

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
PO Box 1408, Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3C 2Z1
Bid Fax: (204) 983-0338

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

| | |
|--|--|
| Title - Sujet Food & Accommodations, Saskatoon | |
| Solicitation No. - N° de l'invitation W4295-12C010/A | Date 2012-04-20 |
| Client Reference No. - N° de référence du client W4295-12C010 | |
| GETS Reference No. - N° de référence de SEAG PW-\$WPG-202-8012 | |
| File No. - N° de dossier WPG-2-35006 (202) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-05-08 | |
| Time Zone Fuseau horaire Central Daylight Saving Time CDT | |
| F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Kozak, Tammy | Buyer Id - Id de l'acheteur wpg202 |
| Telephone No. - N° de téléphone (204) 984-8825 () | FAX No. - N° de FAX (204) 983-7796 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE SASKATCHEWAN SAIL CENTRE SASKATOON SASKATCHEWAN S7K3K4 Canada | |

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

| | |
|--|--|
| Delivery Required - Livraison exigée See Herein | Delivery Offered - Livraison proposée |
| Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur | |
| Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur | |
| 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 |

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Western
Region
PO Box 1408, Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3C 2Z1

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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work

The Work to be performed is detailed under Article 2 of the resulting contract clauses.

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions(<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada. Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2012-03-02) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2. Submission of Bids

Bids 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 bid solicitation.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered. Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

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

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W4295-12C010/A

Amd. No. - N° de la modif.

File No. - N° du dossier

WPG-2-35006

Buyer ID - Id de l'acheteur

wpg202

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

W4295-12C010

CCC No./N° CCC - FMS No/ N° VME

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (1 hard copies)

Section II: Financial Bid (1 hard copies)

Section III: Certifications (1 hard copies)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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, bidders 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 Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

1.1 SACC Manual Clauses

C3011T (2010-01-11), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

- (a) Ability to provide the services as described in Annex "A". Bidders must indicate whether they meet or do not meet the mandatory requirements of the compliance matrix.

1.2 Financial Evaluation

SACC Manual Clause A0220T (2010-01-11), Evaluation of Price

2. Basis of Selection

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

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

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

1. Certifications Precedent to Contract Award

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

1.1 Federal Contractors Program - Certification

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal 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 bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

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

The Bidder 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;

D.() has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____.

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

1.2 Former Public Servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.

Definitions

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

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

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

"pension" means, in the context of the fee abatement formula, a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S., 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

Is the Bidder a FPS in receipt of a pension as defined above?

Yes () No ()

If so, the Bidder must provide the following information:

a.name of former public servant;

b.date of termination of employment or retirement from the Public Service.

Work Force Reduction Program

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program?

Yes () No ()

If so, the Bidder must provide the following information:

a.name of former public servant;

b.conditions of the lump sum payment incentive;

c.date of termination of employment;

d.amount of lump sum payment;

e.rate of pay on which lump sum payment is based;

f.period of lump sum payment including start date, end date and number of weeks;

g.number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

Certification

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

1.3 Canadian Content Certification

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the services offered are Canadian services, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the services offered being treated as non-Canadian services.

The Bidder certifies that:

() the services offered are Canadian services as defined in paragraph 4 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.

1.3.1 SACC Manual Clause

A3050T (2010-01-11 Canadian Content Definition

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Statement of Work

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

3. Standard Clauses and Conditions

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

3.1 General Conditions

2010C (2012-03-02), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is one (1) year from date of Contract award.

4.2 Option to Extend the Contract

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

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

5. Authorities

5.1 Contracting Authority

Tammy Kozak
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
100-167 Lombard Avenue
Winnipeg, Manitoba R3C 2Z1

Telephone: 204-984-8825
Facsimile: 204-983-7796
E-mail address: tammy.kozak@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform

work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Project Authority

The Project Authority for the Contract is:

Name: _____ TO BE DETERMINED _____

Title: _____

Organization: _____

Address: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

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

5.3 Contractor's Representative

Name: _____

Title: _____

Telephone : _____

Facsimile: _____

E-mail address: _____

6. Payment

6.1 Basis of Payment - Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$ ____ TO BE DETERMINED AT CONTRACT AWARD ____ . Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

6.2 Limitation of Expenditure

1.Canada's total liability to the Contractor under the Contract must not exceed \$ ____ TO BE DETERMINED AT CONTRACT AWARD ____ . Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

2.No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

a.when it is 75 percent committed, or

b.four (4) months before the contract expiry date, or

c.as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

3.If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.3 Multiple Payments

H1001C (2008-05-12) Multiple Payment

6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0705C (2010-01-11), Discretionary Audit

7. Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

8. Certifications

8.1 Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

8.2 SACC Manual Clauses

A3060C (2008-05-12), Canadian Content Certification

9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in ____ TO BE DETERMINED AT CONTRACT AWARD_____.

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010C (2012-03-02) General Conditions - Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated ____ TO BE DETERMINED AT CONTRACT AWARD_____.

11. Defence Contract

SACC Manual clause A9006C (2008-05-12) Defence Contract

12. SACC Manual Clauses

A9062C (2011-05-16) Canadian Forces Site Regulations

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13. Insurance

SACC Manual Clause G1005C (2008-05-12), Insurance

ANNEX A**STATEMENT OF WORK**

The Saskatchewan Sail Centre will be conducted at the Blackstrap Youth Centre in Saskatoon, Saskatchewan during the period 25 May to 23 September 2012. This Contract must include accommodations and food services as per the cadet feeding standard attached in Annex C for up to 46 Cadets and 6 Supervising Officers.

Schedule / Itinerary

Cadets and Officers will arrive Friday after 18:00 hrs and leave Sunday approximately 15:00hrs.

| Dates Required: | People |
|----------------------|--------------|
| 25-27 May 2012 | 5 Adults |
| 1-3 June 2012-04-04 | 30 |
| 08-10 June 2012 | 30 |
| 15-17 June 2012 | 32 |
| 22-24 June 2012 | 32 |
| 7-9 September 2012 | 28 |
| 14-16 September 2012 | 30 |
| 22-23 September 2012 | 36 (Regatta) |

Meals:

Meals are to be delivered no later than:

Breakfast - 7:00 a.m.

Lunch - Paper bag lunch to be delivered in morning

Dinner - 5:30 p.m.

Snack - To be prepared and delivered at same time as dinner on Saturday and prior to evening on Friday.

The following meals will be provided every weekend:

Breakfast for Saturday and Sunday:

Scrambled eggs
Bacon
Sausages
Pancakes/Syrup
Coffee/Tea
Juice
Milk

Lunch for Saturday and Sunday:

Sandwiches (1 meat and 1 non-meat), Qty – 2 sandwiches/person/day
Desert, such as: cake, cookies, etc.
Season Fruit of Choice
Coffee/Tea
Juice
Milk

Dinner for Saturday:

Lasagna (or alternate meal as identified in Annex C)
Garlic Toast
Caesar Salad
Desert, such as: cake cookies, etc.
Coffee/Tea
Juice
Milk

Snack for Friday and Saturday evening:

Hot Chocolate
Desert, such as cookies, cake, cinnamon rolls

Note – Desert should not be the same for all meals.

Cancellation

Cancellation policy for a given weekend:

- If notice of cancellation is given at least 60 days in advance: no cancellation fee applies.
- If notice of cancellation is given less than 60 days in advance: a cancellation fee equivalent to the price for the minimum of 42 people per weekend applies. In the case where another group books subsequent to DND's cancellation, then the cancellation fee would be waived if that other group is at least 42 people. If the other group is less than 42 people, the fee to apply to DND would be equivalent to the price for the minimum of 42 people less the size of the other group

Mandatory Requirements

Bidders MUST indicate whether they meet or do not meet each mandatory requirement below.

| Item | Description | Meet | Does not Meet |
|------|---|------|---------------|
| 1 | Accommodations must be provided within 10 kilometers of Blackstrap Your Centre in Saskatoon, Saskatchewan. | | |
| 2 | Sufficient accommodations based on 2 people per room for the Cadets, and one for each of the Supervising Officers and exclusive use of dormitory by Cadets. One bed per person, no male and females sharing accommodations. Total number of males/females to be confirmed 48 hours prior to arrival. | | |
| 3 | Prepared meals and snacks as per Annex C. A sample meal menu is attached as Annex C. Total numbers to be confirmed 48 hours prior to arrival. | | |
| 4 | Dining room/classroom/study room/common room, to accommodate 46 Cadets and 6 Adult Staff, complete with seating, tables, and power to operate electronic devices. | | |
| 5 | Access to a minimum of 2 Male/2 female washrooms/toilets, and 2 male/2 female shower facilities. | | |
| 6 | Access to laundry facilities, including washer and dryer. | | |
| 7 | Parking space for 1 vehicle. | | |
| 8 | Maintain all areas in good, clean and tenable repair. | | |
| 9 | Provide cleaning services to all buildings/areas. | | |
| 10 | Provide clean bedding services for each visit as scheduled herein. | | |
| 11 | Provide access to telephones | | |
| 12 | Ensure all areas comply with the National Building Code and National Fire Code and that Kitchen has a Health Permit issued by the Saskatchewan Department of Health. | | |
| 13 | Current Occupancy Permit and Saskatchewan Permit to operate a food service establishment are available to provide upon request. | | |
| 14. | Facilities will be made available for a pre-acceptance inspection and annual inspection for fire and life safety by representatives of DND. Where a disagreement exists between the provincial authority and the DND authority, the DND authority shall take precedence, unless a mutual decision can be reached. | | |

ANNEX B**BASIS OF PAYMENT**

Bidders must submit firm prices as per unit of issue requested. It is the responsibility of the bidder to provide conversion to the unit of issue requested. Failure to do so will render the bid non-responsive without further consideration.

Should there be an error in the extended pricing of the bidder's proposal, the unit pricing shall prevail and the extended pricing shall be corrected in the evaluation. Any errors in the quantities of the bidders' proposal shall be changed to reflect the quantities stated in the RFP.

The quantities specified below are provided for evaluation purposes only.

Prices quoted must remain firm for the period of the Contract. Prices MUST include ALL costs associated with providing the requirement in accordance with the Statement of Work detailed in Annex A .

GST/HST, if applicable, is not included and is to be shown as a separate item on any resulting invoice.

This section, when completed, will be considered as the Bidders Financial Proposal and payment will be made in accordance with the following pricing.

| CONTRACT YEAR PRICING | | | | |
|--|--|----------------------|-----------------|-------------|
| Firm All-Inclusive Rates, GST Extra | | | | |
| Item | Description - each item must be provided in accordance with Annex A | Unit of Issue | Est. Qty | Rate |
| 1 | SINGLE Accommodation per person per night | Each | 80 | \$ |
| 2 | DOUBLE Accommodation per person per night | Each | 183 | \$ |
| 3 | BREAKFAST - Meal rations | Each | 446 | \$ |
| 4 | LUNCH - Meal rations | Each | 446 | \$ |
| 5 | SUPPER - Meal rations | Each | 223 | \$ |
| 6 | SNACK - Meal rations | Each | 446 | \$ |
| TOTAL | | | | \$ |

| OPTION YEAR PRICING | | | | |
|--|--|----------------------|-----------------|-------------|
| Firm All-Inclusive Rates, GST Extra | | | | |
| Item | Description - each item must be provided in accordance with Annex A | Unit of Issue | Est. Qty | Rate |
| 1 | SINGLE Accommodation per person per night | Each | 80 | \$ |
| 2 | DOUBLE Accommodation per person per night | Each | 183 | \$ |
| 3 | BREAKFAST - Meal rations | Each | 446 | \$ |
| 4 | LUNCH - Meal rations | Each | 446 | \$ |
| 5 | SUPPER - Meal rations | Each | 223 | \$ |
| 6 | SNACK - Meal rations | Each | 446 | \$ |
| TOTAL | | | | \$ |

ANNEX C**CADET FEEDING OPERATIONS****Sample Meal Guideline - Attached**

| BREAKFAST | | | |
|----------------------|---|---|---|
| Category | Meal Item Availability Standard | Definition/ Specification | Healthy Choices |
| Fruit | Fruit Salad 3 other varieties of fresh fruit | A total of 4 varieties of fresh fruit. Vary variety throughout week and season. The term "fresh" implies that the food has not been processed or preserved in any way (i.e. not canned, cured, dehydrated, frozen or otherwise processed or preserved. | All |
| Juice | 3 flavors (2 Fruit and 1 Vegetable) | Pasteurized 100% fruit juice from the named fruit or vegetable, no sugar added, with in accordance with Canadas Food and Drug Regulations and the Canadian Food Inspection Agency (CFIA). Vary selection throughout the week. | All |
| Entrée | Eggs any style Cereals 7 varieties – ready to eat 2 Breakfast entrées | In accordance with the Egg Regulations under the Canadian Agricultural Products Standards Act and Canadian Food And Drug Regulations. Includes 2 whole grain varieties and 2 sweetened varieties. Since this standard is primarily intended for summer camps, there is no requirement for hot cereals. Should a requirement for hot cereal be identified, then one hot cereal can be added and 6 varieties of ready to eat provided. e.g. pancakes, French toast, waffles | Cooked with little or no fat. Whole grain cereal. Less than 12 gm of sugar per recommended portion size. Made with whole wheat flour |
| Meats | 2 hot breakfast meats 1 cold meat | e.g. bacon, ham, sausage, back bacon. Meat from federally inspected source and CFIA approved only. e.g. Sliced ham. In accordance with the Canadian Food And Drug Regulations or equivalent. | Lean Meat |
| Cheese | 2 varieties of cheese 4 varieties of yogurt | e.g. cream cheese, cheddar cheese, Swiss cheese. Cheese products produced in a dairy establishment registered by CFIA or equivalent To include low fat varieties. | Less than 2% M.F. Less than 2% M.F. |
| Starch | 1 breakfast starch item | e.g. baked beans, potatoes | Prepared with little or no fat |
| Vegetable | Not required | | |
| Bread Product | 1 baked product 2 types commercial bread products and 1 variety of each type 3 types of loaves | e.g. muffins, croissants, sweet buns. e.g. Bagels and English muffins e.g. whole wheat, multi grain, white, flax, oat, linseed | Low fat, high fiber muffins, whole grain products 100% Whole grain products 100% whole grain products |

| | | | |
|-------------------|--|--|--|
| Beverage | 3 types of Hot beverages 2 types of cold beverages, 3 if non-dairy are provided: Dairy (3 varieties) Fruit Flavored Drinks (4 varieties) Non-Dairy Beverages (2 varieties) when requested | e.g. Tea (regular, decaffeinated, herbal), Coffee (regular, decaffeinated, flavored), Hot Chocolate Refers to pasteurized cow's milk with Vitamin D and A added, in accordance with Canadas Food and Drug Regulations. No chocolate milk at breakfast. Made of natural fruit flavor extract, of artificial fruit flavors, or any combination thereof. Shall contain Vitamin C not less than 24 mg and not more than 48 mg per 100 ml of ready to serve portion, in accordance with Canadas Food and Drug Regulations. Lactose free contains calcium, vitamin D and vitamin A in comparable quantities to cow's milk. i.e. Soya milk, rice milk. | Less than 2% M.F. Less than 2% M.F. Low calorie, low sugar |
| Condiments | 2 types of spreads 3 varieties jam/jellies plus honey, syrup, butter, margarine, ketchup, mustard, mayonnaise, hot sauce, meat sauce | e.g. Peanut butter, chocolate nut spread, cheese spread | Low fat varieties |

| LUNCH | | | |
|---|---|---|---|
| Category Meal Item Availability Standard Definition/ Specification Healthy Choices | | | |
| Soup | 1 freshly prepared soup | | Homemade vegetable soups Homemade milk based soups or chowders made from milk with less than 2% M.F. |
| Main Entrée At least one choice is to be a healthy choice prepared with little or no fat. One meatless protein dish to be included. Vary on a rotating basis. | 1 freshly prepared hot protein dish with appropriate accompaniments. 1 pasta dish 1 item from the following dishes: Pizza Hamburger Hot dog Tacos Burritos and similar dishes Cold Sandwiches 3 varieties of sandwich fillings | To ensure that the minimum standard of protein content is met, the recipes used for main entrées should be in the CF recipe file or come from a standardized tested quantity recipe and contain a minimum of 18 gms of protein per serving. Provide fish option at least twice per week. Meat from federally inspected source and CFIA approved only. With 2 varieties of sauce, one of which contains a source of protein. Vary on a rotating basis. 1 mixed filling 2 sliced meat 3 types of bread, e.g. roll/bun, flat bread, sliced bread, tortilla wraps, etc. 3 varieties of sliced bread, e.g. whole wheat, multi grain, white, etc. | Lean meats prepared with little or no added fat or salt. Meat alternatives such as beans, lentils and tofu. Whole-wheat pasta, 2% M.F. or less sauce, tomato sauce. Lean meats prepared with little or no added fat or salt. Meatless burritos. Crusts/buns made with whole-wheat flour. Salmon provides omega 3 fatty acids, tuna packed in water. Low fat spreads, e.g. mustard. Lean meats (ham, turkey) Whole grain products |
| Starch 1 starch item Potato, rice, couscous, not fried or is prepared with little or no fat. Brown or wild rice. Potatoes with skin. Prepared with little or no fat. | | | |
| Vegetables | 1 cooked vegetable | Prepared with no added fat. Offer at least one dark green and one orange vegetable daily | Fresh or frozen vegetables, prepared with |

| | | | |
|----------------------|--|---|--|
| | | | little or no added fat, sugar or salt. |
| Salads | Salads | Selection of salads as per the salad bar menu | Made with little or no fat |
| Fruit | 4 varieties of fresh fruit A maximum of one variety of fruit can be replaced by a canned variety. | The term “ fresh” implies that the fruit has not been processed or preserved in any way. (i.e. not canned, cured, dehydrated, frozen or otherwise processed or preserved). Vary selection throughout the week and season. | Fresh fruit Frozen fruit without added sugar. Fruit canned in unsweetened or natural fruit juice. |
| Dessert | 1 prepared dessert | e.g. milk puddings, Jell-o, fruit based desserts (i.e. cobblers, crisps), cereal squares. | 2% or less M.F. |
| | Baked desserts (2 types) | e.g. cakes, cookies, pies, square. | Make with whole-wheat flour or whole grains. 2% or less M.F |
| | Ice Cream (2 flavors) | To include low fat varieties, can include sorbets and parfaits | 2% or less M.F |
| | Yogurt (4 flavors) | To include low fat varieties | 2% or less M.F |
| Bread Product | 2 types of bread | e.g. roll/bun, flat bread, loaves, bagels, pita | Whole grain products |
| | Loaves - 3 varieties | e.g. Whole wheat, multi grain, white, etc (whole wheat bread containing not less then 60 % whole wheat flour) | Whole grain products |
| Beverage | 3 types of Hot beverages | e.g.Tea (regular, decaffeinated, herbal), Coffee (regular, decaffeinated, flavoured) Hot Chocolate | Less then 2% M.F. |
| | 3 types of cold beverages, 4 if non-dairy are provided: | | |
| | Dairy (4 varieties) | Refers to pasteurized cow's milk with Vitamin D and A added, in accordance with Canadas Food and Drug Regulations. | Less then 2% M.F. |
| | Fruit/vegetable juice | Pasteurized fruit juice from the named fruit in accordance with Canadas Food and Drug Regulations s and the Canadian Food Inspection Agency (CFIA) Vary selection throughout the week | All |
| | Fruit Flavored Drinks (4 varieties) | Made of natural fruit flavor extract, of artificial fruit flavors, or any combination thereof. Shall contain Vitamin C not less then 24 mg and not more then 48 mg per 100 ml of ready to serve portion, in accordance with Canadas Food and Drug Regulations | Low calorie, low sugar |
| | Non-Dairy Beverages (2 varieties) when requested | Lactose free contains calcium, vitamin D and vitamin A in comparable quantities to cow's milk. i.e. Soya milk, rice milk. | |

| SUPPER | | | |
|---|--|--|---|
| Category | Meal Item Availability Standard | Definition/ Specification | Healthy Choices |
| Soup | Not required | | |
| Main Entrée At least one choice is to be a healthy choice prepared with little or no fat. One meatless protein dish to be included. Vary on a rotating basis. | 2 freshly prepared hot protein dish with appropriate accompaniments. 1 omelette OR 1 item from the following dishes: Pizza Hamburger Hot dog Tacos Burritos and similar dishes | To ensure that the minimum standard of protein content is met, the recipes used for main entrées should be in the CF recipe file or come from a standardized tested quantity recipe and contain a minimum of 18 gms of protein per serving. Provide fish option at least twice per week. Meat from federally inspected source and CFIA approved only. Vary on a rotating basis Vary on a rotating basis. | Lean meats prepared with little or no added fat or salt. Meat alternatives such as beans, lentils and tofu. Lean meats prepared with little or no added fat or salt. Meatless burritos. Crusts/buns made with whole-wheat flour. |
| Starch | 1 starch item | Potato, rice, couscous, not fried or prepared with little or no fat. | Brown or wild rice, Potatoes with skin. Prepared with little or no fat. |
| Vegetables | 1 cooked vegetable | Prepared with no added fat. Offer at least one dark green and one orange vegetable daily | Fresh or frozen vegetables, prepared with little or no added fat, sugar or salt. |
| Salads | Salads | Selection of salads as per the salad bar menu | Made with little or no fat |
| Fruit | 4 varieties of fresh fruit A maximum of one fresh fruit can be replaced by a canned variety. | The term "fresh" implies that the fruit has not been processed or preserved in any way. (i.e. not canned, cured, dehydrated, frozen or otherwise processed or preserved). Vary selection throughout the week and season. | Fresh fruit Frozen fruit without added sugar. Fruit canned in unsweetened or natural fruit juice. |
| Dessert | 1 prepared dessert Baked desserts (2 types) | e.g. milk puddings, Jell-o, fruit based desserts (i.e. cobblers, crisps), cereal squares, e.g. cakes, cookies, pies, square. | 2% or less M.F. |

| | | | |
|----------------------|--|--|---|
| | Ice Cream (2 flavors) Yogurt (4 flavors) | To include low fat varieties, can include sorbets and parfaits To include low fat varieties | Made with whole-wheat flour or whole grains. 2% or less M.F. |
| Bread Product | 2 types of bread Loaves - 3 varieties | e.g. roll/bun, flat bread, loaves, bagels, pita e.g. Whole wheat, multi grain, white, etc (whole wheat bread containing not less than 60 % whole wheat flour) | Whole grain products Whole grain products |
| Beverage | 3 types of Hot beverages 3 types of cold beverages, 4 if non-dairy are provided: Dairy (4 varieties) Fruit/vegetable juice (2 Varieties) Fruit Flavored Drinks (4 varieties) Non-Dairy Beverages (2 varieties) when requested | e.g. Tea (regular, decaffeinated, herbal), Coffee (regular, decaffeinated, flavored) Hot Chocolate Refers to pasteurized cow's milk with Vitamin D and A added, in accordance with Canadas Food and Drug Regulations. Pasteurized fruit juice from the named fruit in accordance with Canadas Food and Drug Regulations and the Canadian Food Inspection Agency (CFIA) Vary selection throughout the week Made of natural fruit flavor extract of artificial fruit flavors or any combination thereof. Shall contain Vitamin C not less than 24 mg and not more than 48 mg per 100 ml of ready to serve portion, in accordance with Canadas Food and Drug Regulations Lactose free contains calcium, vitamin D and vitamin A in comparable quantities to cow's milk i.e. Soya milk, rice milk. | Less than 2% M.F. Less than 2% M.F. All Low calorie, low sugar |

| SALAD BAR | | | |
|---|--|---|---|
| Category | Meal Item Availability Standard | Definition/ Specification | Healthy Choices |
| <i>Each brunch, lunch, and supper shall have a salad bar and offer the following choices</i> | | | |
| Leaf 1 leaf salad pre-mixed e.g. Caesar salad, Greek salad ,etc. Prepared with a small amount of dressing or low fat dressing. | | | |
| Raw Vegetables | 4 varieties | e.g. radishes, green onions, celery sticks, carrot sticks, turnip sticks, sliced cucumber, tomato wedges, mushrooms, sliced zucchini, green/red pepper, broccoli, cauliflower, etc., ensure a variety at each meal | All |
| Starch, Bean, or Marinated Salad | 3 varieties per meal | e.g. coleslaw, pasta salad, three-bean salad, marinated vegetable salad, etc. ; ensure a variety at each meal | prepared using oil or dressing sparingly |
| Protein Choice | Not required | | |
| Meatless Protein Choice | 1 meatless protein choice 2 <u>types of cheese</u> : 1 hard 1 soft | e.g. chick peas, other legumes, egg, hummus, bean dip e.g. cheddar e.g. brie, cream, cottage, etc. Cheese products produced in a dairy establishment registered by CFIA or equivalent To include low fat varieties. | All if prepared with little or no fat. Less than 2% M.F. |
| Pickles | 3 varieties of pickles | e.g. olives, beets, onions, dill pickles, gherkin pickles, etc. | |
| Condiments | <ul style="list-style-type: none"> ➤ mustard, ketchup, mayonnaise (reg and low fat), vinegar, oil ➤ 3 varieties of meat sauce ➤ <u>salad dressings</u>: <ul style="list-style-type: none"> • 5 varieties of regular • 5 varieties of low fat ➤ 3 varieties of crackers ➤ 2 spreads ➤ 3 varieties of jams/jellies ➤ salt, pepper, and other assorted spices | e.g. BBQ Sauce, HP Sauce e.g. melba toast, bread sticks, biscuits e.g. peanut butter, cheese | |

Portion Size Standard

Breakfast

| | |
|--------------------|---------------------------------------|
| Eggs, large | 2 each |
| Ham/Back Bacon | 45 g (raw) |
| Bacon | 3 slices (40/48 slices per kg raw) |
| Sausages | 2 each (12/500 g raw) |
| Hot cakes | 2 X 90 ml ladles of batter |
| French Toast | 2 slices |
| Cereal w/milk- hot | 175 ml (cooked) plus 125 ml of milk |
| | Ind pkg or 250 ml plus 125 ml of milk |
| Cheese | 30 g |
| Muffin | 1 each (130 g) |
| Bagel | 1 each (110 g) |
| Croissants | 1 each (60 g) |
| Toast | 2 slices (each 35 g) |

Lunch and Supper

| | |
|-------------------------------------|--|
| Soup | 250 ml |
| Steaks and chops (bone in) | 250g (raw) |
| Chicken pieces (bone-in) | 275g (raw) |
| Steak (boneless) | 225 g (raw) |
| Boneless meat/poultry | 150 g cooked (180 g raw) |
| Fish (steaks, fillet) | 150 g (raw) |
| Fish (battered) | 150 g (cooked) |
| Stews | 300 g (cooked) (250 ml ladle) |
| Casserole dishes | 300g (cooked) (250 ml ladle) |
| Pasta w/ sauce (main entrée) | 150 g of pasta, 175 ml of sauce |
| Three decker sandwich | 1 each (90 g of meat total) |
| Hamburger | 1 each (167 g raw) |
| Hot dog | 80 g (2 ea @ 40 g or 1 ea @ 80 g) |
| Pizza | 1 each (1/6 of a 40 cm diameter pizza) 240 g |
| Tacos | 2 each |
| Burritos | 1 each (150g) |
| Submarine (15 cm long) | 1 each (90 g sliced meat or 110 g mixed filling) |
| Sandwich | 1 each |
| Sandwich filling - salad | 110 g |
| Sandwich filling - sliced meat | 90 g |
| Sliced meat – for cold plate | 90 g |
| Starch Item - potatoes, rice, pasta | 125 g (cooked) (2 ea 125 ml spoon, 2 ea #16 scoop) |
| Vegetables | 90 g (125 ml spoon) |
| Salad Items | 6" bowl or 8" plate |
| Canned fruit | 175 ml |
| Fresh fruit (individual) | 1 each |
| Fresh grapes/berries/sliced fruits | 125 ml or 90 g |

Portion Size Standard

Breakfast

| | |
|--------------------------------------|---------------------------------------|
| Pudding | 125 ml |
| Gelatin dessert | 125 ml |
| Ice cream | 125 ml |
| Fruit yogurt | 175 ml |
| Cake | 1 piece (5 cm X 5 cm X 7 cm) |
| Pie | 1 piece (1/8 of a 22 cm diameter pie) |
| Squares | 1 piece (5 cm X 5 cm X 2.5 cm) |
| Cookies (7.5 cm diam.) | 2 each |
| Cookies (12.5 cm diam.) | 1 each |
| Doughnuts / Sweet Buns | 1 each |
| Bread | 1 slice |
| Dinner Roll | 1 each |
| <i>Beverages</i> | |
| Juice | 250 ml |
| Milk (2%, 1%, skim, choc, non dairy) | 250 ml |
| Fruit Drinks | 250 ml |
| Pop | 250 ml |
| Hot Beverages | 250 ml |