

<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

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

- (i) Part 1, General Information;
- (ii) Part 2, Offeror Instructions;
- (iii) Part 3, Offer Preparation Instructions;
- (iv) Part 4, Evaluation Procedures and Basis of Selection;
- (v) Part 5, Certifications, and
- (vi) Part 6:  
6A, Standing Offer, and  
6B, Resulting Contract Clauses; and,  
  
the Annexes.

Part 1: provides a general description of the requirement;

Part 2: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, the security requirement, if applicable, and the basis of selection;

Part 5: includes the certifications to be provided;

Part 6A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

Part 6B: includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

### **List of Annexes:**

Annex A.1 - Statement of Work for «Static Feeding Requirements»

Annex A.2 - Statement of Work for «Field Operational Feeding Requirements»

Annex B - Basis of Payment - Pricing Sheets - «List of Products»

Annex C - Information to Suppliers

Annex D - Schedule of Tender Closing Dates and First Pages of the Monthly Tender Document

## 2. Summary

Request for Regional Individual Standing Offer (RISO) for the supply and delivery of **Miscellaneous Grocery Products** to Department of National Defence to various kitchens at CFB Gaagetown, 3 ASG Food Services in Oromocto, New Brunswick on an as and when requested basis for the period from **01 May, 2012 to 30 April, 2013, divided into two (2) rebid periods.**

**NOTE:** Offers must be submitted for each period as per the schedule in Annex "D". Offerors may bid on any period of their choice.

*"The requirement is subject to a preference for Canadian goods and/or services."*

## 3. Security Requirement

There is no security requirement associated with the requirement.

## 4. Communications Notification

As a courtesy, the Government of Canada requests that successful offerors notify the Standing Offer Authority in advance of their intention to make public an announcement related to the issuance of a standing offer.

## 5. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

## PART 2 - OFFEROR INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

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

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

The **2006 (2011/05/16)** Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

**Delete:** sixty (60) days

**Insert:** one hundred and twenty (120) days

## 1.1 SACC Manual Clauses

SACC Reference	Section	Date
C9000T	Pricing	16/08/10

## 2. Submission of Offers

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

Due to the nature of the Request for Standing Offers, **transmission of offers by electronic mail to PWGSC will not be accepted.**

## 3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **seven (7) calendar days before the Request for Standing Offers (RFSO) closing date**. Enquiries received after that time may not be answered.

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

## 4. Applicable Laws

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

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

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 1. Offer Preparation Instructions

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

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

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

Policy on Green Procurement

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, offerors 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: Technical Offer

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

### Section II: Financial Offer

Offerors must submit their financial offer in accordance with **Annex B, Basis of Payment**. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

### Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) ☐ Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA \_\_\_\_\_

Master Card \_\_\_\_\_

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

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

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

### Section III: Certifications

Offerors must submit the certifications required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) Only one standing offer will be awarded to the lowest aggregate bid meeting all the requirements listed at Annex A and Annex B.

### Prices - Items

Offeror **must submit firm prices for all items listed at Annex B.**

#### 1.1. Financial Evaluation

SACC Reference	Section	Date
M0220T	Evaluation of Price	25/05/07

### 2. Basis of Selection

#### 2.1 Basis of Selection - Multiple Items

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

*(Derived from - Provenant de: M0032T, 16/08/10 )*

## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

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

### Certifications Precedent to Issuance of a Standing Offer

Offerors must submit the certifications as provided below:



## 1. Certifications Precedent to Issuance of a Standing Offer

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

### 1.1 Federal Contractors Program - Certification

#### 1.1.1 Federal Contractors Program - \$200,000 or more

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 standing offer. If the Offeror, or, if the Offeror 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 standing offer.

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 offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Offeror 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 Offeror 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 Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror 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 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.

(Derived from - Provenant de: M2000T, 16/08/10 )

## 1.2 Canadian Content Certification

### 1.2.1 SACC Manual clause **A3050T (11/01/2010)** Canadian Content Definition

### 1.2.2 Canadian Content Certification

This procurement is limited to Canadian goods.

The Offeror certifies that:

( ) a minimum of 80 percent of the total price for the offer consist of Canadian goods as defined in paragraph 1 of clause A3050T.

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the Supply Manual.

(Derived from - Provenant de: M3053T, 11/01/10 )

## PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annexes A.1, A.2 the Statement of Work and Annex B the «List of Products» .

#### 2. Security Requirement

There is no security requirement associated with the requirement.

#### 3. Standard Clauses and Conditions

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

#### 3.1 General Conditions

**2005 (2011/05/16)** General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

### 3.2 Standing Offers Reporting

#### Periodic Usage Reports - Standing Offer

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

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

**The data must be submitted for each 6 month standing offer period to the Standing Offer Authority.**

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

*(Derived from - Provenant de: M7010C, 11/01/10 )*

### 4. Term of Standing Offer

#### 4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from **01 May, 2012 to 30 April, 2013, divided into two (2) rebid periods.**

### 5. Authorities

#### 5.1 Standing Offer Authority

The Standing Offer Authority is:

Charlotte Drisdelle  
Supply Officer  
Public Works and Government Services Canada  
Acquisitions Branch and Compensation Services  
1045 Main Street, 3rd Floor  
Moncton, New Brunswick  
E1C 1H1  
Telephone: 506-851-6948  
Facsimile: 506-851-6759  
E-mail address: charlotte.drisdelle@pwgsc-tpsgc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible

Solicitation No. - N° de l'invitation

W0105-12F007/01/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mct015

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

W0105-12F007

File No. - N° du dossier

MCT-1-34419

CCC No./N° CCC - FMS No/ N° VME

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for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

## 5.2 Offeror's Representative

### Placing Orders:

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

### General Enquiries:

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

### Delivery follow-up:

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

## 6. Identified Users

The Identified Users authorized to make call-ups against the Standing Offer is:

**Department of National Defence**  
**3 ASG Food Services**  
**Various Kitchens at CFB Gagetown**  
**PO Box 17000, Station Forces**  
**Oromocto, NB**  
**E2V 4J5**

## 7. Call-up Procedures

As indicated in Annexes A.1 and A.2 - Statement of Work.

## 8. Call-up Instrument

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

## 9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$40,000.00** (Goods and Services Tax or Harmonized Sales Tax included).

## 10. Financial Limitation

### Financial Limitation - Total

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of **\$1,695,000.00** (Goods and Services Tax or Harmonized Sales Tax included) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or (1) month before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

*(Derived from - Provenant de: M4506C, 15/08/06 )*

## 11. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions **2005 (2011/05/16)**, General Conditions - Standing Offers - Goods or Services
- d) the general conditions **2029 (2011/05/16)**;
- e) Annex A.1 - Statement of Work for «Static Feeding Requirements»
- f) Annex A.2 - Statement of Work for «Field Operational Feeding Requirements»
- g) Annex B - Basis of Payment - Pricing Sheet(s) - «List of Products»;
- h) Annex C - Information so Suppliers
- i) Annex D - Schedule of Tender Closing Dates and First Pages of the Monthly Tender Document

j) the Offeror's offer \_\_\_\_\_

## 12. Certifications

### 12.1 Compliance

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

### 12.2 SACC Manual Clauses

SACC Reference	Section	Date
M3060C	Canadian Content Certification	12/05/08

## 13. Applicable Laws

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

## B. RESULTING CONTRACT CLAUSES

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

### 1. Requirement

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

### 2. Standard Clauses and Conditions

#### 2.1 General Conditions

**2029 (2011/05/16)**, General Conditions - Goods or Services (Low Dollar Value) apply to and form part of the Contrat.

**Section 12**, Interest on Overdue Accounts, of **2029 (2011/05/16)**, Goods or Services (Low Dollar Value) will not apply to payments made by credit cards at point of sale.

## **2.2 SACC Manual Clauses**

### **2.2.1 Canadian General Standards Board - Standards**

A copy is available and may be purchased from:

Canadian General Standards Board Sales Centre  
Place du Portage III, 6B1  
11 Laurier Street  
Gatineau, Quebec

Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)

Fax: (819) 956-5644

E-mail: [ncr.cgsb-ongc@pwgsc.gc.ca](mailto:ncr.cgsb-ongc@pwgsc.gc.ca)

CGSB Website: <http://www.pwgsc.gc.ca/cgsb/home/index-e.html>.

*(Derived from - Provenant de: B4003T, 16/08/10 )*

### **2.2.2 Price Adjustment - Butter**

The prices detailed in the Contract are subject to upward or downward adjustment to allow for any increase or decrease in the support prices for butter established by the Canadian Dairy Commission. A copy of the Contractor's notification of price increase or decrease from the Canadian Dairy Commission must be provided to the Contracting Authority.

The Contract will be amended to reflect the actual price of the increase or decrease at time of delivery. The Contractor must not invoice at prices other than those specified in the Contract.

*(Derived from - Provenant de: B4003T, 16/08/10 )*

### **2.2.3 Delivery of Fresh Chilled or Frozen Products**

Fresh chilled or frozen products must be delivered in accordance with Canadian Food Inspection Agency requirements stipulating that frozen products must be maintained at -18o C or lower, and fresh chilled products between 4o C and 1o C until delivery. All fresh chilled or frozen products must be delivered in refrigerated vehicles and show no evidence of deterioration. Frozen products must not have been frozen for longer than 90 days since the date of processing in the fresh state.

*(Derived from - Provenant de: D0014C, 30/11/07 )*

### **2.2.4 Inspection and Stamping**

The Contractor must ensure that inspectors from the Canadian Food Inspection Agency (CFIA) have inspected all meat and meat products, poultry and poultry products, lard, shortening and margarine containing animal fats, and soups containing ingredients of animal origin, and have stamped those products "*CFIA inspected for CG*" before shipment.

The Contractor must arrange for all such products to be delivered to the consignee either from an establishment registered in accordance with the Meat Inspection Act, 1985, c. 25 (1st Supp.) and the regulations made under that Act, or from a food distributor that purchased the products from such an establishment. Canada will not accept products that have not been stamped by the CFIA.

The Contractor must not permit any food distributor to alter or further process any meats or other products that have been inspected by inspectors from the CFIA.

*(Derived from - Provenant de: D3007C, 30/11/07 )*

### **2.2.5 Delivery and Unloading**

1. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.
2. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel
3. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

*(Derived from - Provenant de: D0018C, 30/11/07 )*

### **2.2.6 Type of Transport**

Delivery must be made in refrigerated transport. The acceptable temperature range is from 1.5° C to 4° C or (35° F to 40° F).

*(Derived from - Provenant de: D3004C, 30/11/07 )*

## **3. Term of Contract**

### **3.1 Delivery Date**

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

## **4. Payment**

### **4.1 Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid "**firm unit prices, as specified in Annex B the Basis of Payment**". Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.



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

(Derived from - Provenant de: C0207C, 11/01/10 )

## 4.2

THE FOLLOWING TERMS AND CONDITIONS ARE INCORPORATED HEREIN

SACC Reference	Section	Date
H1000C	Single Payment	12/05/08

## 4.3 Payment by Credit Card

The following credit card is accepted: \_\_\_\_\_.

**OR**

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

## 5. Invoicing Instructions

1. The the conditions and as per Annexes A.1 and A.2 the Statement of Work. Invoices cannot be submitted until all work identified in the invoice is completed.

(Derived from - Provenant de: H5001C, 12/12/08 )

## 6. SACC Manual Clauses

SACC Reference	Section	Date
B7500C	Excess Goods	16/06/06
G1005C	Insurance	12/05/08
A9062C	Canadian Forces Site Regulations	2011/05/16

## 7. Shipping Instructions - Delivery at Destination

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

(a) Delivered Duty Paid (DDP) **CFB Gagetown, Oromocto, NB** Incoterms 2000 for shipments from a commercial contractor.

(Derived from - Provenant de: D4001C, 12/12/08 )

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## ***Annex “A.1”***

### ***“STATEMENT OF WORK”***

### ***Miscellaneous Groceries***

### ***CAMP GAGETOWN***

### ***3 AREA SUPPORT GROUP***

### ***«Static Feeding Requirements»***

**01 May 2012 to 30 April 2013**

**Divided into two (2) rebid periods**

**FOODLIST - ANNEX "B"**

The offeror **MUST provide a price for EACH item and be able to supply 100% of the items** on the attached «Foodlist» in Annex "B".

Please note that for all items where the Unit of Issue is indicated as "case" suppliers **MUST** quote on a per case basis. Bidders who submit prices using any other Unit of Issue will not be evaluated further. In addition, the Offeror (successful bidder) must invoice on a per case basis for all items where the Unit of Issue is indicated as "case".

**FOOD SUPPLY AND DELIVERY TO CAMP GAGETOWN TRAINING AREA****REQUIREMENT**

To supply and deliver ***"Miscellaneous Groceries"*** to specified locations within the Gagetown Training Area.

The offeror **must ensure 100% compliance** to this Annex "A" and the attached «Foodlist» in Annex "B". Any deviations **MUST be approved** by the Food Supply Officer at Public Works and Government Services Canada, in writing, **PRIOR to bid closing**.

**SCOPE OF SERVICES**

To provide food commodities at specified times to meet the particulars of the requirement.

The requirement will take the form of a standing offer for all food provisions encompassing the following commodities:

***Miscellaneous Canned and Dry Grocery Products;  
Frozen Fruits, Vegetables, Desserts etc.....***

**STATEMENT OF WORK**

The Offeror shall during the period of the standing offer, perform and complete with care, skill, diligence, and efficiency the work described in this standing offer.

**SUB-LETTING:**

Standing Offers will NOT be sub-let or transferred without the written permission of the Food Supply Officer at Department of Public Works and Government Services Canada.

## PRICING

**All shipping charges must be included in the quoted prices.** If the consignee requests an item, which is not, specified herein, your price is to be in accordance with the lowest prices charged to your most favored customer for like quality and quantity of product on the date of delivery. You hereby certify that the prices charged under this method of supply will be computed in accordance with the same accounting principals applicable to the prices shown herein.

## CALL-UP PROCEDURES

All orders may be placed in writing or by telephone. Supplier **MUST be able to receive all orders by Telephone, Email, Facsimile and Hard Copy.**

## ORDER CONFIRMATION OF AVAILABILITY

Potential shortfalls in providing the specified food commodities shall be immediately brought to the attention of the designated Food Services representative, at time of ordering or ***within 2 hours maximum***; who in turn is the only approving authority for substitutions.

## REJECTS AND SHORTFALLS

The supplier agrees, upon notification of rejects or shortage of food products, to replace any and all shorted item ***within (24) hours, (delivery costs occurred to replace all rejected food items or shortfalls rest fully at the contractors expense).***

## DISCREPANCIES AND SUBSTITUTIONS

Substitutions will not be accepted without the written approval of the requesting Food Services representative. **Approvals must be received in writing.**

It is a condition that no product, pack or case size be changed after award of the standing offer **UNLESS** they have been changed by the manufacturer. You will therefore have to notify the Food Supply Officer at PWGSC in Moncton of the change. Changes will only take effect when the Supply Officer has accepted the change, with DND's approval. **Supplier must advise the Food Supply Officer of any changes to product codes and the person at CFB Gagetown responsible to advise all kitchens.**

***This person will be identified at award of the standing offer.***

## FOOD DELIVERIES

Deliveries must to be made direct to a specified location, and must be between the hours of **0700 hr and 1100 hrs**, Mondays, Tuesdays, Wednesdays, Thursdays and Fridays. The supplier shall bear all risks of loss or damage to the goods until such time as they have been placed at the disposal of requesting unit.

## DELIVERY SERVICE LEVELS

All orders will be placed a minimum of two (2) days prior to the expected day of delivery.

DND personnel will be able to make **MINOR** amendments to the original order up until **1400 hrs**, from Monday to Friday.

Deliveries **MUST** be provided as requested.

No minimum order will be required for delivery due to:

- limited storage area; and
- fresh consumption

Deliveries are to be made direct to a specified location as indicated.

All products must be delivered in its original box or case.

Any damaged, stressed, opened, or repackaged products will not be accepted and will be returned to the supplier at the supplier's expense.

If products must be returned due to non-compliance, **COST** to return these products will be the responsibility of the supplier.

The supplier shall bear all risks of loss or damage to the goods until such time as they have been delivered to the requesting unit.

It is recommended that delivery personnel should be covered by Worker's Compensation (WSIB) or similar program.

**If the supplier, which is awarded the standing offer, chooses to contract out the Transportation Part of the standing offer, the supplier will be responsible for the Performance of that contractor.**

## REQUIREMENTS PERTAINING TO INVOICING

A bill of lading and a computerized purchase invoice in three (3) copies "***One original and two copies***" must be provided to the consignee at the time of each delivery, "***Hand written invoices will not accepted***"

The consignee's delivery representative will verify with the supplier's representative that all items shipped have been received using the bill of lading provided by the supplier.

The supplier must only charge for the items delivered and accepted. The supplier is to ensure that a request for credit receipt is issued at the time of delivery for all items that are not accepted by consignee's representative at time of delivery. The supplier agrees to provide the consignee with a detailed credit receipt within (7) working days from delivery for all items that the consignee and supplier agree that was

shorted or damaged prior to delivery. Invoices will not be forwarded for payment until the supplier provides the Consignee with approved credit receipt. The supplier must ensure that all Invoices reflect correct pricing effective at the time of ordering. All invoices will be calculated in Canadian dollars.

Invoices must contain the following information:

Attn: ***Name of Requesting Kitchen  
Kitchens Complete Mailing address  
Invoice control number  
Delivery Date***

## INVOICE PAYMENT

The consignee will forward invoices to the requesting Comptroller for payment within (30) days of the food order delivery and receipt of all credit receipts. If payment is not received within a forty-five (45) day period the supplier shall communicate this information as soon as possible to the receiving Units Comptroller.

## TYPE OF TRANSPORT

Delivery of chilled, frozen food commodities will be made in climate controlled transport unless the consignee instructs otherwise.

The vehicles utilized for the transportation of food products must be considered as an extension of the company premises. As such, it is important that the environment it presents does not put at risk the integrity of the food products contained therein. The vehicle must act as the interim storage facility from the company to the point of destination.

The construction, maintenance, sanitation and refrigeration standards in addition to the handling practices must equate as closely, as is reasonably possible, to the standards required of a well-operated Canadian commercial grocer.

## PALLETISING

All food items **MUST** be shipped to the specified delivery point on shrunk or stretch wrapped pallets not higher than 180 CM in height.

Orders **MUST** be separated by individual units/kitchens and clearly identified with the name of the requesting unit/kitchen on at least (2) sides.

**Food items MUST be palletized in segregated commodities of:**

**Chilled** - (dairy products together, salads together etc...),

**Frozen** - (baked goods/pastries together, vegetables together, ice cream etc...); and

**Dry Goods etc...**

Food items MUST be palletized in such a way as to ensure the heaviest items are on the bottom of the pallet.

Pallets MUST to be loaded in such a way as to allow easy access for off loading with forklifts.

The supplier MUST not load pallets in a cinder block fashion.

The supplier is responsible for the off loading of all food items

## **QUALITY ASSURANCE**

All products must be processed in federally inspected plants.

Frozen food products must be delivered individually quick-frozen with an internal temperature of not greater than minus eighteen degrees Celsius.

All frozen and canned fruit and vegetables supplied must be graded in accordance with the Canadian standards and the grade supplied must be of equal or exceed the grade specified at the time of the order.

All Miscellaneous Grocery products must be of recent production and have the latest production date available, the shelf life or best before date must be clearly indicated on a conspicuous location and any conditions affecting the product shelf life must be clearly stated at the time of ordering.

**«Perishable items must have a minimum of seven (7) days to the best before date».**

The “**Canadian General Standards Boards Specifications**” will be used as reference for quality control.

Final inspection and acceptance of the food product will rest solely with the consignee at the point of delivery. All products supplied shall be free of signs of deterioration, spoilage, filth, or damage by rodents or insects. The consignee will have the right to reject products at the time of delivery and the supplier will remove unacceptable products immediately.

DND representatives may perform quality assurance inspections at the supplier facilities as required.

## **Vendor's Performance:**

**The vendor's performance will be monitored by the Food Services Representative or his designated representative.**

«Performance Factors» will include, but NOT limited to:

- a. Ability to PROVIDE items and quantities ordered;
- b. Ability to **immediately** COMMUNICATE unavailability of products ordered at time of ordering (or within **2 hours maximum**);
- c. Ability to provide products as per sizes requested at quoted prices;
- d. Ability to deliver within required time frame **AND** the necessary location required at the site;
- e. Ability to provide required quality service and products at all time;

If at any time the performance is NOT satisfactory, documentation will be forwarded to Public Works and Government Services Canada.

**WARNING TO SUPPLIER:**

High quality product and service as defined in «*Canadian General Standards Board Specifications*» (CGSB) will be required during the period of this standing offer. Failure to provide the level of **quality of goods and services as defined herein OR non compliance with Annex "B" - the «Foodlist»** more than five (5) times over the period of the standing offer will result in the following:

- 1. **Initial notice of failure to provide the level of service required, quality products or correct product size etc....**
- 2. **A second, third & fourth incident will result in a written notification requesting corrective action; and**
- 3. **For a fifth incident, the vendor will be advised that their standing offer has been set-aside and no further call-ups will be processed.**

**PLEASE SIGN BELOW AS CONFIRMATION THAT YOU AGREE TO ADHERE TO THE ABOVE MENTIONED MANDATORY REQUIREMENTS**



Solicitation No. - N° de l'invitation

W0105-12F007/01/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mct015

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

W0105-12F007

File No. - N° du dossier

MCT-1-34419

CCC No./N° CCC - FMS No/ N° VME

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**(Signature of Authorized Representative)**

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## ***Annex A.2***

### ***“Statement of Work”***

***for***

### ***«FIELD OPERATIONAL FEEDING REQUIREMENTS»***

***3 AREA SUPPORT GROUP / COMBAT  
TRAINING CENTER***

***CAMP GAGETOWN***

***1 May 2012 to 30 April 2013***

## **FOOD SUPPLY AND DELIVERY TO CAMP GAGETOWN AND TRAINING AREA**

### **REQUIREMENT**

To supply and deliver **“ONE (1) STOP SHOPPING”** of food commodities to specified locations in the Gagetown Training Area.

### **SCOPE OF SERVICES**

To provide all required food commodities at specified times to meet the particulars of the standing offer. Personnel from Canadian Forces Field Units and Foreign Army Visiting Units will meet your employees at the specified points of delivery to receive the food order.

The requirement will take the form of a standing offer for all food provisions encompassing the following commodities:

***Dairy Products***

***Frozen Fruit & Vegetables***

***Juice, Beverages***

***Miscellaneous Grocery Products etc...***

### **PRICING**

**All shipping charges must be included in the quoted prices.** If the consignee requests an item which is not specified herein, the price is to be in accordance with the lowest price charged to your most favored customer for like quality and quantity of products on date of delivery. You hereby certify that the prices charged under this method of supply will be computed in accordance with the same accounting principals applicable to the prices shown herein.

### **CHARGES FOR LOSS OR DAMAGED GOODS**

The consignee agrees to provide the supplier with reimbursement for all lost or damaged Milk Crate, Bread Racks or Serialized Pallets at the completion of the standing offer period. The supplier agrees to provide the consignee with a count of all crates at the time of each delivery, the consignee is to provide the supplier with a count of all returns.

These items will be invoiced to HQ Canadian Field Units and Foreign Visiting Units.  
The supplier agrees to bill at a fixed cost per unit to replace all loss or damaged racks as follows:

A).     \$\_\_\_\_\_ **Per Serialized Pallets,**

B).     \$\_\_\_\_\_ **Per Milk Create** (only if required)

## FOOD DELIVERIES

Deliveries must be made direct to a specified location on an **"as required"** basis. The requesting Field Unit reserves the right to make changes to the delivery schedule due to operational requirements. Any changes to the delivery schedule will be made to the supplier, in writing, not less than **2** working days in advance.

The supplier shall bear all risks of loss or damage to the goods until such time as they have been placed at the disposal of requesting unit. Should the supplier be unable to effectively deliver to the designated locations, due to circumstances beyond its control, the Field Unit requesting food and the contractor shall agree on the nearest practicable point where the goods can be delivered. If and when the contractor's vehicles require military escort, the Field Unit requesting food must be notified not less than 48 hours prior to the delivery.

## DELIVERY

The supplier agrees to provide delivery to the Gagetown Training Area on or about **07:00 hrs** on Monday to Friday as requested by a food service representative.

## DELIVERY SERVICE LEVELS

All orders will be placed on an "as and when required" basis. Orders will be submitted to the supplier accordingly, prior to the expected day of delivery, by the Designated Field Units representatives forwarded by phone, fax, Email or hard copy.

DND personnel will be able to make **MINOR** amendments to the original order up until **1400 hrs**, from Monday to Sunday.

Once a food order has been placed with the supplier, the requesting Field Unit may cancel the order ***within 2 days notice*** of the food order delivery. Cancellation of food orders less than 2 days notification will remain at the discretion of the supplier.

## ORDER CONFIRMATION OF AVAILABILITY

The availability of all items and confirmed receipt of the order must be made ***within a four (4) hour period*** from time the order is placed to the supplier. Potential shortfalls in providing the specified food commodities shall be immediately brought to the attention of the designated Field Units Food Services representative, who in turn is the only approving authority for all substitutions.

## REJECTS AND SHORTFALLS

The contractor agrees, upon notification of rejects or shortage of food products, to replace any and all shorted item within 24 hours; (***delivery of all rejects or shortfalls is fully at the supplier's cost***). The rejected or shorted food items that are to be replaced, shall be in the same quantity or greater and cost as per the original order. Discounting for sub standard goods will not be accepted.

## DISCREPANCIES AND SUBSTITUTIONS

Food item substitutions will not be accepted without the verbal or written approval of the Units Food Services representative. All discrepancies in the delivery of products different from those ordered shall be recorded on the bill of lading invoice. All food item substitutions shall be clearly identified on the invoice. Items that are not readily available for delivery within 24 hrs from the supplier at the time of original delivery will **not be back ordered** by the supplier unless prior verbal or written approval from the Units Food Services representative is received.

Substitutions will not be accepted without the approval of the requesting Food Services representative.  
**Approvals must be received in writing.**

## PALLETISING

All food items must be shipped to the specified delivery point on shrunk or stretch wrapped pallets not higher than 180 CM in height.

Orders must be separated by individual units and clearly identified with the name of the requesting unit on at least (2) sides.

- Food items must be palletized in segregated commodities of Chilled, Frozen and Dry goods.
- Food items must be palletized in such a way as to ensure the heaviest items are on the bottom of the pallet.
- Pallets must be loaded in such away as to allow easy access for off loading with forklifts.
- The supplier must not load Pallets in a cinder block fashion.
- The supplier is responsible for the off loading all food items.

## REQUIREMENTS PERTAINING TO INVOICING

A bill of lading and the purchase invoice in three (3) copies **“One original and two copies”** must be provided to the consignee at the time of each delivery.

The consignee's delivery representative will verify with the supplier's representative that all items shipped have been received using the bill of lading provided by the supplier.

The supplier must only charge for the items delivered and accepted. The supplier is to ensure that a request for credit receipt is issued at the time of delivery for all items that are not accepted by consignee's representative at time of delivery. The supplier agrees to provide the consignee with a detailed credit receipt within (3) working days from delivery for all items that the consignee and supplier agree that was shorted or damaged on the delivery. Invoices will not be forwarded for payment until the supplier provides the Consignee with approved credit receipt. The supplier must ensure that all Invoices reflect correct pricing effective at the time of ordering. All invoices will be calculated in Canadian dollars.

Solicitation No. - N° de l'invitation

W0105-12F007/01/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mct015

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

W0105-12F007

File No. - N° du dossier

MCT-1-34419

CCC No./N° CCC - FMS No/ N° VME

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## **Invoices must contain the following information:**

### **Attn:**

**Name of Requesting Units Chief Cook, and Rank**  
**Name of the Canadian Forces Field Unit or Foreign Army Visiting Unit.**  
**Units Complete Mailing address**  
**Unit area code and phone number**  
**Exercise name**

Each telephone facsimile order is to be invoiced separately by unit and must accompany the food shipment.

## **INVOICE PAYMENT**

The consignee will forward invoices to the requesting Comptroller for payment within 30 days of the food order delivery and receipt of all credit receipts. If payment is not received within the forty-five day period the supplier shall communicate this information as soon as possible to the receiving Units Comptroller.

## **TYPE OF TRANSPORT**

Delivery of chilled and/or frozen and grocery food commodities **MUST** be made in climate controlled transport unless the consignee instructs otherwise.

The vehicles utilized for the transportation of food products must be considered as an extension of the company premises. As such, it is important that the environment it presents does not put at risk the integrity of the food products contained therein. The vehicle must act as the interim storage facility from the company to the point of destination.

The construction, maintenance, sanitation and refrigeration standards in addition to the handling practices must equate as closely, as is reasonably possible, to the standards required of a well-operated Canadian commercial grocer.

## **QUALITY ASSURANCE**

All meat and meat products must be processed in European Union, US or Canadian inspected plants.

Frozen food products must be delivered individually quick-frozen with an internal temperature of not greater than minus eighteen degrees Celsius.

The food product must be of recent production and have the latest production date available. The shelf life or best before date must be clearly indicated on a conspicuous location and any conditions affecting the product shelf life must be clearly stated at the time of ordering.

***Perishable items must have a minimum of 7 days to the best before date.***

All frozen and canned fruit and vegetables supplied must be graded in accordance with the Canadian standards and the grade supplied must be of equal or exceed the grade specified at the time of the order.

The ***Canadian General Standards Boards - Standard*** will be used as reference by all Canadian Field Units and Foreign Visiting Units to determine the quality specifications of the food product.

Final inspection and acceptance of the food product will rest solely with the consignee at the point of delivery. All products supplied shall be free of signs of deterioration, spoilage, filth, or damage by rodents or insects. The consignee will have the right to reject products at the time of delivery and unacceptable products will be removed immediately by the supplier.

DND representatives may perform quality assurance inspections at the supplier facilities as required.

**Vendor's Performance:**

**The vendor's performance will be monitored by the Food Services Representative or his designated representative.**

«Performance Factors» will include, but NOT limited to:

- a. Ability to PROVIDE items and quantities ordered;
- b. Ability to COMMUNICATE unavailability of products ordered at time of ordering (or within **4 hours**);
- c. Ability to provide products as per sizes requested at quoted prices;
- d. Ability to deliver within required time frame **AND** the necessary location required at the site;
- e. Ability to provide required quality service and products at all time;

If at any time the performance is NOT satisfactory, documentation will be forwarded to Public Works and Government Services Canada.

Solicitation No. - N° de l'invitation

W0105-12F007/01/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W0105-12F007

MCT-1-34419

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**WARNING TO SUPPLIER:**

High quality product and service as defined in «*Canadian General Standards Board Specifications*» (CGSB) will be required during the period of this standing offer. Failure to provide the level of **quality of goods and services as defined herein OR non compliance with Annex B - the «Foodlist»** more than five (5) times over the period of the standing offer will result in the following:

1. **Initial notice of failure to provide the level of service required, quality products or correct product size etc....**
2. **A second, third & fourth incident will result in a written notification requesting corrective action; and**
3. **For a fifth incident, the vendor will be advised that their standing offer has been set-aside and no further call-ups will be processed.**

**PLEASE SIGN BELOW AS CONFIRMATION THAT YOU AGREE TO ADHERE TO THE ABOVE MENTIONED MANDATORY REQUIREMENTS**

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**(Signature of Authorized Representative)**



## **ANNEX "C" INFORMATION**

**Tender closing at the office of:**

**Bid Receiving  
Public Works and Government Services Canada (PWGSC)  
1045 Main Street, 3rd Floor  
Moncton, New Brunswick  
E1C 1H1**

**Or by facsimile at: (506) 851-6759**

Here is some information that might be of use:

**1) MERX:**

You must use the **LATEST PUBLISHED VERSION OF THE DOCUMENT.**

Any changes to the Requirement, the List of Products at Annex "B" or to a Tender Closing Date at Annex "D" will be provided by publishing an Amendment to the Solicitation on Merx.

**2) Transmission of offers:**

For your Offer to be considered, it must be transmitted by **FACSIMILE** or by **MAIL**.

**3) Request for evaluation results:**

By email to the Supply Officer's email address. They will be sent to you by PDF format.

Please note that you will have to identify the **File Title, Client's Reference Number**, the **client department's name** as well as the **period for which your request applies.**

### **General Address for the Food Supply Officer:**

**4) For any questions concerning Food Procurement files, you may contact the following person:**

**Charlotte Drisdelle**  
Supply Officer / Agente d'approvisionnement  
Phone number / Téléphone: 506-851-6948  
Facsimile number / No de télécopieur: 506-851-6759  
Email / Courriel: [charlotte.drisdelle@pwgsc-tpsgc.gc.ca](mailto:charlotte.drisdelle@pwgsc-tpsgc.gc.ca)

## **ANNEX "D" - Schedule of Tender Closing Dates**

**PWGSC Buyer and ID:** Charlotte Drisdelle (MCT015)

**Client Reference no.** W0105-12F007

**Subject:** Miscellaneous Grocery Products

**For the following consignee:** Department of National Defence at CFB Gagetown in Oromocto NB

### **Schedule of Tender Closing Dates**

Period Identification N°	Two (2) Periods of Six (6) Months Each	Closing Date
W0105-12F007/ 01/ A	1st May 2012 - 31 October 2012	29 March 2012
W0105-12F007/ 02/ A	1st November 2012 to 30 April 2013	27 September 2012

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

**PWGSC/TPSGC Acquisitions**  
**1045 Main Street**  
**1st Floor, Lobby C**  
**Unit 108**  
**Moncton, NB E1C 1H1**  
**Bid Fax: (506) 851-6759**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

## Comments - Commentaires

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
NB / PEI Division - Moncton Acquisitions Office  
1045 Main Street  
1st Floor, Lobby C  
Unit 108  
Moncton, NB E1C 1H1

<b>Title - Sujet</b> Miscellaneous Groceries	
<b>Solicitation No. - N° de l'invitation</b> W0105-12F007/01/A	<b>Date</b> 2012-02-20
<b>Client Reference No. - N° de référence du client</b> W0105-12F007	<b>GETS Ref. No. - N° de réf. de SEAG</b>
<b>File No. - N° de dossier</b> MCT-1-34419 (015)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-03-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Drisdelle, Charlotte J.	<b>Buyer Id - Id de l'acheteur</b> mct015
<b>Telephone No. - N° de téléphone</b> (506)851-6948 ( )	<b>FAX No. - N° de FAX</b> (506)851-6759
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE 3 ASG Food Services to Various Kitchens at CFB Gagetown OROMOCTO New Brunswick E2V4J5 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

**PWGSC/TPSGC Acquisitions**  
**1045 Main Street**  
**1st Floor, Lobby C**  
**Unit 108**  
**Moncton, NB E1C 1H1**  
**Bid Fax: (506) 851-6759**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

## Comments - Commentaires

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
NB / PEI Division - Moncton Acquisitions Office  
1045 Main Street  
1st Floor, Lobby C  
Unit 108  
Moncton, NB E1C 1H1

<b>Title - Sujet</b> Miscellaneous Groceries	
<b>Solicitation No. - N° de l'invitation</b> W0105-12F007/02/A	<b>Date</b> 2012-02-20
<b>Client Reference No. - N° de référence du client</b> W0105-12F007	<b>GETS Ref. No. - N° de réf. de SEAG</b>
<b>File No. - N° de dossier</b> MCT-1-34419 (015)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-09-27</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Drisdelle, Charlotte J.	<b>Buyer Id - Id de l'acheteur</b> mct015
<b>Telephone No. - N° de téléphone</b> (506)851-6948 ( )	<b>FAX No. - N° de FAX</b> (506)851-6759
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE 3 ASG Food Services Camp Gagetown OROMOCTO New Brunswick E2V4J5 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du fournisseur/de l'entrepreneur**

**Telephone No. - N° de téléphone**  
**Facsimile No. - N° de télécopieur**

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**Name and title of person authorized to sign on behalf of Vendor/Firm**  
**(type or print)**  
**Nom et titre de la personne autorisée à signer au nom du fournisseur/**  
**de l'entrepreneur (taper ou écrire en caractères d'imprimerie)**

**Signature** **Date**