CF PRODUCTION CODE	<ul style="list-style-type: none"> - If embossed, it must be located on the package's seal only. - Is to be composed in the following manner: <ul style="list-style-type: none"> - the first two digits shall represent the year of production - the next three digits shall represent the date of packaging with the Julian date - the last digit shall represent the batch number - if commercial product is submitted, a code interpretation must also be provided. 	

Table 2 – Technical Specifications for Assorted Hot Chocolates

GENERAL		
PRODUCT	Hot Chocolate / Mint Hot Chocolate / Irish Cream Hot Chocolate	
APPLICABLE PUBLICATIONS	1. D-85-001-136/SF-001	Specification for Aluminum Foil Laminate
	2. D-LM-008-036/SF-000	Department of National Defence Minimum Requirements for Manufacturer's Standard Pack
	3. ASTM-D-3078	Standard Test Method for Determination of Leaks in Flexible Packaging by Bubble Emission
	4. MIL-STD 3010, Test Method 2065	Test Procedures for Packaging Materials - Puncture Resistance
	5. Canada's Food and Drugs Act and Regulations	
REQUIREMENTS		
DESCRIPTION	- hot water soluble hot chocolate mix, to make a 170mL beverage - characteristic hot chocolate, mint hot chocolate or irish cream hot chocolate flavour - minimum calcium content of 85mg per serving	
PORTION SIZE	- 28g of dry product	
SHELF LIFE	3 years	
PACKAGING		
OUTER DIMENSIONS	11cm x 9cm	
SEALS	- Heat seals on the back of the pouch are not acceptable. - Seals must be a minimum of 5mm wide - Packet must have smooth continuous seal on all four edges or a min of three edges if one edge is folded - Heat seal must not discolour the packaging	
MATERIAL	- Must comply with the Food and Drugs Act and Regulations, Division 23. - Made according to publication #1 - The sealed pouch must not rupture or suffer a loss of integrity when tested in accordance with applicable publication #3	
COLOUR	Tan (Pantone No. 7501 U)	
FINISH	Matte	
PRINTING COLOUR	Black (Pantone No. Black U or Black C)	
PUNCTURE RESISTANCE	≥ 3lbs (when tested in accordance with applicable publication #4)	
TOTAL BULK VOLUME	Excess air in pouches shall be removed before sealing.	
LABELLING		
LAYOUT	The following information must appear on the package in the same order: - Name of Item in English - Maple Leaf Drawing - Name of item in French - Bilingual Instructions - Name of Supplier - Net weight - Bilingual List of Ingredients (on the back of package) - Nutrition Information (on the back of package) - Production code printed or embossed on the seal	
PREPARATION INSTRUCTIONS	The pouches shall be printed with the following: Add contents to beverage bag and mix with 170mL of hot water. Ajouter le contenu au sac de boisson et mélanger avec 170mL de l'eau chaude.	
INGREDIENT LIST AND NUTRITIONAL INFORMATION	- Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the Canadian Food Inspection Agency's format. - Must comply with the proposed New Labelling Requirements for the food allergens, Gluten Sources and Added Sulphites.	
CF PRODUCTION CODE	If embossed, it must be located on the package's seal only. Is to be composed in the following manner: - the first two digits shall represent the year of production - the next three digits shall represent the date of packaging with the Julian date - the last digit shall represent the batch number - If commercial product is submitted, a code interpretation must also be provided.	

Table 3 – Technical Specifications for Coffee Whitener

GENERAL		
PRODUCT	Coffee Whitener	
APPLICABLE PUBLICATIONS	1. D-85-001-136/SF-001	Specification for Aluminum Foil Laminate
	2. D-LM-008-036/SF-000	Department of National Defence Minimum Requirements for Manufacturer's Standard Pack
	3. ASTM-D-3078	Standard Test Method for Determination of Leaks in Flexible Packaging by Bubble Emission
	4. MIL-STD 3010, Test Method 2065	Test Procedures for Packaging Materials - Puncture Resistance
	5. Canada's Food and Drugs Act and Regulations	
REQUIREMENTS		
DESCRIPTION	<ul style="list-style-type: none"> - white or cream-coloured, free-flowing powder consisting of a carbohydrate such as glucose, lactose, or corn syrup solids, vegetable fat, sodium caseinate, emulsifiers, stabilizers, free-flowing additives and artificial flavours and colours - when compared with an 8oz cup of coffee with 23mL homogenized milk, the coffee with whitener must be the same colour or paler 	
PORTION SIZE	4g	
SHELF LIFE	3 years	
MOISTURE CONTENT	≤ 3.20% determined by an AOAC method	
PACKAGING		
OUTER DIMENSIONS	8cm x 6cm	
SEALS	<ul style="list-style-type: none"> - Heat seals on the back of the pouch are not acceptable. - Seals must be a minimum of 5mm wide - Packet must have smooth continuous seal on all four edges or a min of three edges if one edge is folded - Heat seal must not discolour the packaging 	
MATERIAL	<ul style="list-style-type: none"> - Must comply with the Food and Drugs Act and Regulations, Division 23. - Made according to publication #1 and Figure 1 - Printing Layout - The sealed pouch must not rupture or suffer a loss of integrity when tested in accordance with applicable publication #3 	
COLOUR	Tan (Pantone No. 7501 U)	
FINISH	Matte	
PRINTING COLOUR	Black (Pantone No. Black U or Black C)	
PUNCTURE RESISTANCE	≥ 3lbs (when tested in accordance with applicable publication #4)	
TOTAL BULK VOLUME	Excess air in pouches shall be removed before sealing.	
LABELLING		
LAYOUT	<p>The following information must appear on the package in the same order:</p> <ul style="list-style-type: none"> - Name of Item in English - Maple Leaf Drawing - Name of item in French - Name of Supplier - Net weight - Bilingual list of ingredients (on the back of package) - Bilingual nutrition information (on the back of package) - Production code printed or embossed 	
LIST OF INGREDIENTS AND NUTRITIONAL INFORMATION	<ul style="list-style-type: none"> - Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the Canadian Food Inspection Agency's format. - Must comply with the proposed New Labelling Requirements for the food allergens, gluten sources and added sulphites. 	
CF PRODUCTION CODE	<ul style="list-style-type: none"> - If embossed, it must be located on the package's seal only. - Is to be composed in the following manner: <ul style="list-style-type: none"> - the first two digits shall represent the year of production - the next three digits shall represent the date of packaging with the Julian date - the last digit shall represent the batch number - if commercial product is submitted, a code interpretation must also be provided. 	

Table 4 – Espresso Roast Coffee

GENERAL		
PRODUCT	Espresso Roast Coffee	
APPLICABLE PUBLICATIONS	1. D-85-001-136/SF-001	Specification for Aluminum Foil Laminate
	2. D-LM-008-036/SF-000	Department of National Defence Minimum Requirements for Manufacturer's Standard Pack
	3. ASTM-D-3078	Standard Test Method for Determination of Leaks in Flexible Packaging by Bubble Emission
	4. MIL-STD 3010, Test Method 2065	Test Procedures for Packaging Materials - Puncture Resistance
	5. CGSB 32.113M	Instant Coffee
5. Canada's Food and Drugs Act and Regulations		
REQUIREMENTS		
DESCRIPTION	- ground, fine Arabica coffee powder that will dissolve in hot or cold water - good flavour hot or cold - must make an 8oz cup of coffee	
PORTION SIZE	3g	
MOISTURE CONTENT	≤ 4%	
SHELF LIFE	3 years	
PACKAGING		
OUTER DIMENSIONS	Must not exceed 6cm x 11.5cm	
SEALS	- Heat seals on the back of the pouch are not acceptable. - Seals must be a minimum of 5mm wide - Packet must have smooth continuous seal on all four edges or a min of three edges if one edge is folded - Heat seal must not discolour the packaging	
MATERIAL	- Must comply with the Food and Drugs Act and Regulations, Division 23. - Made according to publication #1 - The sealed pouch must not rupture or suffer a loss of integrity when tested in accordance with applicable publication #3	
COLOUR	Tan (Pantone No. 7501 U)	
PRINTING COLOUR	Black (Pantone No. Black U or Black C)	
FINISH	Matte	
PUNCTURE RESISTANCE	≥ 3lbs (when tested in accordance with applicable publication #4)	
TOTAL BULK VOLUME	Excess air in pouches shall be removed before sealing	
LABELLING		
LAYOUT	The following information must appear on the package in the same order: - Name of Item in English - Maple Leaf Drawing - Name of item in French - Name of Supplier - Net weight - Bilingual List of Ingredients (on the back of package) - Nutrition Information (on the back of package) - Production code printed or embossed on the seal	
INGREDIENT LIST AND NUTRITIONAL INFORMATION	- Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the Canadian Food Inspection Agency's format. - Must comply with the proposed New Labelling Requirements for the food allergens, Gluten Sources and Added Sulphites.	
CF PRODUCTION CODE	If embossed, it must be located on the package's seal only. Is to be composed in the following manner: - the first two digits shall represent the year of production - the next three digits shall represent the date of packaging with the Julian date - the last digit shall represent the batch number - if commercial product is submitted, a code interpretation must also be provided.	

Table 5 – Technical Specification for Wildberry Yogurt Protein Drink

GENERAL		
PRODUCT	Wildberry Yogurt Protein Drink	
APPLICABLE PUBLICATIONS	1. D-85-001-136/SF-001	Specification for Aluminum Foil Laminate
	2. D-LM-008-036/SF-000	Department of National Defence Minimum Requirements for Manufacturer's Standard Pack
	3. ASTM-D-3078	Standard Test Method for Determination of Leaks in Flexible Packaging by Bubble Emission
	4. MIL-STD 3010, Test Method 2065	Test Procedures for Packaging Materials - Puncture Resistance
	5. Canada's Food and Drugs Act and Regulations	
REQUIREMENTS		
PRODUCT	- must have a wildberry yogurt flavour and be a light pink colour - water soluble, must easily dissolve after 1 minute of vigorous shaking - the beverage must be a minimum of 100 calories and 18g protein	
PORTION SIZE	28g	
SHELF LIFE	3 years	
PACKAGING		
INNER DIMENSIONS	18cm long x 13cm wide	
SEALS	- Heat seals on back of pouch are not acceptable. - Seals must be a minimum of 5mm wide - Packet must have smooth continuous seal on all four edges or a min of three edges if one edge is folded - Seal must not discolour the packaging	
MATERIAL	- Must comply with the Food and Drugs Act and Regulations, Division 23 - Made according to publication #1 - Packaging must not rupture or suffer a loss of integrity when tested in accordance with applicable publication #3 - packaged in a stand up pouch with a zip lock	
COLOUR	Tan (Pantone No. 7501 U)	
FINISH	Matte	
PRINTING COLOUR	Black (Pantone No. Black U or Black C)	
NOTCHES	'V' or 'U' shaped tear notches which do not affect the integrity of the perimeter seal must appear on both sides of the pouch below the closure seal.	
PUNCTURE RESISTANCE	≥ 3lbs (when tested in accordance with applicable publication #4)	
TOTAL BULK VOLUME	Excess air in pouches shall be removed before sealing.	
LABELLING		
LAYOUT	The following information must appear on the package in the same order: - Name of Item in English - Maple Leaf Drawing - Name of item in French - Water Level Indicator - Bilingual Instructions - Name of Supplier - Net weight - Bilingual list of ingredients (on the back of package) - Bilingual nutrition information (on the back of package) - Production code printed or embossed on the seal	
PREPARATION INSTRUCTIONS AND WATER LEVEL INDICATOR (DOTTED LINE)	- A dotted water level line must be printed across the width of the pouch to indicate the water level for rehydration of the protein drink. The water level must be determined by the supplier. - Bilingual preparation instructions must be printed on the pouch as follows: Open bottom of pouch, add cold water to the line, zip tight and shake. Écarter les côtés de la base de sachet, ajouter de l'eau froide jusqu'à la ligne, fermer le zip et agiter.	
LIST OF INGREDIENTS AND NUTRITIONAL INFORMATION	- Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the Canadian Food Inspection Agency's format. - Must comply with the proposed New Labelling Requirements for the food allergens, gluten sources and added sulphites.	
CF PRODUCTION CODE	- If embossed, it must be located on the package's seal only. - Is to be composed in the following manner: - the first two digits shall represent the year of production - the next three digits shall represent the date of packaging with the Julian date - the last digit shall represent the batch number - if commercial product is submitted, a code interpretation must also be provided.	

ANNEX G

PRICING

Note:

Suppliers must submit unit prices for both years including all the quantity ranges.

Unit Cost

In his quotation the bidder must calculate the unit price as FOB destination.

The following formula is applicable for all groups

Formula for evaluating bids: Groups 1 to 6

$$(A \times 0.5) + \frac{(B + C + D + E)}{4} \times 0.5 = \text{Total average unit price for both years}$$

Formula for evaluating bids: Items 7 to 11

$$(A \times 0.5) + \frac{(B + C + D)}{3} \times 0.5 = \text{Total average unit price for both years}$$

Group #1

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
1. Firm Quantities IMP14 for delivery in 2013	Fruit Punch Sports Drink	430 128	Package	\$ _____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
1. Option Quantities IMP15 for delivery in 2014	Grape Sports Drink	0 to 224,999	Package	\$ _____ (B)
		225,000 to 324,999	Package	\$ _____ (C)
		325,000 to 424,999	Package	\$ _____ (D)
		425,000 to 524,999	Package	\$ _____ (E)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #2

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
2. Firm quantities IMP14 for delivery in 2013	Lime Sports Drink	270 064	Package	\$_____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
2. Option Quantities IMP15 for delivery in 2014	Lemon Sports Drink	0 to 224,999	Package	\$_____ (B)
		225,000 to 324,999	Package	\$_____ (C)
		325,000 to 424,999	Package	\$_____ (D)
		425,000 to 524,999	Package	\$_____ (E)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #3

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
3. Firm Quantities IMP14 for delivery in 2013	Orange-Pineapple Sports Drink	200 064	Package	\$_____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
3. Option Quantities IMP15 for delivery in 2014	Orange Sports Drink	0 to 224,999	Package	\$_____ (B)
		225,000 to 324,999	Package	\$_____ (C)
		325,000 to 424,999	Package	\$_____ (D)
		425,000 to 524,999	Package	\$_____ (E)
Number of units per shipping container _____				

Is the product offered commercial or custom packed for DND? _____

Group #4

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
4. Firm Quantities IMP14 for delivery in 2013	Raspberry Sports Drink	400 128	Package	\$ _____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
4. Option Quantities IMP15 for delivery in 2014	Peach Sports Drink	0 to 224,999	Package	\$ _____ (B)
		225,000 to 324,999	Package	\$ _____ (C)
		325,000 to 424,999	Package	\$ _____ (D)
		425,000 to 524,999	Package	\$ _____ (E)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #5

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
5. Firm Quantities IMP14 for delivery in 2013	Watermelon Sports Drink	260 096	Package	\$ _____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
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5. Option Quantities IMP15 for delivery in 2014	Strawberry Sports Drink	0 to 224,999 225,000 to 324,999 325,000 to 424,999 425,000 to 524,999	Package Package Package Package	\$ _____ (B) \$ _____ (C) \$ _____ (D) \$ _____ (E)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #6

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
6. Firm Quantities IMP14 for delivery in 2013	Lemon-Lime Sports Drink	340 096	Package	\$ _____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
6. Option Quantities IMP15 for delivery in 2014	Ice Sports Drink	0 to 224,999 225,000 to 324,999 325,000 to 424,999 425,000 to 524,999	Package Package Package Package	\$ _____ (B) \$ _____ (C) \$ _____ (D) \$ _____ (E)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #7

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
7. Firm Quantities IMP14 for delivery in 2013	Hot Chocolate	40 000	Package	\$ _____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
7.Option Quantities IMP15 for delivery in 2014	Irish Cream Hot Chocolate	0 to 199,999 200,000 to 299,999 300,000 to 399,999	Package Package Package	\$ _____(B) \$ _____(C) \$ _____(D)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #8

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
8. Firm Quantities IMP14 for delivery n 2013	Mint Hot Chocolate	100 032	Package	\$ _____(A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
8. Option Quantities IMP15 for delivery in 2014	Hot Chocolate	0 to 199,999 200,000 to 299,999 300,000 to 399,999	Package Package Package	\$ _____(B) \$ _____(C) \$ _____(D)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #9

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
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9. Firm Quantities IMP14 for delivery in 2013	Coffee Whitener	1 130 400	Package	\$ _____(A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Item	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
9. Option Quantities IMP15 for delivery in 2014	Coffee Whitener	0 to 1,299,999 1,300,000 to 1,799,999 1,800,000 to 2,299,999	Package Package Package	\$ _____(B) \$ _____(C) \$ _____(D)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #10

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
10. Firm Quantities IMP14 for delivery In 2013	Espresso Roast Coffee	720 224	Package	\$ _____(A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
10. Option Quantities IMP15 for delivery in 2014	Espresso Roast Coffee	0 to 699,999 700,000 to 799,999 800,000 to 899,999	Package Package Package	\$ _____(B) \$ _____(C) \$ _____(D)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Group #11

Group	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
11. Firm Quantities IMP14 for delivery In 2013	Wildberry Yogurt Protein Drink	220 032	Package	\$ _____ (A)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

Item	Description	Quantity	Unit of Issue	Firm Unit Price/ FOB Destination
11. Option Quantities IMP15 for delivery in 2014	Wildberry Yogurt Protein Drink	0 to 199,999	Package	\$ _____ (B)
		200,000 to 299,999	Package	\$ _____ (C)
		300,000 to 399,999	Package	\$ _____ (D)
Number of units per shipping container _____				
Is the product offered commercial or custom packed for DND? _____				

APPENDIX 1 TECHNICAL EVALUATION PLAN

The cost of shipping samples is at the Supplier's expense. Upon receipt, samples will become DND property and will not be returned to the Supplier.

1. Tender Samples

30 packets of each item must be submitted for evaluation as described below.

To be evaluated, tender samples must:

- 1.1 Be selected from the same batch number and individually printed with the production code
- 1.2 Be accompanied with a statement attesting:
 - a. that each item complies with all requirements of all applicable specifications and/or descriptions
 - b. to the net weight in the following two documents: the statement for the Evaluation Centre and the answer to the bid solicitation.
 - c. to the quantity of packets per shipping container in the following two documents: the statement for the Evaluation Centre and the answer to the bid solicitation.
 - d. production code interpretation if the CF code is not used.
- 1.3 An independent laboratory test report must be provided for:
 - a. the moisture content for the sports drinks, whitener and coffee;
 - b. the vitamin C content for the sports drinks;
 - c. the calcium content for the assorted hot chocolates; and
 - d. the protein content for the protein drink

The moisture, vitamin C, calcium content and protein content evaluation must be performed on the packaged product with the net weight of the package evaluated indicated on the certificate of analysis.

Should the independent laboratory not follow the testing method listed in the specification it is the responsibility of the supplier to indicate which method was used to carry out the testing and the reason why the indicated method was not used.

If the certificates of analysis are not available at time of tender, the bidder must indicate when the certificate will be available. The Certificate of Analysis must be received prior to the award of contract. Failure to do so will result in the bid being rejected.

- 1.4 A certificate from the packaging material supplier indicating that the packaging material has a minimum puncture resistance of 3 pounds for each proposed component. The supplier must indicate on each certificate the name and product identification number for which the packaging material certificate applies. A technical specification sheet for the packaging material must also be provided. If there is no change in the packaging material and/or the packaging material supplier, the same certificates are valid for five (5) years.
- 1.5 Include a completed production schedule following the outline in Annex E.
- 1.6 Include a statement indicating the name of the Supplier's Representative and the alternate.
- 1.7 Properly labelled package or a draft of the final label to be used must be on each package as outlined in the

technical specification sheet.

- 1.8 Packaged in its required packaging material and free of leaks. A leaking package will automatically result in the product failing.
- 1.9 The supplier must identify and submit the procedures put in place to ensure the security of the food and their raw material as well as the reliability of their personnel. The procedures will be evaluated and should deficiencies be noted, the successful bidder will be informed. At the time of contract, he will have to commit to implement a corrective plan.
- 1.10 Be shipped by the closing date. The samples must be shipped to the following address:

Bid Receiving
Public Works and Government Services Canada
11 Laurier St.
Place du Portage, Phase III
Core 0A1
Gatineau, QC
K1A 0S5

Tender Samples Evaluation Method

The tender samples and the technical information will be evaluated by the Combat Ration Program personnel, using an evaluation grid (refer to Appendix 2). All the evaluation criteria are indicated in the grid. Failure to meet one or several criteria will result in the bid being declared as non-compliant.

If the bid complies with all the technical requirements, a sensory evaluation session will be conducted.

Organoleptic Evaluation Session

Each year the Project Leader PMO NCRP requests military volunteers to participate in the sensory evaluation of tender samples. Panelists are therefore staff members working at the Louis St Laurent Building, where the Evaluation Centre is located.

Choice of Test Methodology and Required Score

The purpose of the test is to establish the acceptance of tendered products for the IMPs by the users. Therefore, the methodology used for this evaluation is a consumer panel where there is no requirement to choose a preferred sample but where each panelist indicates the degree of liking of a sample. To collect the necessary information a questionnaire is used, which includes a nine point Hedonic scale ranging from 1 to 9. The average is computed, and the passing score is 6 for each criterion: appearance, texture aroma/flavour and global acceptance. Samples which do not receive a passing score of 6 will fail the evaluation. The winning bid will be determined from the samples that receive a passing score.

Conduct of Taste Panels/Retention of Tender Samples

Twelve volunteers are asked to evaluate up to seven products per sitting. At the beginning, the evaluators are given a short briefing explaining the goal and procedures of the evaluation session. The evaluators are not informed of the name of the bidders. Tender samples are evaluated for their appearance/aroma, texture, flavour and global acceptance. A scale and descriptors are used to assist the panelist in their evaluation. Participants can also provide general comments on their evaluation form. Once a Contract is awarded, approved tender samples are retained and distributed to appropriate personnel who are responsible to conduct the comparison between the approved tender sample and the production end product.

**APPENDIX 2
 EVALUATION GRID**

1. Sports Drinks

EVALUATION DATE :

BIDDER'S NAME :

EVALUATION CRITERIA	DESCRIPTION	PASS	FAIL
Closing Date and Time	Met		
Statements from bidder stating:	that each item complies with all requirements of all applicable specifications and/or descriptions		
	the net weight		
	the quantity of packets per shipping container		
	the production code interpretation if the CF code in not used		
	the supplier's representative and alternate		
Certificates	stating the vitamin C content		
	stating the moisture content, must be $\leq 3.5\%$		
	Stating the puncture resistance or pouch, must be $\geq 3\text{lbs}$		
	Packaging material technical specification sheet		
Label	layout as per specification sheet		
	preparation instructions as per specification sheet		
	Nutrition Facts table and Ingredient List as per CFIA		
	production code as per specification sheet		
Samples	30 packets from same batch and individually printed with product code		
Security Procedure	Provided		
Net Weight	21g		
Dimension of Packet	11cm x 9cm		
Packaging	Packaged in required material and has no leaks		
	Matte tan with black printing		
Production Schedule	Completed		

2. Assorted Hot Chocolates

EVALUATION DATE :

BIDDER'S NAME :

EVALUATION CRITERIA	DESCRIPTION	PASS	FAIL
Closing Date and Time	Met		
Statements from bidder stating:	that each item complies with all requirements of all applicable specifications and/or descriptions		
	the net weight		
	the quantity of packets per shipping container		
	the production code interpretation if the CF code in not used		
	the supplier's representative and alternate		
Certificates	stating the calcium content, 85mg		
	stating the puncture resistance, must be \geq 3lbs		
	packaging material technical specification sheet		
Label	layout as per specification sheet		
	preparation instructions and water level indicator as per specification sheet		
	Nutrition Facts and Ingredient List as per CFIA		
	production code as per specification sheet		
Samples	30 packets from same batch and individually printed with product code		
Security Procedure	Provided		
Net Weight	28g		
Dimension of Packet	11cm x 9cm		
Packaging	required material is used and has no leaks		
	matte tan with black printing		
Production Schedule	Completed		

3. Coffee Whitener

EVALUATION DATE :

BIDDER'S NAME :

EVALUATION CRITERIA	DESCRIPTION	PASS	FAIL
Closing Date and Time	Met		
Statements from bidder stating:	that each item complies with all requirements of all applicable specifications and/or descriptions		
	the net weight		
	the quantity of packets per shipping container		
	the production code interpretation if the CF code in not used		
	the supplier's representative and alternate		
Certificates	stating the moisture content, must be $\leq 3.2\%$		
	Stating the puncture resistance, must be $\geq 3\text{lbs}$		
	Packaging material technical specification sheet		
Label	Layout as per specification sheet		
	Nutrition Facts table and Ingredient list as per CFIA		
	Production code as per specification sheet		
Samples	30 packets from same batch and individually printed with product code		
Security Procedure	Provided		
Net Weight	4g		
Dimension of Packet	8cm x 6cm		
Packaging	required material is used and has no leaks		
	matte tan with black printing		
Production Schedule	Completed		

4. Espresso Roast Coffee

EVALUATION DATE :

BIDDER'S NAME :

EVALUATION CRITERIA	DESCRIPTION	PASS	FAIL
Closing Date and Time	Met		
Statements from bidder stating:	That each item complies with all requirements of all applicable specifications and/or descriptions		
	The net weight		
	The quantity of packets per shipping container		
	The production code interpretation if the CF code is not used		
	The supplier's representative and alternate		
Certificates	Stating the moisture content, ≤4%		
	Stating the puncture resistance, must be ≥ 3lbs		
	Packaging material technical specification sheet		
Label	Layout as per specification sheet		
	Preparation instructions as per specification sheet		
	Nutrition Facts table and Ingredient List as per CFIA		
	Production code as per specification sheet		
Samples	30 packets from same batch and individually printed with product code		
Production Schedule	Completed		
Security Procedure	Provided		
Net Weight	3g		
Dimension of Packet	Must not exceed 6cm x 11.5cm		
Packaging	Required material is used and has no leaks		
	Tan matte with black ink		
Production Schedule	Completed		

5. Protein Drink

EVALUATION DATE :

BIDDER'S NAME :

EVALUATION CRITERIA	DESCRIPTION	PASS	FAIL
Closing Date and Time	Met		
Statements from bidder stating:	that each item complies with all requirements of all applicable specifications and/or descriptions		
	the net weight		
	the quantity of packets per shipping container		
	the production code interpretation if the CF code in not used		
	the supplier's representative and alternate		
Certificates	stating the protein content of at least 18g		
	Stating the puncture resistance, must be \geq 3lbs		
	packaging material technical specification sheet		
Label	layout as per specification sheet		
	preparation instructions as per specification sheet		
	Nutrition Facts table and Ingredient List as per CFIA		
	production code as per specification sheet		
Samples	30 packets from same batch and individually printed with product code		
Production Schedule	Completed		
Security Procedure	Provided		
Net Weight	28g		
Dimension of Packet	18cm x 13cm		
Packaging	required material is used and has no leaks		
	tan matte with black ink		
Notches	'V' or 'U' shaped on both sides of package, below the closure seal		
Production Schedule	Completed		

NOTES

APPROVAL

To be completed at contract award
DP/GP

_____ Date

To be completed at contract award
Technical Assistant

_____ Date

To be completed at contract award
Technical Assistant

_____ Date