

An advanced contract award notice (ACAN) is a public notice indicating to the supplier community that a department or agency intends to award a contract for goods, services or construction to a pre-identified supplier, thereby allowing other suppliers to signal their interest in bidding, by submitting a statement of capabilities. If no supplier submits a statement of capabilities that meet the requirements set out in the ACAN, on or before the closing date and time stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

1. Definition of requirement:

The Correctional Service Canada (CSC) has a requirement to provide food services for the students enrolled in the Correctional Training Program (CTP) at Laval College. The work will involve the following:

1.1 Objectives:

To provide food services for the students enrolled in the CTP at Laval College.

1.2 Tasks:

1.2.1 The Contractor must provide the following core dining services:

Meals for students enrolled in the CTP for nine (9) weeks. The menus must follow Canada's Food Guide and include healthy meals.

One (1) training session will take place during the contract period and another one might be added. Each session last nine (9) weeks, with a maximum enrolment of twenty-four (24) students:

- Some recruits stay in accommodations during the week and on the weekends and must receive three (3) meals per day (breakfast, lunch, dinner).
- Some recruits stay in accommodations during the week only and must receive three (3) meals per day (breakfast, lunch, dinner) from Monday to Thursday and two (2) meals per day (breakfast, lunch) on Friday.
- Some recruits do not stay in accommodations and must receive one (1) meal per day (lunch) during the week only.

1.2 Expected results:

To provide food services for the students enrolled in the CTP at Laval College.

1.4 Constraints:

1.4.1 Location of work:

a. The Contractor must perform the work at CSC's Laval College.

b. Travel

- i. Travel to the following locations will be required for performance of the work under this contract:

**Collège de Laval
5500 boulevard Lévesque Est, ville de Laval, QC**

There are no travel and living expenses associated with the Contract.

1.4.2 Language of Work:

The contractor must perform all work in French.

1.4.3 Security Requirements:

NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution / site as and where required by Correctional Service Canada personnel or those authorized by CSC to do so on its behalf.

Contractor personnel shall submit to a Canadian Police Information Centre (CPIC) verification of identity / information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution / site. CSC reserves the right to deny access to any institution / site or part thereof of any Contractor personnel, at any time.

2. Minimum essential requirements:

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements:

- A. The supplier must have a minimum of two (2) years of experience in the provision of food services in an institutional setting within the past four (4) years.
- B. The Site or Kitchen Manager must have a minimum of three (3) years of experience as a Site or Kitchen Manager in an institutional setting, acquired within the past five (5) years.

3. Applicability of the trade agreement (s) to the procurement

This procurement is not subject to any trade agreement.

4. Set-aside under the Procurement Strategy for Aboriginal Business

This procurement is not subject to any set-asides for Aboriginal Suppliers.

5. Comprehensive Land Claims Agreement (s)

This procurement is not subject to a Comprehensive Land Claims Agreement.

6. Justification for the Pre-Identified Supplier

The Contractor is currently the only one known to be able to offer this type of services at the Laval's College.

7. Government Contracts Regulations Exception(s)

The following exception to the Government Contracts Regulations is invoked for this procurement under subsection:

- (d) only one person is capable of performing the contract.

8. Exclusions and/or Limited Tendering Reasons

This procurement is not subject to any trade agreement.

9. Ownership of Intellectual Property

Ownership of any foreground intellectual property arising out of the proposed contract will vest with the Contractor.

10. The period of the proposed contract or the delivery date(s)

The proposed contract is for a period of one (1) year, from 08-September-2014 to 07-September-2015.

11. A cost estimate of the proposed contract

The estimated value of the contract is \$59,421.60, (GST/HST and QST extra).

12. Name and address of the pre-identified supplier

Name: Les Cuisiniers Passionnés
Address: 245 chemin Grande-Côte, Rosemère, QC, J7A 1H8

13. Suppliers' right to submit a statement of capabilities

Suppliers who consider themselves fully qualified and available to provide the goods, services or construction services described in the ACAN, may submit a statement of capabilities in writing to the contact person identified in this notice on or before the closing date and time of this notice. This statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

14. The closing date and time for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is 04-September-2014 at 09:00 am EDT.

15. Enquiries and submission of statement of capabilities

Enquiries and statement of capabilities are to be directed to:

Guillaume Gagnon, Procurement Officer
340 Laurier Avenue West, Ottawa, ON, K1A 0P9
Telephone: 613-992-6454
Facsimile: 613-992-1217
E-mail: Guillaume.Gagnon@csc-scc.gc.ca