

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

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
Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Title - Sujet Food - Unprepared, Operation Nanook	
Solicitation No. - N° de l'invitation W8484-158232/A	Date 2014-07-16
Client Reference No. - N° de référence du client W8484-158232	GETS Ref. No. - N° de réf. de SEAG PW-\$EDM-017-10216
File No. - N° de dossier EDM-4-37048 (017)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-07-31	
Time Zone Fuseau horaire Mountain Daylight Saving Time MDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Logan, Elizabeth	Buyer Id - Id de l'acheteur edm017
Telephone No. - N° de téléphone (780)497-3956 ()	FAX No. - N° de FAX (780)497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE TBD IQALUIT NUNAVUT CANADA	
Security - Sécurité 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
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

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Solicitation No. - N° de l'invitation

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File No. - N° du dossier

EDM-4-37048

Buyer ID - Id de l'acheteur

edm017

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

W8484-158232

CCC No./N° CCC - FMS No/ N° VME

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PART 1 - GENERAL INFORMATION

1. Introduction

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

Part 1 General Information: provides a general description of the requirement;

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

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

Part 4 Evaluation Procedures and Basis of Selection: 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 Certifications: includes the certifications to be provided; Part 6 6A, Standing Offer, and 6B, Resulting

Contract Clauses:

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

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

1.2 The Annexes include the Requirement, Working Documents - Basis of Payment, Financial Evaluation, Aboriginal Opportunities Consideration, Period Usage Reports - Standing Offer.

2. Summary

2.1 Request for a Regional Individual Standing Offer for the Department of National Defense Joint Task Force North (JTFN) Iqaluit, NU. to supply all Food Products, on an as and when requested basis in support of Canadian Armed Forces (CAF) activities, in the categories specified below. The required rations include but are not limited to: Meat, Poultry, Fish, Dairy Products, Eggs, Fruit and Vegetables (fresh and frozen), Bakery Products, Oils and Fats, Lards and Shortenings, Condiments, Miscellaneous Groceries and other Related Products, for a 2 (two) month period, estimated from July 31, 2014 to September 30, 2014.

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

2.3 This procurement is subject to the Nunavut Comprehensive Land Claims Agreement.

3. 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

1.1 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* <https://buyandsell.gc.ca/policy-and-guidelines/> 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).

1.2 The 2006 (2012-03-02) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

1.3 SACC Manual Clauses

B3000T (2006-06-16) Equivalent Products

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.

Once the Offer has been completed and submitted by facsimile or mail to the Bid Receiving Unit, a **COPY** of the Working document (Excel File) should be sent, by e-mail, to the following address:

WST.EDMFood@pwgsc.g
c.ca

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) 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 the Northwest Territories.

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 provide their offer in separately bound sections as

follows: Section I Financial Offer (1 hard copy) and (1 soft copy, excel file, by e-mail)

Section II Aboriginal Opportunities Consideration (1 hard copy)
Section III Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

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.

1.1 Section I Financial Offer

1.1.1 Offerors must submit their financial offer in accordance with the Annex "B", Working Document - Basis of Payment, and Annex "C" Financial Evaluation. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

1.1.2 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.

1.2 Section II Aboriginal Opportunities Consideration

1.2.1 This section should clearly demonstrate that you will utilize Nunavut citizens and businesses, in carrying out the work under this project.

1.2.2 Offerors completion of certification as per ANNEX "D" is optional, however once completed, certification must accompany Offer.

1.3 Section III Certifications

1.3.1 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;

(b) An evaluation team composed of representatives of Canada will evaluate the offers; and

(c) The evaluation team will determine first if there are three (3) or more offers with a valid Canadian Content certification. In that event, the evaluation process will be limited to the offers with the certification; otherwise, all offers will be evaluated.

If some of the offers with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive offers with a valid certification remain, the evaluation will continue among those offers with a valid certification. If all offers with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other offers received will be evaluated.

1.1 Mandatory Criteria

(a) Offerors must have the ability to perform the full scope of work as described in Annex "A" Requirement;

(b) Offerors must complete Annex "B" Working Documents - Basis of Payment in its entirety;

(c) Offerors must have the ability to provide unit pricing for a minimum of ninety percent (90%) of line items contained in eight (8) of the nine (9) product lists and a minimum of seventy percent (70%) of the line items contained in the remaining product list, identified in Annex "C" Financial Evaluation;

(d) Prior to issuance of a Standing Offer, a copy of the lowest Offeror's published price list in effect on Friday, June 15, 2012, will be requested by the Contracting Authority, for price verification purposes. The published price list must be submitted to the Contracting Authority within five (5) working days of the request. If the published price list is not received within the allowable time frame, the Offer will be considered non-compliant and no further consideration will be given; and

(e) As described in Annex "D" Aboriginal Opportunities Consideration, there is a potential for the evaluated Offer price, to be reduced by up to 3% (for evaluation purposes only). Although completion of the Aboriginal Opportunities Considerations is optional, once completed, the certifications must be submitted with the offer, to allow for any resulting reductions to be considered during the evaluation.

1.2 Financial Evaluation

1.2.1 The price of the offer will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax is excluded, F.O.B., destination, including all ecology fees, deposits, delivery, offloading and fuel charges, Canadian customs duties and excise tax included. **Additional surcharges will not be acceptable.**

1.2.2 The total overall Offer price will be calculated as follows:

(a) Each unit price will be multiplied by the applicable quantity for the individual line item to obtain an extended total line item price;

(b) **Unit prices must be in accordance with the Offeror's published price list in effect on Friday, June 15, 2012, plus the mark-up or less the discount if applicable.** Verification of the Offeror's prices will be made by the Contracting Authority prior to issuance of a Standing Offer. In the event there is a discrepancy between the list price before discount or mark-up and the published price list, the published price list will prevail and the Offeror's discount or mark-up will be applied to the price indicated in the published price list;

(c) In the event that an offeror does not provide a price for all line items, or provides a price for a substituted line item not duly incorporated in an amendment, or should a change made to a line item render the evaluation of like items impossible, PWGSC will for assessment purposes only, eliminate impacted line items from the evaluation process. Impacted line items must not exceed the percentage of allowable omissions as per Part 4, 1.1 Mandatory Criteria, (c). Should the number of impacted line items exceed the percentage of allowable omissions as per Part 4, 1.1 Mandatory Criteria, (c), the offer will be considered non-compliant and no further consideration will be given;

(d) The extended total line item prices will be added together to reach an evaluated total Offer price;
and

(e) In accordance with Annex "D" Aboriginal Opportunities Consideration, reductions (if applicable) would be applied.

1.3 SACC Manual Clauses

C9000T (2010-08-16) Pricing

2. Basis of Selection

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

2.2 Standing Offers

The RFSO will allow for the possibility of issuing one (1) Standing Offer.

PART 5 - CERTIFICATIONS

1. 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.

1.1 Certifications Precedent to Issuance of 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 requirements within that time period will render the offer non-responsive.

1.2 Federal Contractors Program for Employment Equity - Certification

1.2.1 Federal Contractors Program - \$200,000 or more

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.

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. 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.

1.3 Canadian Content Certification

1.3.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the good(s) offered are Canadian goods, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the offer will result in the good(s) offered being treated as non-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.

1.4 SACC Manual Clauses

A3050T (2010-01-11) Canadian Content Definition

PART 6 - STANDING OFFER AND RESULTING CONTRACT

CLAUSES A. STANDING OFFER

1. Offer

The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A".

2. 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.

2.1 General Conditions

2005 (2012-03-02) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

2.2 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 in Annex "E". 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 on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1st report: April 1 to June
30;
2nd report: July 1 to September
30;
3rd report: October 1 to December
31;
4th report: January 1 to March
31.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

3. Term of Standing Offer

3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from estimated from June 25, 2012 to June 24, 2013.

4. Authorities

4.1 Standing Offer

Authority

The Standing Offer Authority is:

Elizabeth Logan
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Western Region
ATB Place, North Tower
5th Floor - 10025 Jasper Avenue
Edmonton, Alberta T5J 1S6

Telephone : (780) 497-3956
Facsimile: (780) 497-3510
E-mail Address: ElizabethLogan@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 for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

4.2 Procurement

Authority

The Procurement Authority for the Standing Offer is: *(to be determined upon issuance of a Standing Offer)*

Name:
Title:

Organization:
Address:

Telephone:

Facsimile:

E-mail address:

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Standing Offer and resulting Call-up. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Call-up. The Offeror may discuss administrative matters identified in the Call-up with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the Standing Offer. Changes to the Standing Offer can only be made through a contract amendment issued by the Contracting Authority.

4.3 Offeror's Representative (to be completed by contractor)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____ - _____ - _____

Facsimile: _____ - _____ - _____

E-mail: _____

5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: *(to be determined upon issuance of a Standing Offer)*.

6. 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" or electronic document.

7. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$60,000.00 (Goods and Services Tax or Harmonized Sales Tax is included if and where applicable).

7.1 Minimum Individual Call-Up Limit

The majority of individual call-ups against this Standing Offer will total a minimum of \$200.00 (Goods and Services Tax included).

8. 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. 2005, (2014-06-26), General Conditions – Standing Offers – Good or Services;
- d. 2010A (2014-06-26), General Conditions Goods (Medium Complexity);
- e. Annex “A” – Requirement;
- f. Annex “B” – Working Document – Basis of Payment;
- g. Annex “C” – Financial Evaluation (for evaluation purposes only);
- h. Annex “D” – Aboriginal Opportunities Consideration;
- i. Annex “E” – Standing Offer Usage Report;
- j. Annex “F” – Camp Location Map;
- and
- k. The Offeror’s offer dated _____
- .

9. Certifications

9.1 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.

9.2 SACC Manual Clauses

M3000C (2006-08-15) Price
Lists
M3060C (2008-05-12) Canadian Content
Certification

10. 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 Alberta.

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

2010A (2014-06-26), General Conditions – Goods (Medium Complexity) apply to and form part of the Contract.

Section 16, Interest on Overdue Accounts, of 2010A (2014-06-26) General Conditions, Goods (Medium Complexity), will not apply to payments made by credit cards at point of sale.

2.2 SACC Manual Clauses

A9006C (2012-07-16) Defence
Contract
A9062C (2011-05-16) Canadian Forces Site
Regulations

3. Term of Contract

3.1 Period of the Contract

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

3.2 4. Payment

4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in the call-up. 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.

4.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16) Limitation of Price

4.3 Method of Payment

SACC Manual clause H1000C (2008-05-12) Single Payment.

4.4 Payment by Credit Card

The following credit card is accepted: _____

__ OR

The following credit cards are accepted: _____ and _____

__.

5. Invoicing Instructions

5.1 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.

5.2 Requirements Pertaining to Invoicing:

A bill of lading and a computerized invoice in three (3) copies, "one original and two copies", must be provided to the consignee at time of each delivery. Hand written invoices will not be accepted. The Consignee's delivery representative will verify with the Offeror's representative that all items shipped have been received using the bill of lading provided by the Offeror.

The Offeror must ensure that all invoices reflect the correct pricing in effect at time of ordering, in accordance with Annex "B".

Invoices must contain the following information:

Attn: Name of Requesting Units Chief Cook, and Rank
 Name of the Canadian Forces Field Unit
 Unit's Complete Mailing Address
 Unit area code and telephone number
 Standing Offer Number
 Exercise Name
 DND Purchasing Invoice Control Number
 Call-Up Number
 Supplier Invoice Control Number
 Delivery Date

6. SACC Manual Clauses

B2005C (2007-05-25) Fish – Quality Stamping
 B3003C (2007-05-25) Grades of Meat
 B7500C (2006-06-16) Excess Goods

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-4-37048

Buyer ID - Id de l'acheteur

edm017

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

W8484-158232

CCC No./N° CCC - FMS No/ N° VME

D0014C (2007-11-30) Delivery of Fresh Chilled or Frozen Products
D0018C (2007-11-30) Delivery and
Unloading D3004C (2007-11-30) Type of
Transport D3007C (2007-11-30) Inspection
and Stamping

D5311C (2007-11-30) Right of Access and Inspection of Meat
G1005C (2008-05-12) Insurance

ANNEX "A"

REQUIREMENT

1. Requirement

Request for a Regional Individual Standing Offer for the Department of National Defense Joint Task Force North (JTFN) Iqaluit, NU. to supply all Food Products, on an as and when requested basis in support of Canadian Armed Forces (CAF) activities, in the categories specified below. The required rations include but are not limited to: Meat, Poultry, Fish, Dairy Products, Eggs, Fruit and Vegetables (fresh and frozen), Bakery Products, Oils and Fats, Lards and Shortenings, Condiments, Miscellaneous Groceries and other Related Products.

2. Delivery Requirements

2.1 Regular Delivery (TO BE FILLED OUT BY OFFEROR)

For Regular orders, delivery will be made within ____ calendar days of acceptance of an order.

2.2 Emergency Delivery (TO BE FILLED OUT BY THE OFFEROR).

In the event that an Emergency Delivery is required, delivery will be made within ____ hours of acceptance of order.

2.3 Delivery (Window)

Delivery times are to be advised at time of ordering within non-peak hours only. Peak hours are defined as 8am, 12pm, 5pm +/- 1 hour.

2.4 Out of Area Delivery (OOAD)

Delivery to CF Units OOAD may be required on an infrequent basis, to support CF Operations, located away from the Iqaluit Personnel Accommodations Barracks (PAB). Extra freight costs will be added to the cost of the call-up at the time of order noting that Freight Extra costs will be pre-paid by the Supplier and all associated shipping charges shown as a separate line on the invoice. Copies of the supporting shipping receipts/invoices shall be provided to the call-up authority along with the Supplier's original invoice.

2.5 Pick-up of Orders

Suppliers must be able to facilitate the pickup of orders by Government of Canada vehicles at their premises, if and when required.

3 Confirmation of Availability

Supplier must acknowledge receipt of each Purchase Order and notify the ordering office within 24 hours of receipt all potential shortfalls, cancellations or of Non-deliverables. Non-deliverables shall be immediately brought to the attention of the Food Services Officer or designated representative. The Food Services Officer or designated representative will not accept back orders without prior approval.

Note: Discrepancies and Substitutions

Substitutions of any item(s) will be rejected unless prior authorization of the requesting Food Services Officer or designated representative has been received by the Offeror.

All packaging must include a "date of pack" or "best before date" clearly visible on each outer box or individual item.

3.1 Delivery of Products Not Meeting Quality Standards:

Any products not meeting the Quality Standard Requirement will be returned (opened or unopened) at the supplier's expense.

The Consignee will have the right to reject product at the time of delivery and the Supplier will remove unacceptable product (open or unopened) immediately at their expense.

Repeated and continuous shipment of products that fail to meet the Quality Standard Requirements may result in no further orders being placed under the Standing Offer.

3.2 Rejects and Shortfalls;

Upon notification of rejected item and shortages in quantity, the Supplier will replace all shorted and rejected items within twenty- four (24) hours.

Food Services Officers will have the right to perform Quality Assurance Inspections at the Suppliers' facilities, if required to facilitate timely delivery or unloading and loading of product at the delivery point.

4. Quality Standard Requirement**4.1 Inspection**

All products supplied and delivered must have all safety seals intact or the product will be rejected.

All products supplied and delivered must adhere to the following Acts and their relevant regulations:

(a) Agriculture & Agri-Foods Administrative Penalty Act

Canada Agriculture Products Act Canadian Food Agency Inspection Act

Fish Inspection Act

Meat Inspection Act

Consumer Packing and Handling Act (as it relates to Food)

Food and Drug Act (as it relates to Food)

(b) All products offered must be in accordance with the Canadian General Specification Boards (CGSB) Standards, and or Department of National Defense's (DND) Product Standards List (PSL) current editions available, as follows:

- i) A complete collection of The Canadian General Standards Board standards and specifications is available for viewing at Depository Libraries. For information on Depository Libraries in the Offeror's area, contact the Canadian General Standards Board Sales Unit at:

Canadian General Standards Board (CGSB) Gatineau, Canada
K1A 1G6, Telephone: 819-956-0425 or 1-800-665-2472
Fax: 819-956-5740

- ii) The Department of National Defense, Product Standards List (PSL) is available thru D Food Services 2, Telephone: 613 997 3886, NDHQ/D FOOD SVCS 2, 101 Col By Drive (LSTL), Ottawa, Ontario

(c) "Generic" or "No Name" products will not be accepted unless approved prior to shipping. Where a National Brand Name has been specified, suppliers will provide that product and pack size as requested unless a substitute has been approved prior to shipping.

(d) "Canada Choice" is the minimum acceptable grade for products falling under the grading guidelines.

(e) No substitute on the packaging, containers or sizes including case qualities will be accepted unless approved prior to shipping.

(f) Ground Beef

The following certification is required with each shipment of ground beef. Signed by authorized representative of supplier.

"Certified that fat content of this shipment, supplied in accordance with Standing Offer Agreement, has been analyzed and does not exceed 19% fat."

4.2 Quality Assurance

Any products not meeting the Quality Standard Requirement as listed below will be returned (opened or unopened) at the supplier's expense, therefore:

All meat and meat products, poultry and poultry products, will be processed in plants inspected under the Meat Inspection Act and Regulations.

All fish and fish products will be processed and delivered from plants inspected under the Fish Inspection Act and Regulations.

Frozen products are to be individually quick frozen (IQF) and delivered with an internal temperature of not greater than minus 18 degrees Celsius, and shall be delivered in refrigerated vehicles, show no evidence of deterioration, shall not have been frozen for longer than 90 days since the date of processing in the fresh state. The frozen products shall be maintained at -18°C or lower, The vehicle must act as the interim storage facility from the company premises to the point of destination or as closely as is reasonably possible to the standards required for Canada's Foodservice Industry (latest addition) and that of a well-operated commercial grocer.

Chilled products are to be delivered with an internal temperature of not greater than 4 degrees Celsius and not less than 1 degree Celsius. The delivery vehicle must act as the interim storage facility from the company premises to the point of destination or as closely as is reasonably possible to the standards required for Canada's Foodservice Industry (latest addition) and that of a well-operated commercial grocer.

Products to be supplied must be of recent production and have the latest production date available. The shelf life or best before date must be clearly marked in a conspicuous location and any conditions affecting the product shelf life must be clearly stated at the time of ordering.

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

Canadian General Standards Board and or Product Service List (CGSB/ PSL) specifications are to be complied with where specified.

Final inspection and acceptance of product will rest solely with the Consignee at the point of destination. All product supplied shall be free of signs of deterioration, spoilage, filth or damage by rodents or insects.

4.3 Fish - Quality Stamping (B2005C - 2007-05-25)

Fish must be processed and packed in an establishment approved by the Department of Fisheries and Oceans in accordance with the Fish Inspection Act, R.S., 1985, c. F-12, and Regulations, and must be identified as follows:

(a) Fresh fish must be identified by the words "Processed under Government Supervision" or "Canada Inspected" within a line drawing of a maple leaf marked on wrappers, inserts containers or master containers.

(b) Frozen fish must be identified by the words "Canada Inspected" within a line drawing of a maple leaf marked on the wrappers, or containers, or where practicable on the whole fish.

4.4 Bread and Bakery Products

Suppliers of Bread and Bakery products must be regularly inspected by the Canadian Food Inspection Agency or its Provincial / Territorial equivalent.

4.5 Dairy Products

- 1) Poly bags must be free from contamination.
- 2) All ice cream products must arrive at destination hard frozen

4.6 Packing Requirements- Eggs

Minimum bursting strength cardboard box, CDA approved and shall be wire strapped or taped with nylon tape "Scotch Brand" or equal.

4.7 Fresh Fruit and Vegetables

All fresh fruit and vegetables will meet delivery conditions and requirements as per CGSB 32.250M, current issue. Fruit and vegetables shall fully comply with the grade requirement and other provisions prescribed in the Canada Agriculture Product Act and the Fresh Food and Vegetable Regulations. The Fruit and vegetable shall be one variety or of the similar variety characteristic as established for the grade concerned in the Fresh Fruit and Vegetable Regulations. The fruit and vegetables shall be clean, sound free from mold, fresh and without evidence of moisture loss (wilted, shrivelled or soft), moisture or freezing damage or sunburn. The fruit and vegetables shall be practically free from foreign matter, discoloration, or damage caused by insects, worms, disease, decay, over maturity, hail, mechanical or other means. The fruit and vegetables shall be delivered at such a state of maturity and so packaged that they arrive at the destination in good condition and at the specified state of maturity. No produce shall be iced except broccoli, parsley and green onions.

4.8 Fruit- Quick Frozen

In addition to meeting the requirements CGSB Standard 32.254M Standard, current issue, frozen fruit shall comply with the relevant portion of the Food Drug Act and regulation, the Canada Agricultural Standards Act and Processed Fruit and Vegetable Regulations, (Not to exceed 16.6 kg per case)

4.9 Vegetables and Vegetable Products- Quick Frozen

In addition to meeting the requirements CGSB Standard 32.254M Standard, current issue, frozen vegetables and vegetable products shall comply with the relevant portion of the Food Drug Act and

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Regulation, the Canada Agricultural Products Standards Act and Processed Standards Act and Processed Fruit and Vegetable Regulations. (Not to exceed 13.3 kg per case)

4.10 Grades of Meat

If the grade of meat ordered is not available for delivery, the Contractor must supply a higher grade as a substitute, at no additional cost.

The minimum acceptable Grade for beef requirements is Grade AA. The minimum acceptable Grade for all other requirements is Grade "A".

4.11 Fresh Chilled or Frozen Products, Delivery of

Fresh chilled or frozen products must be delivered in accordance with Canadian Food Inspection Agency definitions, which stipulates: that **frozen products shall be maintained at -18°C or lower, and fresh chilled preserved products no higher than 4°C and no lower than 1°C until delivery.** All frozen or fresh chilled preserved products shall be delivered in refrigerated vehicles, show no evidence of deterioration, shall not have been frozen for longer than 90 days since the date of processing in the fresh state. The vehicle must act as the interim storage facility from the company premises to the point of destination or as closely as is reasonably possible to the standards required for Canada's Foodservice Industry (latest addition) and that of a well-operated commercial grocer.

4.12 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.

4.13 Right of Access and Inspection of Meat

After final processing has been completed at a federally inspected plant, the Contractor must not alter, process or repack any meat that has been inspected and approved by the Canadian Food Inspection Agency.

Without limiting any of Canada's rights of access or inspection included in the Contract, the Inspection Authority or its designated representative must have access to the storage and refrigeration areas on the Contractor's premises at any time during the performance of the Contract in order to inspect the packaging and, if applicable, any processing of the meat. The Contractor must provide all reasonable assistance to the Inspection Authority or its designated representative and any information the Inspection Authority or its designated representative may require concerning the preparation, packaging, and quality of the meat.

5.0 CODE OF PRACTICE - DELIVERY STANDARDS

1. Construction: The meat food component of the vehicle in addition to the balance of the vehicle shall be so designed and constructed of such materials that will afford adequate protection to the type of meat product being transported therein.
2. Maintenance: Such equipment must be maintained structurally so as to preclude the contamination of a meat product by unwanted, extraneous material such as dust, debris, insects, etc.
3. Sanitation: The equipment must be subject to such cleaning and sanitation procedures as will assure an environment that will preclude the exposure of meat products to elements and factors hostile to the integrity of the product.
4. Temperature: Temperature control mechanisms must be in place and be demonstrated as effective for their intended purpose. Refrigeration temperatures are required as follows:
 - a. Frozen Meat Products: An ambient temperature of the meat food carrying component must be such that it assures that the product will not be subjected to defrosting, keeping in mind the external temperature and the length of time that product will be in transit.
 - b. Fresh Meat Products: An ambient temperature of the meat food carrying component of the vehicle must be such that it assures that the product will not be subjected to the insult of the growth of disease producing bacteria or the lessening of product quality.

c. Transfer Depots: Clean and sanitary facilities must be provided where meat food products are transferred from one vehicle to another. The product must be protected from unwanted external influences such as weather, dust, flies, etc. Refrigerated storage facilities must be available where product is off-loaded and awaiting transfer to another vehicle. The equipment must provide temperatures that will meet the intent as set out in 4a and 4b.

NOTE: Refrigerated storage facilities must be available where product is off-loaded and awaiting transfer to another vehicle for furtherance to delivery location. The equipment must provide temperatures that will meet the intent as set out in the delivery / packaging requirements (Section 6.0 - Annex "A")

5. Shipper's Responsibilities: It shall be the responsibility of the shipper to assure that:

a. Meat food products are kept at correct refrigeration temperatures preparatory to loading on the vehicle for shipping.

b. Meat products are adequately wrapped or packaged against external contamination influences. Quarters and sides that are hung may be exempted if the balance of the cargo does not put them at risk.

c. Meat food products are not loaded on a vehicle that, by its condition or lack of sanitation or by the cargo contained therein, would put a meat food product at risk.

d. Where deficiencies are noted as in 5c, said deficiencies will be reported to the regulatory authority having jurisdiction for such matters.

6. Carrier's Responsibilities: It is the responsibility of the carrier to assure that his vehicle (s) act as the interim storage facility from the company premises to the point of destination or as closely as is reasonably possible to the standards required for Canada's Foodservice Industry (latest addition) and assure that:

a. His vehicle meet the guidelines as set out under the items covered under construction, maintenance, sanitation and temperatures.

b. The meat food products carried on the vehicle are protected during transit from other cargoes that may be carried at the same time.

c. His employees are provided with and utilize clean clothing when handling unwrapped meat food products.

d. His employees engaged in the transportation, handling and off loading of meat products are adequately trained and assume their responsibilities in the sanitary handling of such products.

e. Meat food products not adequately refrigerated, wrapped or packaged be refused as cargo.

f. Where deficiencies are noted, as in 6e, said deficiencies are to be reported to the regulatory authority having jurisdiction for such matters.

7. Prohibition: Fresh and frozen meat food products must not be carried in vehicles utilized in the transportation of live animals, pesticides, herbicides, or other toxic materials.

5.1 MEAT CODE OF PRACTICE FOR THE TRANSPORTATION OF MEAT PRODUCTS

-
1. The vehicles utilized for the transportation of meat products must be considered as an extension of the plant premises. As such, it is important that the environment it presents does not put at risk the integrity of the meat products contained therein. The vehicle must act as the interim storage facility from the plant to point of destination.
 2. The construction, maintenance, sanitation and refrigeration standards, in addition to handling practices must equate as closely as is reasonably possible, to the standards required of a well operated meat processing establishment.
 3. Competent regulatory personnel should be required to monitor this aspect of the meat processing chain and further, should be empowered to deny the use of unsatisfactory vehicles and to put under detention, pending further action meat products transported in unsatisfactory vehicles or which have subject to abuse, i.e. defrosting, contamination, etc. during transportation.

NOTE: Refrigerated storage facilities must be available where product is off-loaded and awaiting transfer to another vehicle for furtherance to delivery location. The equipment must provide temperatures that will meet the intent as set out in the delivery / packaging requirements (Section 6.0 - Annex "A")

6.0 DELVIERY / PACKAGING

6.1 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.

6.2 Type of Transport

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

All delivery 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 storage 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 premises to the point of destination. The construction, maintenance, sanitation and refrigeration standards must equate as closely as is reasonably possible to the standards required for Canada's Foodservice Industry (latest addition), CFIA transportation policy and that of a well-operated commercial grocery.

Fresh chilled or frozen products must be delivered in accordance with Canadian Food Inspection Agency definitions, which stipulates: that frozen products shall be maintained at -18°C or lower, and fresh chilled preserved products no higher than 4°C and no lower than 1°C until delivery. All frozen or fresh chilled preserved products shall be delivered in refrigerated vehicles, show no evidence of deterioration

6.3 Packaging

Unless otherwise arranged at time of ordering, all orders will be palletized and wrapped. Ensuring that

there are no conditions that would allow potential cross contamination between food products and the non-food products where both food and non-food products are transported together. Contractor must also ensure packaging remains intact, free from filth, spoilage, dents, swelling, leakage, pest-infestation and transported within the temperature guidelines as set forth in both the Food Safety Code of Practice booklet and IAW CFIA guidelines.

Pork, lamb and veal: Master carton to contain no more than 22 kg (50 lbs).

Returnable pallets or shipping containers will be picked up by Suppliers when empty

6.4 Year of Pack and Marking

All packaging must include a "date of pack" or "best before date" clearly visible on each outer box or individual item, as well they each food package shall contain only the current season's crop of the country of origin. Each packing case shall be marked on one end with the month and year of packing in letters one half to one inch in height.

7.0 Performance Standards

High quality product as defined in Canadian Government Specifications Board and or Product Standards List (CGSB / PSL) specifications and contained in call-ups (Public Works and Government Services Canada (PWGSC) 942 or Departmental alternate form), will be required during the period of this Standing Offer. Failure to provide the level of quality as defined herein more than twice in one month, will result in PWGSC not authorizing further call ups against the proposed Standing Offer.

Initial notice of failure to provide the level of service required will be verbal, confirmed in writing; second written notification will result in no further call ups against the proposed Standing Offer.

5. QUALITY ASSURANCE

5.1 All products must be of recent production and have the latest production date available, the shelf life or best before date must be clearly indicated in a conspicuous location, consistent with criteria detailed in Section 4.2 above, and any conditions affecting the product shelf life must be clearly stated at the time of ordering.

5.2 The Canadian General Standards Board Specifications, most current edition, will be used as a reference for quality control.

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

5.4 DND representatives may perform quality assurance inspections at the Offeror's facilities as required.

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**Attachment No. 1 to Annex
"A"**

PARTIAL LIST – CANADIAN GOVERNMENT STANDARDS BOARD

SPECIFICATIONS Products to comply with CGSB:

1. Specification – 32.5M - Wheat Flour
2. Specification – 32.6M - Flours, Specialty
3. Specification – 32.9M - Cake Mixes, Prepared, Complete
4. Specification – 32.11M - Pancake and Waffle Mixes
5. Specification – 32.13M - Cereals, Breakfast, Prepared, Ready-to-eat.
6. Specification – 32.14M - Cereal, Rolled Oats
7. Specification – 32.15M - Cereal, Wheat, Uncooked
8. Specification – 32.16M - Pasta Products, Macaroni, Spaghetini, Spaghetti, Vermicelli, Lasagna, Noodles
9. Specification – 32.17M - Rice, Brown, Milled, Parboiled or Precooked
10. Specification – 32.75M - Shortening
11. Specification – 32.76M - Vegetable Oil
12. Specification – 32.77M - Lard
13. Specification – 32.78M - Margarine
14. Specification – 32.110M – Coffee, Roasted and Ground
15. Specification – 32.113M – Coffee, Instant

-
16. Specification – 32.143M – Canned Fish
 17. Specification – 32.166M – Milk, Condensed or Evaporated
 18. Specification – 32.168M – Milk, Powder
 19. Specification – 32.172M – Cheese, and Cheese Products
 20. Specification – 32.184M – Eggs, Shell
 21. Specification – 32.208M – Maple-Flavoured Syrup
 22. Specification – 32.211M – Molasses
 23. Specification – 32.212M – Chocolate
 24. Specification – 32.234M – Canned Pie Fillings
 25. Specification – 32.236M – Jams, Jellies, Marmalades and Cranberry Sauce
 26. Specification – 32.237M – Peanut Butter
 27. Specification – 32.250M – Fruits and Vegetables, Fresh
 28. Specification – 32.252M – Vegetables, Dehydrated
 29. Specification – 32.253M – Canned Fruits or Vegetables and Canned or Refrigerated Juices
 30. Specification – 32.254M – Fruit, Vegetables and Juices, Frozen
 31. Specification – 32.258M – Tomato Catsup

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32. Specification – 32.262M – Peas and Beans,
Dried

33. Specification – 32.276M – Dried
Fruit

34. Specification – 32.281M – Dehydrated Soup Mixes, Instant and
Simmer

35. Specification – 32.283M – Beverage Powders,
Fruit-Flavoured

Note: Canadian General Standards Board (CGSB) Standards are
available from : CGSB

Canadian General Standards Board
Gatineau, Canada
K1A 1G6

Telephone: 819-956-0425 or 1-800-665-2472
Facsimile: 819-956-5740

A complete collection of The Canadian General Standards Board standards and specifications is also available for viewing at Depository Libraries. For information on Depository Libraries in the Offeror's area, contact the Canadian General Standards Board Sales Unit.

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**Attachment No. 3 to Annex
"A" GROUND BEEF
CERTIFICATION**

The certification below, must be duly signed by the authorized representative of the Offeror and accompany all shipments of ground beef.

"Certified that fat content of this shipment of ground beef, supplied in accordance with Standing Offer Agreement, has been analyzed and does not exceed 19% fat."

Name of Authorized Representative

Signature of Authorized Representative

Date

**ANNEX
"B"
WORKING DOCUMENTS – BASIS OF
PAYMENT**

Period of Standing Offer: Estimated from July 31, 2014 to September 30, 2014.

The unit prices must be in accordance with the Offeror's published price list in effect at time of call-up, (plus or minus the mark-up or discount), be in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, and are F.O.B. destination, including all ecology fees, deposits, delivery, offloading and fuel charges, Canadian customs duties and excise tax are also included. Additional surcharges will not be acceptable.

If and where applicable, G.S.T. / H.S.T. will be added as a separate line item on any resulting invoices.

Offerors are to provide an auditable fixed pricing formula for the period of the Standing Offer.

Such a

formula will be based on price lists currently maintained and regularly updated by the Supplier and must, for auditing purposes, be accurately named and described.

**PRICING
FORMULA:**

Your Price List Name/Description: _____

A. Less a discount of _____%, (considered to be 0% if not completed) OR

B. Plus a mark-up of _____%, (considered to be 0% if not completed)

The discount/mark-up will remain firm for the period of the Standing Offer, including all option periods if exercised.

Special

Offers:

In addition to the above pricing arrangement, special offering due to year end or surplus manufacturing runs, special job lots, sales, etc., are to be made available as they occur if of lessor cost than under the above pricing arrangement.

Charges for Lost or Damaged

Goods:

The Procurement Authority will reimburse the Offeror for all lost or damaged milk crates, bread racks and serialized pallets at the end of the Standing Offer period. The Offeror will provide the Procurement Authority with a count of all crates, racks and pallets at the time of each delivery. The Procurement Authority will provide the Offeror with a count of all returns. **The rates for these items will remain firm for the period of the Standing Offer, including all option periods if exercised,** and will be invoiced separately over and above the cost of the food as follows:

1. Firm \$ _____ per serialized pallet (considered to be \$0.00 if not completed) _____

2. Firm \$ _____ per milk crate (considered to be \$0.00 if not completed) _____

3. Firm \$ _____ per bread rack (considered to be \$0.00 if not completed) _____

**ANNEX "C" FINANCIAL
EVALUATION
(For evaluation purposes
only)**

Please see attached pdf and Excel file – entitled – Annex "C", Financial Evaluation (for evaluation purposes only), which includes the following:

- a) Meat, Fish and Poultry
- b) Frozen Products
- c) Fresh Fruits and Vegetables
- d) Dairy and Milk
- e) Spices and Seasoning
- f) Bread, Cereal and Pasta

- g) Miscellaneous Groceries

- h) Baking Products

- i) Non-Food Items

Offerors must complete unit pricing identified in the attached excel file, for a minimum of ninety percent (90%) of line items contained in eight (8) of the nine (9) product lists and a minimum of seventy percent (70%) of the line items contained in the remaining product list, and ensure that the document has been properly completed and contains all required information.

Unit prices shall be in accordance with the Offeror's published price list in effect on Friday, June 15, 2012, be in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, and are F.O.B. destination, including all ecology fees, deposits, delivery, offloading and fuel charges, Canadian customs duties and excise tax are also included. Additional surcharges will not be acceptable.

The estimated usages provided in the Excel File, entitled Annex "C", Financial Evaluation, are for the sole purpose of establishing an evaluation tool, based only on a best estimate and in no way reflects the actual usage's expected or any commitment on the part of the Crown.

**ANNEX
"D"**

**ABORIGINAL OPPORTUNITIES
CONSIDERATION**

The following additional percent reduction for aboriginal benefits allows the Offeror to provide a commitment of content for the following Comprehensive Land Claims Agreements that they can support.

The following certifications are optional, however if the Offeror is able to provide a commitment of Aboriginal content, the completed certifications must be submitted with the Offer, to allow for inclusion in the evaluation process.

The Offeror has the ability to receive evaluation deductions for their offer by meeting the aboriginal requirement. **FOR EVALUATION PURPOSES ONLY**, a reduction of up to 3% will be taken from the total evaluated offer price based on the provision of proof that your organization meets the aboriginal benefit criteria shown below. (In other words, your bid will, for evaluation purposes only, be deemed to cost the Government of Canada up to 3% less than your total evaluated offer price.)

In addition, the Offeror must provide a list of names of the persons and / or business to be utilized for each Comprehensive Land Claims Agreement the Bidder can support.

NUNAVUT COMPREHENSIVE LAND CLAIM AGREEMENT

Nunavut Opportunities Consideration	Percent Reduction	Yes	No
Training: Offeror has provided an undertaking of a commitment, with respect to on-the-job training and apprenticeship programs for Nunavut citizens, associated with the Standing Offer.	0.5%		
Nunavut Recruitment Programs: Included a commitment to use Nunavut employment content in carrying out the work	0.5%		

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(attach additional page if necessary)

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ANNEX "E"
PERIODIC USAGE REPORTS – STANDING OFFER
INSTRUCTIONS FOR SUBMISSION OF STANDING OFFER USAGE
DATA

Please e-mail the usage information, for Standing Offer W8484-158232, for Department of National Defence, to the following address: WST-PA-EDM@pwgsc-tpsgc.gc.ca.

Please use the Standing Offer number in the Subject line and clearly indicate:

- The standing offer number for which the data is submitted;
- The period for which the data has been accumulated (start date to end date);
- The Department with whom the standing offer was arranged;
- The start date and end date for the standing offer; and
- The total spend to date, by government department. (Add lines as necessary)

STANDING OFFER W8484-158232

Start Date of SO

(2014-07-31)

End Date of SO

(2014-09-30)

Total Value to Date (\$)	Total Value for Reporting Period (\$)	Start Reporting Period DD/MM/YYYY	End Reporting Period (DD/MM/YYYY)
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Order Number	Item Description	Part Number (if Applicable)	Item	Unit of Measure (each, litre, etc..)	Date or Order	Date of Delivery	Value of Order (not including GST or Delivery)

Solicitation No. - N° de l'invitation

W8484-158232/A

Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-4-37048

Buyer ID - Id de l'acheteur

edm017

CCC No./N° CCC - FMS No/ N° VME

W8484-158232
