

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada  
Pacific Region  
401 - 1230 Government Street  
Victoria, B.C.  
V8W 3X4  
Bid Fax: (250) 363-3344

**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada -  
Pacific Region  
401 - 1230 Government Street  
Victoria, B. C.  
V8W 3X4

<b>Title - Sujet</b> RMSO FOOD		
<b>Solicitation No. - N° de l'invitation</b> E6VIC-140007/A		<b>Date</b> 2014-03-13
<b>Client Reference No. - N° de référence du client</b> E6VIC-140007		<b>Amendment No. - N° modif.</b> 002
<b>File No. - N° de dossier</b> VIC-3-36194 (211)	<b>CCC No./N° CCC - FMS No./N° VME</b>	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VIC-211-6440		
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale		2014-02-19
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-04-03</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>Address Enquiries to: - Adresser toutes questions à:</b> Park, Isabell		<b>Buyer Id - Id de l'acheteur</b> vic211
<b>Telephone No. - N° de téléphone</b> (250) 363-3981 ( )	<b>FAX No. - N° de FAX</b> ( ) -	
<b>Delivery Required - Livraison exigée</b>		
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>		
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

## Amendment 001

This amendment is raised to:

- 1) Address changes made to the Code of Conduct and Certifications;
- 2) Revise the Standard Instructions & the General Conditions;
- 3) Publish Offeror's Conference Minutes; and,
- 4) Publish revised Annex B - Working Documents.

### Revision 001:

Under Part 2-Bidder Instructions

Delete: 2006 (2013-06-01) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements

Insert: : 2006 (2014-03-01) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements

### Revision 002:

Delete: Part 5 Certifications

Insert: as below

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

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

### 1.1 Integrity Provisions - Associated Information

By submitting an offer, the Offeror certifies that the Offeror and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Offer of Standard Instructions 2006. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

### 1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Employment and Social Development Canada-Labour's website.

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

**Revision 003:**

Under Part 6 - Resulting Contract Clauses

Delete: 3.1 General Conditions

Insert: 3.1 General Conditions

2029 (2014-03-01), General Conditions - Goods or Services (Low Dollar Value) apply to and form part of the Contract.

**Revision 004:**

Under PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION, para 1.2 Financial Evaluation

Insert: For the evaluation purposes only, if different case sizes are offered, unit price will be adjusted by the evaluator(s) by converting offered price to per unit of issue (volume or weight) price and multiplying it by the default size identified in the bid document.

**Revision 005:**

Under Annex A - Requirement, A.3 Delivery Zones

Insert:

List locations within each zones: (this is not an complete list but should cover majority of the locations)

Zone 1 (Vancouver Island)

- CFB Esquimalt
- CFB Comox
- William Head Institution, Metchosin,
- Institute of Ocean Sciences, Sidney
- Canadian Coast Guard, Victoria
- Pacific Biological Station, Nanaimo
- Government Dock, Port Hardy

Zone 2 (Mainland)

Various Corrections Canada Facilities - Abbotsford, Mission, Harrison Mills, Agassiz  
(further details available on CSC website:

<http://www.csc-scc.gc.ca/institutions/001002-0001-eng.shtml#pa3> )

Seal Cove CG Base & Port of Prince Rupert, Prince Rupert

**Revision 006:**

Under Annex A - Requirement, A.5 Pricing, 1) Price list updates

Insert:

Exception of Dairy Pricing Refresher: Dairy products pricing refresh to be permitted subject to Dairy Board pricing revision.

**Revision 007:**

Under Annex A: Requirement, A.7 DELIVERY, INSPECTION AND ACCEPTANCE, 1) Specifications,

Delete: For department of National Defence

Solicitation No. - N° de l'invitation

E6VIC-140007/A

Amd. No. - N° de la modif.

002

Buyer ID - Id de l'acheteur

vic211

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

E6VIC-140007

File No. - N° du dossier

VIC-3-36194

CCC No./N° CCC - FMS No/ N° VME

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DND specifications can be downloaded from [www.buyandsell.gc.ca/tenders](http://www.buyandsell.gc.ca/tenders) using solicitation numbers: E6TOR-13RM06 - E6TOR-13RM37

Insert: For the Department of National Defence

Il products supplied against this Standing Offer must meet or exceed the DND Food Quality Specifications (FQS). The DND Food Quality Specifications can be downloaded from [www.buyandsell.gc.ca/tenders](http://www.buyandsell.gc.ca/tenders) using solicitation numbers E6TOR-13RM06 to E6TOR-13RM37.

**Revision 008:**

Under Annex A: Requirement, A.7 DELIVERY, INSPECTION AND ACCEPTANCE

Delete: 7) Ground Beef - Fat Content Certification Requirements in its entirety.

**Revision 009:**

Under Annex A: Requirement, A.7 DELIVERY, INSPECTION AND ACCEPTANCE,

- 11) Fresh Fruit and Vegetables;
- 12) Fruit - Quick Frozen; and
- 13) Vegetables and Vegetable Products - Quick Frozen.

Insert: Refer to the DND FQS for detailed specifications for DND. For other departmental agencies, the appropriate CGSB specifications apply.

**Revision 010:**

Delete: Annex B - Working Document

Insert: Annex B - Working Document R001

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**PUBLIC WORKS AND GOVERNMENT SERVICES CANADA**  
**Bidders Conference**

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**Victoria**

Tuesday, March 6, 2014 1:30 pm to 2:30 pm  
Room 402 - 1230 Government St

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**Attendees:**

MWO David McLaughlin - DND  
Celeine D'Amour – DND  
Leigh Garrod – DND  
Lt(N) Bryce Binder - DND  
Steve Woolford - GFS  
Roy Vine – Canada Bread  
Colleen Peterson - SYSCO Canada  
Brad Gable – SYSCO Canada  
Glenn Miskullin – B & C Food  
Major Leesa Franklin (via phone from Ottawa)

**1. Welcome and Introductions**

**2. National Food Strategy update**

Overview of the National Food strategy:

- a. Duration of Standing Offers will be one (1) year only. Competitive process will run every year. Number of categories has been decreased from 8 to 6
- b. Number of zones has been decreased from 3 to 2 (to reduce administrative levels).
- c. Refresh cycles have changed back to less frequent model.
- d. Evaluation has changed and pricing and bidding will be line by line on all items. Previously, the method was to split total Standing Offer value evenly between successful bidders. This time, to adhere to Food&Beverage National Strategy, it will be line by line up to a maximum of three (3) Standing Offers per zone, per category.

Several examples cited. Further discussion ensued on the advantages and disadvantages on using this method. One concern regarding small order delivery was raised if only one or two item(s) awarded to a supplier. Major Franklin, representing Food Services (Ottawa) provided clarification that the orders from the base will be consolidated and the way items are delivered should not really change. All necessary items needed for the fleet, large and small were reviewed and basic consumption items used every day. Orders are expected to be large. Part of evaluation on Annex C of the Active Standing Offer was provided. Will involve a trial and error period and if too many issues arise, the process will be adjusted.

**3. Changes to case sizes of items**

- a. MWO McLaughlin explained the standards used on some items (yogurt was the example used) will be from the food service manual. Will accept substitutions at times. Major Franklin added that there are large and small food orders, not having to be exact, but relatively close to as stated in the guide. Further examples provided.
- b. Question brought up on unit conversion. The price conversion will be built into the spreadsheet provided by Acquisitions.

Further discussion on the types of units, price increases on substitutions or products for the end user (subs, small boats).

#### 4. Term "Preferred Brand "

- a. Preferred brand will not mean the item will get preferential treatment. The word used before is incumbent brand. The supplier is not bound to this specific word. There are a few items that will not allow for substitutions (example, ketchup, artificial sweetener, and peanut butter), and must meet the food quality specification.

A list will be provided to suppliers on those specific items.

- b. Food specs are on the Buy and Sell Tender site.

Further discussion on the items, the specifications, and the sizes and quantities. It was stated the list had some duplications and no specifics on some items (such as meat). Should expect the list to become smaller as more efficiency is developed. Discussion on the deployed standing offer and how some quality specifications from the meat products could be used in other areas of food products. The start date for the new contract will be April 2014.

- c. Regarding the price update process, the format of spreadsheet cannot be changed other than the price columns. This process will allow for a faster processing as it will be linked to the DND National food ordering software.

#### 5. Miscellaneous Clauses

Off contracts items are slowly being removed from the DND list. A separate quote may be required for items but a smaller list should be expected. It was noted that the miscellaneous clause is still included in the contract to allow the end user to be able to order food items not on the list.

Discussion on the issues created when withholding volumes on the lists. Vendors would prefer to see such numbers. However, from past purchases, the suppliers already know the appropriate consumption levels. MWO McLaughlin noted the department does not want to be held liable for putting forward volumes that may be too high or too low. For the purpose of this Standing Offer a number may be provided even though the volumes will not be accurate.

Each line will be compared to other bidders. There will be no other inserting of prices when line items are blank as done previously. Comment by Major Franklin that the system of using line items on the Standing Offer has worked well for food services in the other regions.

#### 6. Final Comments

Contact the Contracting Authority if there are any other questions. Government process requires translation services, therefore questions raised closer to the closing date may not get answered. Excel spreadsheets should be received by the end of next week.

**Meeting Adjourned**