

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions -**  
**TPSGC**  
**11 Laurier St. / 11 rue Laurier**  
**Place du Portage, Phase III**  
**Core 0A1 / Noyau 0A1**  
**Gatineau**  
**Québec**  
**K1A 0S5**  
**Bid Fax: (819) 997-9776**

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
Commercial Acquisitions & Fast Track Procurement  
Div/Div des Acquisitions commerciales et achats en  
régime accéléré  
11 Laurier St. / 11 rue Laurier  
6B3, Place du Portage  
Phase III  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> FOOD SERVICES - MEAL TRAYS		
<b>Solicitation No. - N° de l'invitation</b> 21120-122000/B		<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> 21120-122000		<b>Date</b> 2013-05-16
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PD-014-62471		
<b>File No. - N° de dossier</b> pd014.21120-122000	<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 2013-05-24</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>		
<b>Address Enquiries to: - Adresser toutes questions à:</b> Nolet, Josee		<b>Buyer Id - Id de l'acheteur</b> pd014
<b>Telephone No. - N° de téléphone</b> (819) 956-8774 ( )		<b>FAX No. - N° de FAX</b> (819) 956-5706
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>		

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<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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**This amendment is raised to answer questions from a vendor:**

**Question 1:**

During the mandatory bidders conference, the representative from CSC stated this solicitation is open to vendors and or their manufacturers. In the solicitation documents term, "bidder", "vendor" and "contractor" are used interchangeably.

Please clarify, if the Bidder is a Vendor and uses a manufacturing partner, can the Bidder include in the information of their manufacturing partner in their responses to the requirements, such as experience, references etc...?

**Answer 1:**

As stated at the bidder's conference if a manufacturer is bidding on the solicitation they will supply information based on their experience. If a reseller is partnered with a manufacturer they will primarily use the manufacturer's information as it relates to question to the manufacturing.

**Question 2:**

In document marked Annex B, page 2, paragraph d, it states that prototypes are requested to be made of a material that "should have similar weight, functional and aesthetic properties as the specified design material". Please confirm that the prototypes are only being requested for testing form and fit and to reflect the design and dimensions and not functional properties of the trays.

**Answer 2:**

The prototypes request is for the newly designed 5 compartment and 4 compartment tray as well "samples" of the commercial off the shelf 2 & 3 compartment trays.

The purpose of the prototypes is to do form and fit testing as well as to properly visualize the proposed solution, the nesting of the products, the stacking of the 4 compartment trays and general ergonomic feel and form. No food will be served and items will not go through a dishwasher.

**Question 3:**

In document marked Annex B, page 2, paragraph d, it also states that "In the event substantial changes are made to the design, additional prototypes may be required".

Would you like us to provide you with pricing for additional prototypes that you may require in the Pricing Table as outlined in Annex B, sub Annex 6, page 20?

**Answer 3:**

If additional prototypes are required to validate any substantial changes to the design a new set of prototypes will be ordered at the price indicated on the submission per set of prototypes.

**Question 4:**

The solicitation document does not specify prototyping process that can be used. We use FDM modeling and a polypro like durable material for the prototypes. The tray can also be painted to give it an esthetic look. Please confirm if this process is acceptable.

**Answer 4:**

As per the discussion at the bidder's conference the use of FDM modeling using materials such as ABS was brought up and approved. It is important that the prototypes to have some durability to ensure manual handling and review, while providing some level of realism to the look and feel and colour of the finished product.

**Question 5:**

In document marked Annex B, Section 3. Scope of Work, page 1, you request an “off-the-shelf two and three compartment hot dishes for the program's tray on tray meal distribution system.” On page 16 and 17 of the same document you also state “The nesting dish will also be suitable for use in heat sealing film for cook chill and rethermalization”.

On page 16 and 17 (Annexes 3 and 4) of the same document you also state the standard feature should “be made of a high temperature resistant material and have a snug snap on lid made of the same material as the hot meal dish.” Would you like us to include Pricing for the lids in the Pricing Table?

**Answer 5:**

The client will update the pricing table to reflect price request for the appropriate lids of the two and three compartment hot dish.

**Question 6:**

In document marked Annex B, sub Annexes 3 and 4, pages 16 and 17 you state that “The nesting 2 compartment hot meal tray will be available in 2 different colours to facilitate end users in colour code identification of trays for specific uses. Colour 1 for standard meal and therapeutic meal (85% by volume of requirements) and colour 2 for religious meal (15% by volume of requirements).

The off-the-shelf 3 and 2 compartment hot dishes are available in more than 2 colours. Considering you are segregating meals for standard, therapeutic and religious diets, would you prefer to have 3 colour options available instead of 2 as requested? If so, would you kindly specify the percentage breakdown for each colour.

**Answer 6:**

The client will add separate columns for pricing and quantity for colour options. The bidder will provide a list of available colours for the commercially available two and three compartment hot dish.

**Question 7:**

In document marked Annex B, section 7, page 7 you state “The final products must be National Sanitation Foundation (NSF) certified”.

Since the 5 compartment and 4 compartment trays are new products, these will require an application for an NSF certification. There does not appear to be a provision for pricing for certification in the Pricing Table. Would you like pricing for certification to be included in the Pricing Table? Would you also require NSF certification on the off-the-shelf commercial trays as well?

**Answer 7:**

The client will adjust the pricing table to separate out the NSF certification for the items request as a onetime cost.

**Question 8,9,10,11 & 12 answered together****Question 8:**

The bidders are required to provide FOB Destination pricing. Can you please provide all the delivery addresses to facilitate delivery costs calculation for this bid.

**Question 9:**

Due to the remote location of institutions, have you consider FOB Destination pricing per region?

**Question 10:**

In document marked Annex B, page 6, it states "Bidders must submit a scheduled timeframe and price for each milestone identified below. Bidders are also required to submit individual unit pricing, case and lot pricing for each of the trays defined in the requirement. Pricing table is provided on Annex "F"."

When you refer to Pricing Table on Annex "F", are you referring to Pricing Table in Annex 6, page 20?

The Pricing Table also does not provide a breakdown of each milestone as outlined on page 6.

Please clarify if you would like price for the general milestone "Submission and Approval of Final Drawing" as specified in the Pricing Table on page 20 or should the Pricing Table be modified to specify the detailed pricing per milestone and deliverables as outlined on the milestone table on page 6?

**Question 11:**

We would like to have some clarification on Lot Pricing. Pricing will depend on the lot size, which is a function of economies of scale and inventory requirements for the client. Smaller lots will also have a higher unit cost.

Would you consider pricing by unit, case, "Initial Lot Pricing" and "Additional Lot Pricing"?

Considering the initial order is firm, can the initial lot size be defined by the initial quantities as outlined on page 5 which are 17,174 5-compartment trays, 7,343 4-compartment trays and 864 hot dish trays plus 10% additional quantity for Stock Levels and Delivery?

The lots comprising the remaining order of 5-compartment trays, 4-compartment trays and hot dishes (less 10%) will be split into "Additional Lots", with various permutations as to Additional Lot size and Pricing?

**Question 12:**

At the bidders conference the CSC representative stated that they would be providing update to counts for each site. We have not received this information yet.

Will you be updating your quantities?

**Question 8-12 are interrelated and are answered together below.**

The client has updated the pricing table Annex 6 (attached file in .pdf format - 10 pages) to address points brought up in the question.

The pricing table is in two sections.

First section deals with the contract deliverables prior to Mass Production and the Second part Deals with the mass production unit pricing.

All addresses are provided along with regional breakdowns allowing the bidders to provide individual prices by delivery location and for each purchase period.

The client has also added pricing and volume for an optional lid to provided.

The client has adjusted the pricing table to separate out the NSF certification for the items request as a onetime cost.

As for the consideration of LOTS the client has identified firm quantities for the first delivery and estimates for the second and third year quantities.

**Annex 6 - Amendment:**

Delete the current pricing table Annex 6 and replace with new pricing table supplied in an attached .pdf file (10 pages).

Solicitation No. - N° de l'invitation

21120-122000/B

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

21120-122000

Amd. No. - N° de la modif.

004

File No. - N° du dossier

pd01421120-122000

Buyer ID - Id de l'acheteur

pd014

CCC No./N° CCC - FMS No/ N° VME

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On page 1 of the Request for proposal document:

**DELETE:**

Solicitation Closes at 02:00 PM on 2013-05-22.

**INSERT:**

Solicitation Closes at 02:00 OM on 2013-05-24.

**All other terms and conditions remain the same.**

**ANNEX 6**  
**Pricing Table**

The bidders must submit prices in Canadian Dollars.  
Harmonized Sales Tax (HST) is not to be included in the prices but will be shown as a separate line item on the invoice

All prices DDP to the sites.

Milestone		Qty	Unit Price	Total
Submission and Approval of Final Drawings		1		
<b>Prototypes for Form Fit Testing</b>				
5 compartment Tray - one prototype per site		6		
4 compartment insulated trays – 2 prototypes per site		12		
3 compartment host dish & lid -1 sample per site		6		
2 Compartment hot dish & lid – 1 sample per site		6		
<b>Completion and Approval of Mould</b>				
Mould for 5 compartment tray		1 set		
Mould for 4 compartment air insulated tray		1 set		
<b>Pre-Mass Production Samples</b>				
5 Compartment Tray	Collins Bay Institution	300		
4 Compartment Tray	Sask Pen Institution	600		
4 Compartment Tray	Collins Bay Institution	120		
3 Compartment hot dish	Collins Bay Institution	36		
2 Compartment hot dish	Collins Bay Institution	36		

# **Mass production units 5 compartment trays**

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

National	Institution	Address	POP	Initial Order each	2nd Year Order	3rd Year Order	Total over 3 years
Total	21		8516	22680	3120	3120	28920

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order option	pricing 2nd year order	3rd Year Order option	pricing 3rd year order	Total over 3 years option
ATL	New Brunswick	Dorchester Penitentiary	4902 Main Street Dorchester, New Brunswick E4K 2Y9	300	792		120		120		1032
ATL	Nova Scotia	Springhill	330 McGee Street PO Box 2140 Springhill, Nova Scotia B0M 1X0	445	1200		168		168		1536
ATL	Sub Total	2		745	1992		288		288		2568

# Mass production units 5 compartment trays

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order option	pricing 2nd year order	3rd Year Order option	pricing 3rd year order	Total over 3 years
QUE	Laval	Montée St-François	600 Montée Saint-François Laval, Québec H7S 1S5	163	456		72		72		600
QUE	Laval	Federal Training Centre	6099 Lévesque Boulevard East Laval, Québec H7C 1P1	375	1008		144		144		1296
QUE	Mirabel	Archambault	242 Montée Gagnon Sainte-Anne-des-Plaines, Québec J0N 1H0	445	1200		168		168		1536
QUE	Mirabel	Régional Reception Ctre-Qiebec	246 Montée Gagnon Sainte-Anne-des-Plaines, Québec J0N 1H0	406	1080		144		144		1368
QUE	Eastern Townships	Drummond	2025 Jean-de-Brébeuf Blvd. Drummondville, Québec J2B 7Z6	371	984		144		144		1272
QUE	Eastern Townships	Cowansville	400 Fordyce Avenue Cowansville, Québec J2K 3G6	481	1296		168		168		1632
QUE	Laurentian	La Macaza	321 Chemin de l'Aéroport La Macaza, Québec J0T 1R0	288	768		96		96		960
QUE	Sub Total	7		2529	6792		936		936		8664



# Mass production units 5 compartment trays

firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	pricing 2nd year order	3rd Year Order	pricing 3rd year order	Total over 3 years
ONT	Kingston	Joyceville	Highway 15 PO Box 880 Kingston, Ontario K7L 4X9	384	1008		144		144		1296
ONT	Kingston	Collins Bay	1455 Bath Road PO Box 190 Kingston, Ontario K7L 4V9	490	1296		168		168		1632
ONT	Kingston	Frontenac	1455 Bath Road PO Box 7500 Kingston, Ontario K7L 5E6	225	600		96		96		792
ONT	Kingston	Bath	5775 Bath Rd. PO Box 1500 Bath, Ontario K0H 1G0	381	1008		144		144		1296
ONT	Campbellford	Warkworth	County Road #29 PO Box 760 Campbellford, Ontario K0K 3K0	616	1632		216		216		2064
ONT	Sub Total	5		2096	5544		768		768		7080

# Mass production units 5 compartment trays

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	pricing 2nd year order	3rd Year Order	pricing 3rd year order	Total over 3 years
PRA	Saskatchewan	Saskatchewan Penitentiary	15th Street West PO Box 160 Prince Albert, Saskatchewan S6V 5R6	548	1440		192		192		1824
PRA	Southern Alberta	Drumheller	Highway #9 PO Box 3000 Drumheller, Alberta T0J 0Y0	581	1536		192		192		1920
PRA	Southern Alberta	Bowden	Highway #2 PO Box 6000 Innisfail, Alberta T4G 1V1	586	1536		216		216		1968
PRA	Grande Cache	Grande Cache	Hoppe Avenue Bag 4000 Grande Cache, Alberta T0E 0Y0	375	1008		144		144		1296
PRA	Sub Total	4		2090	5520		744		744		7008

# Mass production units 5 compartment trays

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	pricing 2nd year order	3rd Year Order	pricing 3rd year order	Total over 3 years
PAC	Abbotsford	Matsqui	33344 King Road PO Box 2500 Abbotsford, British Columbia V2S 4P3	350	936		120		120		1176
PAC	Mission	Mission	8751 Stave Lake Street PO Box 60 Mission, British Columbia V2V 4L8	266	720		96		96		912
PAC	Agassiz	Mountain	4732 Cemetery Road PO Box 1600 Agassiz, British Columbia V0M 1A0	440	1176		168		168		1512
PAC	Sub Total	3		1056	2832		384		384		3600



# **Mass production units 4 compartment Air insulated Trays**

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	2nd Year Order	3rd Year Order	Total over 3 years
	Total	9		3662	9888	3432	3432	16752

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	Pricing Second Year	3rd Year Order	Pricing Third Year	Total over 3 years
ATL	Dorchester	Dorchester Pen - Shepody Centre	4902 Main Street Dorchester, New Brunswick E4K 2Y9	110	336		120		120		576
ATL	Springhill, Nova Scotia	Springhill	330 McGee Street PO Box 2140 Springhill, Nova Scotia B0M 1X0	120	336		120		120		576
ATL	New Brunswick	Atlantic	13175 Route 8 PO Box 102 Renous, New Brunswick E9E 2E1	282	768		264		264		1296
ATL	Sub Total	1		512	1440		504		504		2448

# **Mass production units 4 compartment Air insulated Trays**

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	Pricing Second Year	3rd Year Order	Pricing Third Year	Total over 3 years
ONT	Kingston	Millhaven	Highway 33 PO Box 280 Bath, Ontario K0H 1G0	700	1896		648		648		3192
ONT	Kingston	Bath	5775 Bath Rd. PO Box 1500 Bath, Ontario K0H 1G0	112	336		120		120		576
ONT	Gravenhurst	Fenbrook	2000 Beaver Creek Drive P.O. Box 5000 Gravenhurst, Ontario P1P 1Y2	120	336		120		120		576
ONT	Sub Total	4		932	2568		888		888		4344

# Mass production units 4 compartment Air insulated Trays

Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	Pricing Second Year	3rd Year Order	Pricing Third Year	Total over 3 years
PRA	Saskatchewan	Saskatchewan Penitentiary	15th Street West PO Box 160 Prince Albert, Saskatchewan S6V 5R6	358	960		336		336		1632
PRA	Southern Albert	Drumheller	Highway #9 PO Box 3000 Drumheller, Alberta T0J 0Y0	192	528		192		192		912
PRA	Southern Albert	Bowden	Highway #2 PO Box 6000 Innisfail, Alberta T4G 1V1	120	336		120		120		576
PRA	Manitoba	Stony Mountain	Highway #7 PO Box 4500 Winnipeg, Manitoba R3C 3W8	724	1968		672		672		3312
PRA	Edmonton	Edmonton Max	21611 Meridian Street PO Box 2290 Edmonton, Alberta T5J 3H7	436	1200		408		408		2016
PRA	Sub Total	3		1830	4992		1728		1728		8448



**Mass production units 4 compartment Air insulated Trays**  
firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year

Region	Geographic Area	Institution	Address	POP	Initial Order each	pricing initial order	2nd Year Order	Pricing Second Year	3rd Year Order	Pricing Third Year	Total over 3 years
PAC	Agassiz	Kent	4732 Cemetery Road PO Box 1500 Agassiz, British Columbia V0M 1A0	388	888		312		312		1512
PAC	Sub Total	1		388	888		312		312		1512

**COTS 2 & 3 Compartment High Temperature Tray**  
Firm first year purchase and estimates for option 2<sup>nd</sup> & 3<sup>rd</sup> year  
LID is OPTIONAL all quantities indicated are estimates.

Region	Geographic Area	Inst	Addresses	Hot Dish	POP	Initial Order each	Pricing Initial Order	2nd Year Order	Pricing Initial Order	3rd Year Order	Pricing Initial Order	Total over 3 years
ONT	Kingston	Millhaven	Highway 33 PO Box 280 Bath, Ontario K0H 1G0	2 compartment	96	864		288		288		1440
				3 compartment	96	864		288		288		1440
ONT	Sub Total	1			96	1728		576		576		2880

**LID OPTIONAL**

Region	Geographic Area	Inst	Addresses	Hot Dish	POP	Initial Order each estimate	Pricing Initial Order	2nd Year Order estimate	Pricing Initial Order	3rd Year Order estimate	Pricing Initial Order	Total over 3 years
ONT	Kingston	Millhaven	Highway 33 PO Box 280 Bath, Ontario K0H 1G0	2 & 3 compartment lid	96	864		288		288		1440
ONT	Sub Total	1			96	864		288		288		1440