

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095

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 Facilities Rental	
Solicitation No. - N° de l'invitation W3027-155016/A	Date 2015-03-19
Client Reference No. - N° de référence du client W3027-155016	
GETS Reference No. - N° de référence de SEAG PW-\$TOR-009-6819	
File No. - N° de dossier TOR-4-37181 (009)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-04-07	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Boulet, Kieta	Buyer Id - Id de l'acheteur tor009
Telephone No. - N° de téléphone (905) 615-2078 ()	FAX No. - N° de FAX (905) 615-2060
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE Attn: WO J C Taylor 701 Oxford St E London Ontario N5Y4T7 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
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Solicitation No. - N° de l'invitation

W3027-155016/A

Amd. No. - N° de la modif.

File No. - N° du dossier

TOR-4-37181

Buyer ID - Id de l'acheteur

tor009

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

W3027-155016

CCC No./N° CCC - FMS No/ N° VME

SEE ATTACHED

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PART 1 - GENERAL INFORMATION

1.1 Statement of Work

The Work to be performed is detailed under Article 6.2. Statement of Work of the resulting contract clauses.

1.2 Debriefings

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 from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

2.1 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 Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-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 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 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.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 7 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.4 Applicable Laws

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

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

3.1 Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and 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 Applicable Taxes must be shown separately.

3.1.1 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 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.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

#	Mandatory Criteria
M1	The bidder must provide the address of their proposed facility. The proposed facility must be located in London, Ontario.
M2	The bidder must provide documentation outlining the number of single occupancy rooms available.
M3	The bidder must provide documentation that outlines the size and capacity of the following proposed rooms: <ul style="list-style-type: none">- 2 gymnasiums- theatre room- cafeteria- reception room- classrooms The Contracting Authority / Project Authority reserves the right to inspect the facility to confirm that information provided is accurate.
M4	The bidder must provide a proposed menu for all required days for the period of the contract that includes: <ul style="list-style-type: none">- Breakfast;- Lunch;- Bagged lunches, and;- Supper The proposed menu must meet the Standards outlined in Annex A - Appendix 1

4.1.2 Financial Evaluation

4.1.2.1 The Bidder must submit with its bid, pricing in accordance with Annex B - Basis of Payment, in Canadian Funds.

4.1.2.2 Bids will be evaluated based on the prices detailed in Annex B - Basis of Payment. The prices detailed in Annex B - Basis of Payment will be input into Annex C - Financial Evaluation for price evaluation purposes.

4.1.2.3 The price used in the evaluation will be the aggregate of the firm unit prices times the estimated usage for; accommodations, meals, gymnasiums/rooms, and parking in accordance with Annex C, Financial Evaluation.

4.1.2.4 SACC Manual Clauses

A0220T (2013-04-25), Evaluation of Price

4.2 Basis of Selection

4.2.1 A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria 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 and associated information to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

5.1 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 inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

5.1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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) available from Employment and Social Development Canada (ESDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

6.1.1 There is no security requirement applicable to this Contract.

6.2 Statement of Work

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

6.3 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 Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010C (2014-09-25), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from May 8, 2015 to May 10, 2015 inclusive.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Kieta Boulet
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 33 City Centre Drive, Suite 480C
Mississauga, ON L5B 2N5

Telephone: 905 615-2078
Facsimile: 905 615-2060
E-mail address: Kieta.Boulet@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.

6.5.2 Project Authority (To be inserted at contract award)

The Project Authority for the Contract is:

Name: _____
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.

6.5.3 Contractor's Representative (To be filled in by the bidder)

Nom : _____
Title : _____

Telephone : ____ _
Facsimile: ____ _
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

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 \$_____ (amount to be inserted at contract award). Customs duties are included and Applicable Taxes are extra.

6.6.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and Applicable Taxes are extra.
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.

6.6.3 Single Payment

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

6.7 Invoicing Instructions

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.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications

6.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, or if 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.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____.

6.10 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 (2014-09-25) - Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B Basis of Payment;
- (e) the Contractor's bid dated _____.

6.11 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

ANNEX A

STATEMENT OF WORK

1. The Department of National Defence - Regional Cadet Support Unit (RCSU) Central Detachment London will be hosting the Western Ontario Area (WOA) Band and Drill Competition 8 - 10 May 2015 in London, Ontario. Gymnasiums, accommodations and meals are required for the Competition. There will be approximately 800 cadets and staff involved with the Competition.

2. The mandatory requirements are as follows:

- a. Accommodations, Meals and Facilities described herein must be located in London, Ontario from Friday May 8, 2015 to Sunday May 10, 2015.
- b. Accommodations must be available for approximately 325 personnel 6:00 pm Fri, 8 May 2015 and approximately 400 personnel Sat, 9 May 2015. Single occupancy (one person per room) is required, with shared bathroom facilities.

Accommodations must include the following as a minimum: bed linens, housekeeping, towels with each room

- c. Meals must be provided buffet style.

Meals comprising of breakfast, lunch and dinner, or any combination of meals as requested, must be in accordance with the Canada Food Guide. The meals must be of high nutritional value, which will ensure that service members' and/or cadets undergoing training in the contractor's geographical area of responsibility, receive the necessary vitamins and calories required to perform a high level of physical and mental activity.

The contractor must conform to the meal standards specified in Appendix 1.

The contractor must, except as otherwise stipulated, provide, as a minimum, all equipment necessary, for the fulfillment of the contractor's responsibilities including, without limitation: hot-food holding equipment; glassware; dinnerware; cutlery; utensils; and small ware (of disposable nature) for event site. RCSU Detachment London is reliant on the contractor's experience and skill in determining the suitability of such equipment for the provision of safe, efficient, and esthetically pleasing food handling and serving. The contractor is responsible to ensure that all equipment is kept in a neat, clean, and sanitary condition at all times.

Dates and quantities as per Appendix 1.

Between each meal, cadets must have access to the remaining fruit and juice from the meals

- d. The meal hours must be as follows:

Breakfast : 0600 - 0900 hrs

Lunch : 1100 - 1300 hrs

Supper : 1600 - 1800 hrs

Bagged Lunch: Duty staff will pick up at approximately 4:00 PM on May 8 and 9, 2015

- e. The Cafeteria space must seat 200-350 personnel to dine per sitting. Cafeteria must provide flexible meal hours commencing 6:00 AM 9 May to 1:00 PM 10 May 2015 and be located within the residence building or be within 500m of the residence building, to conveniently feed up to 800 personnel per meal;

-
- f. The Contractor must provide suitable garbage and refuse containers throughout all area's and be responsible for all garbage removal costs and fees connected with the service.
- g. The Contractor must provide one (1) gymnasium that is a minimum 110' x 135' with a divider wall. The gymnasium must be located a maximum of 500m from residence building. and be available from
- The gymnasium must be available from 6:00 am May 9, 2015 to 12:00 pm May 10, 2015.
 - The gymnasium must have theatre style spectator seating for a minimum of 500 people.
 - The gymnasium must have hard surface floors.
- h. The Contractor must provide one (1) gymnasium that is a minimum 68' x 100'. The gymnasium must be within 500M of the other gymnasium provided as per g. above.
- The gymnasium must be available from 6:00 am May 9, 2015 to 12:00 pm May 10, 2015
 - The gymnasium must be located in an area to ensure sound levels from the band competition will not interfere with concurrent drill activities occurring in the other gymnasium
 - The gymnasium must have spectator seating available for a minimum of 200 people.
 - The gymnasium must have hard surface floors.
- i. The Contractor must provide one (1) large theatre room with a minimum capacity of 250 people. The theatre room must include A/V to show DVD movies for the full capacity of people to view. The room must be available from 8:00 am May 9 to 12:00 pm May 10, 2015.
- The theatre room must be within 500 M of the residence building
- j. The Contractor must provide one (1) room approximately 30' x 30' located in the residence building for use as reception area. The room must be equipped with a fridge and coffee maker including coffee, condiments and cups for 15 people for use.
- The room must be available from 1:00 pm May 8, 2015 to 1:00 pm May 10, 2015.
- k. The Contractor must provide one (1) classroom in close proximity (within 50 M) of each gymnasiums from 6:00 AM 9 May to 4:00 PM 10 May 2015 inclusive.
- l. The Contractor must provide restricted access to the gymnasiums and accommodations for individuals not involved in the Band and Drill Competition.
- m. The Contractor must provide a suitable parking area and easy access for loading and unloading of personnel from commercial coaches (approximately 30 buses).
- n. The Contractor must provide parking passes for 30 personnel (staff members of DND) from May 8, 2015 to May 10, 2015 inclusive.
3. The Contractor must provide the Project Authority information regarding the following:
- Cost for daytime visitor parking 7:00 AM 9 May to 2:00 PM 10 May 2015 and/or indicate area for free weekend parking
4. The Contractor will be provided a loosely finalized amount of people at Contract award, with the finalized amount provided no later than May 1, 2015.
- The loosely finalized amount will be within 5% to 7% of the finalized amount.

Annex A - Appendix 1
Approximate Room and Meal Numbers

Date	Day of Week	Rooms	Breakfast	Lunch	Bagged Lunches	Supper
8 May 15	Friday	325	N/A	N/A	15	N/A
9 May 15	Saturday	400	325	800	15	580
10 May 15	Sunday	N/A	400	N/A	290	N/A

MEAL REQUIREMENTS

The Contractor must provide the following for each person, for each meal as outlined below:

1. Breakfast

- a. Citrus Fruit and/or fruit/vegetable juice
- b. Cereal, one cooked and/or two ready-to-eat
- c. Eggs. All the following options must be available: scrambled, fried and omelette style
- d. Breakfast entrée (e.g. Pancakes)
- e. Two kinds of breakfast meat plus cheese or yogurt
- f. One kind of vegetable (e.g. baked beans, fried potato)
- g. Two kinds of bread products with accompaniments
- h. At least two hot and two cold beverages including milk

2. Lunch/Supper

- a. Soup
- b. 2 freshly prepared hot protein dishes with appropriate, accompaniments and least 1 is to be solid meat, fish or poultry (e.g. roast, cutlet, steak, chop, fillet, chicken breast). Second choice can be a starch choice such as pasta or casserole (e.g. Lasagna, Sheppard's Pie or stew).
- c. 1 of the choices must not be fried
- d. 2 other cooked vegetables
- e. Selection of salads as per the Salad Bar Menu (below)
- f. 2 prepared dessert item, two fresh fruit choices and /or yogurt
- g. Bread and /or rolls
- h. At least two hot and two cold beverages including milk

3. Salad Bar

Each lunch and supper must have a salad bar choice and offer the following as a minimum:

- a. Green Salad - Vary mixture from meal to meal. Ingredients may include lettuce, fresh spinach, slices radishes, onion rings, sliced cucumber, tomato wedges, diced green peppers, etc. Salad dressings are to be served separately.

The Contractor may provide additional salad bar choices that include but are not limited to the following:

- a. Coleslaw - vary mixture from meal to meal by changing ingredients added to cabbage such as raisins, apples, carrots, etc.
- b. Vegetables - Radishes, green onions, celery sticks, carrot sticks, turnip sticks, sliced cucumber, tomato wedges, mushrooms, sliced zucchini or chilled canned tomatoes, etc. Four selections are to be made available.

4. Gluten Free Option

All meals must have at least one option that is gluten free, available upon request.

Bagged Lunch – Suggested Menu Choices

MENU 1

Italian Style Submarine 12"	285 g
Fruit juice (100% pure)	2 x 200 ml
Fresh Fruit	one piece
Brownies	120 g
Dry Raisins	21 g
Napkin	1 each

MENU 2

Two sandwiches, white or whole wheat bread and offer a meat and salad filling option	150 g sliced meat and 125 g salad
Fruit juice (100% pure)	2 x 200 ml
Fresh Fruit	One piece
Carmel Strudel	120 g
Dry Raisins	21 g
Napkins	1 each

MENU 3

Vegetarian Ciabatta	250 g
Fruit juice (100% pure)	2 x 200 ml
Fresh Fruit	One piece
Chocolate cookies	110 g
Dry Raisins	21 g
Napkins	1 each

Standard Portion Sizes

The Contractor must provide the meal requirements listed above based on the following Standard Portion Sizes:

1. Breakfast

Eggs, large	2 each
Ham/Back Bacon	50 g (raw)
Bacon	3 slices (40/48 slices per Kg raw)
Sausages	2 each (12/500 g raw)
Hot cakes	2 X 100 ml ladles of batter
French Toast	2 slices
Cereal w/milk	hot 200 ml (cooked) plus 125 ml of milk
	cold Indiv pkg or 250 ml plus 125 ml of milk
Cheese	35 g
Muffin	1 each (150 g)
Bagel	1 each (125 g)
Croissants	1 each (70 g)
Toast	2 slices (each 40 g)

2. Lunch and Supper

Soup	250 ml
Steaks and chops (bone in)	300 g (raw)
Chicken pieces (bone-in)	300 g (raw)
Steak (boneless)	260 g (raw)
Boneless meal/poultry	175 g (cooked) (200 g raw)
Fish (steaks, fillet)	175 g (raw)
Fish (battered)	175 g (cooked)
Stews	350g (cooked) (250 ml ladle)
Casserole dishes	350 g (cooked) (250 ml ladle)
Pasta w/sauce (main entrée)	175 g of pasta, 200 ml of sauce
Three-decker sandwich 1 each	150 g of meat total
Hamburger 1 each	190 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	150 g
Sandwich: Sandwich fillings – Sandwich fillings –	1 each salad 125 g sliced meat 150 g
Submarine	(15 cm long) 1 each (150 g sliced meat or 125 g mixed filling)
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/Slice Fruits	125 ml or 90 g
Pudding & Jello	125 ml
Icecream	125 ml
Fruit yogurt	175 ml
Cake	1 piece (5 cm x 5 cm x 7 cm)
Pie	1 piece (1/8 of 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

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tor009
CCC No./N° CCC - FMS No./N° VME

3. Beverages

Juice - 100% pure	250 ml
Milk (2%, 1%, skim, choc, non dairy)	250 ml
Fruit Drinks	250 ml
Hot Beverages	250 ml

ANNEX B BASIS OF PAYMENT

The Contractor will be paid in accordance with the firm all inclusive rates outlined below. Pricing includes but is not limited to - delivery, supply/rental, installation, labour costs, removal of equipment, any travel costs, any costs to subcontractors, and any other expenses due to the fulfillment of the Contract.

Pricing is for the full period of the contract and does not include GST/HST.

1. Accommodations

Description	Firm All Inclusive Unit Price Per Room
Single Occupancy Room - 8 May 2015	\$
Single Occupancy Room - 9 May 2015	\$

2. Meals

Description	Firm All Inclusive Unit Price Per Meal
Breakfast	\$
Lunch	\$
Supper	\$
Bagged Lunch	\$

3. Gymnasiums/Rooms

Description	Firm All Inclusive Price Per Room for the entire length required
Gymnasium (minimum 110' x 135') 6:00 am May 9, 2015 to 12:00 pm May 10, 2015	\$
Gymnasium (minimum 68' x 100') 6:00 am May 9, 2015 to 12:00 pm May 10, 2015	\$
Theatre - including AV	\$
Cafeteria	\$
Reception Area Room 1:00 pm May 8, 2015 to 1:00 pm May 10, 2015	\$
Classroom 6:00 am May 9, 2015 to 4:00 pm May 10, 2015	\$

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4. Parking

Description	Quantity	Firm Unit Price	Firm Extended Price
Parking Pass - May 8, 2015	30	\$	\$
Parking Pass - May 9, 2015	30	\$	\$
Parking Pass - May 10, 2015	30	\$	\$

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ANNEX C

FINANCIAL EVALUATION

For evaluation purposes, a bid price analysis will be performed using firm unit prices from Annex B - Basis of payment and estimated quantities. The estimated quantities are used as a guideline for evaluation purposes and are not a guarantee of actual usage.

1. Accommodations

Description	Estimated Quantity	Firm All Inclusive Unit Price Per Room	Extended Price
Single Occupancy Room - May 8, 2015	325	\$	\$
Single Occupancy Room - May 9, 2015	400	\$	\$

Evaluated Cost - Accommodations \$ _____

2. Meals

Description	Estimated Quantity	Firm All Inclusive Unit Price Per Meal	Extended Price
Breakfast	725	\$	\$
Lunch	800	\$	\$
Supper	580	\$	\$
Bagged Lunch	320	\$	\$

Evaluated Cost - Meals \$ _____

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File No. - N° du dossier
TOR-4-37181

Buyer ID - Id de l'acheteur
tor009
CCC No./N° CCC - FMS No./N° VME

3. Gymnasiums/Rooms

Description	Firm All Inclusive Price Per Room for the entire length required
Gymnasium (minimum 110 x 135) 6:00 am May 9, 2015 to 12:00 pm May 10, 2015	\$
Gymnasium (minimum 68 x 100) 6:00 am May 9, 2015 to 12:00 pm May 10, 2015	\$
Theatre - including AV	\$
Cafeteria	\$
Reception Area Room 1:00 pm May 8, 2015 to 1:00 pm May 10, 2015	\$
Classrooms 6:00 am May 9, 2015 to 4:00 pm May 10, 2015	\$

Evaluated Cost - Gymnasiums/Rooms \$ _____

4. Parking

Description	Quantity	Firm Unit Price	Firm Extended Price
Parking Pass - May 8 2015	30	\$	\$
Parking Pass - May 9 2015	30	\$	\$
Parking Pass - May 10 2015	30	\$	\$

Evaluated Cost - Parking \$ _____

Total Evaluated Cost\$ _____
Accommodations + Meals +
Gymnasiums/Rooms + Parking