

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
Place Bonaventure
South-East Portal, Suite 7300
800 de la Gauchetière Street West
Montreal
Montreal
Quebec
H5A 1L6

**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
Food Supply, Montreal/Alimentation, Montréal
Place Bonaventure,
South-East Portal
Suite 7300
800 de la Gauchetière Street West
Montreal
Montreal
Quebec
H5A 1L6

Title - Sujet RISO SCC MAC Fruits & Vegetables	
Solicitation No. - N° de l'invitation 21301-163317/A	Date 2015-05-06
Client Reference No. - N° de référence du client 21301-163317	GETS Ref. No. - N° de réf. de SEAG
File No. - N° de dossier MTR-4-37398 (109)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 09:00 AM on - le 2016-05-27	
Time Zone Fuseau horaire Heure Avancée de l'Est HAE	
Delivery Required - Livraison exigée	
Address Enquiries to: - Adresser toutes questions à: Meloche, Laura	Buyer Id - Id de l'acheteur mtr109
Telephone No. - N° de téléphone (514)496-3370 ()	FAX No. - N° de FAX (514)496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Correctional Service Canada La Macaza Institute See Annex A	
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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1.1	RISO-CSC MAC Fruits & Vegetables Period of Standing Offer: from July 1, 2015 to June 30, 2016 consisting of twelve (12) periods of one (1) months.	21301	21304	1	Lot	\$	XXXXXXXXXX			

Solicitation No. - N° de l'invitation

21301-163317/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

mtr109

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

21301-163317

File No. - N° du dossier

MTR-4-37398

CCC No./N° CCC - FMS No./N° VME

**THE REQUEST FOR STANDING OFFER IS INCLUDED IN THE DOCUMENT
ATTACHED.**

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PART 1 - GENERAL INFORMATION

1. Introduction

This Request for Standing Offer is a Standing Proposal. It is a description of goods, along with specific terms, clauses and conditions, valid for a fixed period of time. The duration is fragmented into several periods, according to a predetermined Closing Calendar. Following receipt of the offers, for each period, a Standing Offer and Call-up Authority may be issued to the supplier having submitted the best offer.

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

The Annexes include:

Annex A: Requirement

Annex B: Working Document – List of Products (attached)

2. Summary

2.1 Description:

This Regional Individual Standing Offer (RISO) request involves the provision, on an as and when ordered basis, of fresh Fruits and Vegetables.

2.2 Identified User:

The Correctional Service Canada, La Macaza Institute, La Macaza, Province of Quebec.

2.3 Period of Standing Proposal:

From July 1, 2015 to June 30, 2016 divided into twelve (12) periods of one (1) month.

Note: Offers will have to be submitted for each period, as per the schedule in Annex "B".

One or more Standing Offers could be issued for each period.

2.4 Delivery:

DELIVERY	
Delivery address	Delivery hours and details
La Macaza Institution 321, Chemin de l'Aéroport La Macaza (Québec) J0T 1R0	Monday to Thursday between 8:30 am and 11:00 am and between 1:30 pm and 3:00pm. Friday between 8h30 and 11h00.

2.4.1 Delay:

Delivery time will not exceed 72 hours from the time an order is received.

2.5 Special instructions:

The supplier shall ensure that his staff members carry a proof of identity at all times, or they will be denied access to the site.

Please note that this Institution is a high security facility and only one truck at a time can access the unloading dock. Therefore, the driver may have to wait before entering the Institution's perimeter.

2.6 Quantities:

The estimated quantities for each of the required items can be found in Annex B - Working Document - List of products.

2.7 Approximate Scope of the Standing Proposal:

The approximate scope of the Standing Proposal is \$86,000.00 for the period from July 1, 2015 to June 30, 2016 inclusive.

2.8 Trade Agreements:

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), the Agreement on Internal Trade (AIT) and the Free Trade Agreements between Canada and Peru, Columbia and Panama.

3. Security Requirement

There is no security requirement applicable to this Standing Offer.

4. 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

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 Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) 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).

The 2006 (2014-09-25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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 the Schedule of Tender Closing Dates included in the Working Document (Annex B).

You must submit your offer (*by mail or facsimile*) prior to the closing time and date:

By mail, at the following address:

PUBLIC WORKS AND GOVERNMENT SERVICES CANADA
Supply Directorate
800 rue de la Gauchetière Ouest, Local 7300
Montréal, Québec H5A 1L6

By facsimile, at the following number: (514) 496-3822

Once your offer has been completed and transmitted by mail or facsimile, a copy of the Working Document (Excel file) has to be sent, by e-mail, to the following address:

QueAlimentationSoumissionsMtl.QueFoodSupplyTendersMtl@tpsgc-pwgsc.gc.ca.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **seven (7) 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 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 Québec.

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 (one (1) hard copy and one (1) soft copy by email)

Section II: Certifications (one (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 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/or containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Financial Offer

Offerors must submit their financial offer in accordance with Annex B, Working Document - List of products.

The total amount of applicable taxes is to be shown separately, if applicable.

It is requested that Offerors send one (1) hard copy by mail or facsimile and one (1) soft copy, Excel file, by e-mail at the following address:

QueAlimentationSoumissionsMtl.QueFoodSupplyTendersMtl@tpsgc-pwgsc.gc.ca.

Annex B - Working Document (Attached)

This document includes the Schedule of Tender Closing Dates as well as Closing Pages and List of products for each period.

The Schedule of Tender Closing Dates specifies the Closing Dates for each period. It is important to use the appropriate Closing page, matching the period for which the offer applies.

The Offerors will complete the List of products using the Excel file and make sure that it has been properly filled out and contains all required information.

That list, once printed, will be sent, by facsimile or mail, with the other required documents, before being transmitted to the above mentioned e-mail address.

Clauses and Conditions Document (PDF Format)

The Offerors will make sure to return any pages that require information and/or signatures, as well as any other requested documents. These pages shall accompany every offer.

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.

Section II: Certifications

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 including the financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) The evaluation team will determine first if there are two (2) 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. Financial Evaluation

Offers will be evaluated on the aggregate price of all items, in accordance with estimated quantities.

1.1.1 Evaluation of Price

- 1. The price of the offer will be evaluated as follows:
 - a. Canadian-based offerors must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded.
 - b. foreign-based offerors must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based offerors.
- 2. Unless the Request for Standing Offers (RFSO) specifically requires offers to be submitted in Canadian currency, offers submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in

effect on the RFSO closing date, or on another date specified in the RFSO, will be applied as a conversion factor to the offers submitted in foreign currency.

3. Although Canada reserves the right to issue the Standing Offer either on an FOB plant or FOB destination, Canada requests that Offerors provide prices FOB their plant or shipping point and FOB destination. Offers will be assessed on an FOB destination basis.
4. For the purpose of the RFSO, Offerors with an address in Canada are considered Canadian-based Offerors, and Offerors with an address outside of Canada are considered foreign-based Offerors.

2. Basis of Selection

2.1 Basis of Selection - Multiple Items

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

Respect of the client's acceptable brands and formats will be taken into consideration in the evaluation.

Please note that PWGSC reserves the right to issue more than one (1) Standing Offer per period, if it better serves Canada's interest.

PART 5 - CERTIFICATIONS

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

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

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

1. Certifications Required Precedent to Issuance of a Standing Offer

1.1 Integrity Provisions - Associated Information

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

1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

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

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

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex "A", Requirement and Annex "B", List of products.

2. Security Requirement

There is no security requirement applicable to this Standing Offer.

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

3.1 General Conditions

2005 (2014-09-25) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

4. Term of Standing Offer

4.1 Period of Standing Offer

The period for placing call-ups against the Standing Offer shall be *within the period identified in any resulting "Standing Offer and Call-up Authority" Document, as detailed in Annex B.*

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Laura Meloche
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
800 rue de la Gauchetière Ouest, Local 7300
Montréal, Québec H5A 1L6

Telephone: (514) 496-3370
Facsimile: (514) 496-3822
E-mail address: laura.meloche@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.

5.2 Offeror Contacts

Name and telephone number of the persons responsible for:

General enquiries:

Name: _____

Telephone No. _____

Facsimile No. _____

E-mail address: _____

Delivery follow-up

Name: _____

Telephone No. _____

Facsimile No. _____

E-mail address: _____

6. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is the Correctional Service Canada.

7. 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".

8. Limitation of Call-ups

Individual call-ups against any Standing Offer resulting from this Request shall not exceed 50% of the estimated Standing Offer total amount. (The amount will be determined at the awarding of each Standing Offer).

9. Financial Limitation

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$86,000.00 (including appropriate taxes) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or **three (3) months** before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

The amount of each of the subsequent Standing Offers will be determined at the time of issue for each of the periods mentioned in the Schedule of Tender Closing Dates.

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 call up against the Standing Offer, including any annexes;
- (b) the articles of the Standing Offer;
- (c) the general conditions 2005 (2014-09-25), General Conditions - Standing Offers - Goods or Services;
- (d) the general conditions 2010A (2014-09-25), General Conditions - Goods (Medium Complexity)
- (e) Annex "A" - Requirement;
- (f) Annex "B" - Standing Offer Annex;
- (g) the Offeror's offer dated _____.

11. Certifications

11.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing associated information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the associated information, or if 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.

12. 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 _____.

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 (2014-09-25) General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16, Interest on Overdue Accounts of 2010A (2014-09-25) General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards at point of sale.

3. Term of Contract

3.1 Delivery Date

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

3.2 Delivery of Fresh Chilled or Frozen Products

Fresh chilled or frozen products must be delivered in accordance with Canadian Food Inspection Agency requirements stipulating that frozen products must be maintained at -18° C or lower and fresh chilled products between 4° C and 1° C until delivery. All fresh chilled or frozen products must be delivered in refrigerated vehicles and show no evidence of deterioration. Frozen products must not have been frozen for longer than 90 days since the date of processing in the fresh state.

3.3 Liability for defective products:

If broken or damaged goods are received from a contractor, their subsequent reshipment to the Crown will be at the contractor's own expense.

If it is determined following acceptance and during use that the product does not meet the purchase description, standard or specification referred to, the contractor will be required to accept return of the balance of the defective products at his own expense and will be required to rebate a percentage of the price of the products used, based on the extent of the defect. As well, recourse as provided in PWGSC General Terms and Conditions may be initiated by the Crown.

4. Payment

4.1 Basis of Payment

For the mentioned period of the Standing Offer, you will be paid on the basis of firm unit prices, as listed in Annex B - List of products.

4.2 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) all such documents have been verified by Canada;
- c) the Work delivered has been accepted by Canada.

4.3 SACC Manual Clauses

C2000C (2007/11/30), Taxes – Foreign-based contractors

5. Invoicing Instructions

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

6. Insurance

SACC Manual clause G1005C (2008/05/12) Insurance

7. SACC Manual Clauses

B7500C (2006/06/16), Excess Goods

ANNEX A

REQUIREMENT

DESCRIPTION:

This Regional Individual Standing Offer (RISO) request involves the provision, on an as and when ordered basis, of fresh Fruits and Vegetables.

IDENTIFIED USER:

The Correctional Service Canada, Macaza Institute, La Macaza, Province of Quebec.

PERIOD OF STANDING PROPOSAL:

From July 1, 2015 to June 30, 2016 divided into twelve (12) periods of one (1) month.

Note: Offers will have to be submitted for each period, as per the schedule in Annex "B".

One or more Standing Offers could be issued for each period.

DELIVERY:

CSC DELIVERY (Macaza Institution)	
Delivery addresses	Delivery times & special instructions
La Macaza Institution 321, Chemin de l'Aéroport La Macaza (Québec) J0T 1R0	Monday to Thursday between 8:30 am and 11:00 am and between 1:30 pm and 3:00pm. Friday between 8h30 and 11h00.

Delay:

Delivery time will not exceed 72 hours from the time an order is received.

Special instructions:

The supplier shall ensure that his staff members carry a proof of identity at all times, or they will be denied access to the site.

Please note that this Institution is a high security facility and only one truck at a time can access the unloading dock. Therefore, the driver may have to wait before entering the Institution's perimeter.

QUANTITIES:

The estimated quantities for each of the required items can be found in Annex B - Working Document - List of products.

APPROXIMATE SCOPE OF THE STANDING PROPOSAL:

The approximate scope of the Standing Proposal is \$86,000.00 for the period from July 1, 2015 to June 30, 2016 inclusive.

TRADE AGREEMENTS:

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), the Agreement on Internal Trade (AIT) and the Free Trade Agreements between Canada and Peru, Columbia and Panama.

Solicitation No. - N° de l'invitation
21301-163317/A
Client Ref. No. - N° de réf. du client
21301-163317

Amd. No. - N° de la modif.
File No. - N° du dossier
MTR-4-37398

Buyer ID - Id de l'acheteur
MTR035
CCC No./N° CCC - FMS No./N° VME

ANNEX B

WORKING DOCUMENT – LIST OF PRODUCTS (Attached)

ANNEX B (Working Document) Schedule of Tender Closing Dates

PWGSC file no. MTR-4-37398
Client reference no. 21301-163317
Subject CSC MAC Fresh fruit and vegetables
For the following consignee(s) CORRECTIONAL SERVICE CANADA
DESTINATION MACAZA INSTITUTION

Note:

The closing date for each period is scheduled on the 3rd last business day of the month

9:00 AM

Period Identification no.	Four (4) week period	Closing Date
21301-163317 /01 /A	July 1, 2015 to July 31, 2015	June 25, 2015
21301-163317 /02 /A	August 1st, 2015 to August 31, 2015	July 29, 2015
21301-163317 /03 /A	September 1st, 2015 to September 30, 2015	August 26, 2015
21301-163317 /04 /A	October 1st, 2015 to October 31, 2015	September 28, 2015
21301-163317 /05 /A	November 1st, 2015 to November 30, 2015	October 28, 2015
21301-163317 /06 /A	December 1st, 2015 to December 31, 2015	November 26, 2015
21301-163317 /07 /A	January 1st, 2016 to January 31, 2016	December 29, 2015
21301-163317 /08 /A	February 1st, 2016 to February 29, 2016	January 27, 2016
21301-163317 /09 /A	March 1st, 2016 to March 31, 2016	February 25, 2016
21301-163317 /10 /A	April 1st, 2016 to April 30, 2016	March 29, 2016
21301-163317 /11 /A	May 1st, 2016 to May 31, 2016	April 27, 2016
21301-163317 /12 /A	June 1st, 2016 to June 30, 2016	May 27, 2016

CSC MAC Fresh fruit and vegetables

Annex B (Working Document) List of products

CORRECTIONAL SERVICE CANADA
MACAZA INSTITUTION
PLEASE REFER TO THE SOLICITATION DOCUMENT FOR DELIVERY ADDRESSES

No. de dossier de TPSGC: MTR-4-37398
No. de référence du client: 21301-163317
Période numéro: /01
Pour la période du: July 1, 2015 to July 31, 2015

*** TAKE NOTE THAT FOR ALL PRODUCTS WHERE AN ACCEPTABLE BRAND IS SPECIFIED, NO PRIVATE BRAND WILL BE ACCEPTED.									
ITEM NO.	DESCRIPTION	REFERENCE NUMBER (FOR DEPARTMENT USE ONLY)	ACCEPTABLE BRAND(S)	REQUESTED FORMAT	TOTAL	Company name: _____			
						Product code	Offered brand	Offered format	UNIT PRICE
	CSC MAC Fresh fruit and vegetables				APPROX. QUANTITIES FOR Four (4) WEEKS				U of M
1	Fresh garlic			10 kg/cs	1				cs
2	Chopped garlic in oil			8 kg/pail	1				Pail
3	Bananas, half-ripe, first quality, minimum length 6" maximum 8"			18.4 kg or 40 pds/cs	28				cs
4	Bok Choy, lettuce, Canada no 1, cut			10 pds	1				cs
5	Broccoli, Canada no 1			12 un/cs	1				cs
6	Washed carrots, hulled, unbroken, 1 1/2" à 3" diameter, Canada no 1			22.7 kg/bag	22				Bag

ITEM NO.	DESCRIPTION	REFERENCE NUMBER (FOR DEPARTMENT USE ONLY)	ACCEPTABLE BRAND(S)	REQUESTED FORMAT	TOTAL		Company name: _____				
					APPROX. QUANTITIES FOR FOUR (4) WEEKS	UNIT PRICE	Product code	Offered brand	Offered format	U of M	
7	Celery, stemmed, branchyies at least 12" long and 2 1/2 in diameter, Canada no 1			24 un/cs	20						CS
8	White mushrooms			5 pds/cs	40						CS
9	Red cabbage, Canada no 1			22.7 kg/cs	1						CS
10	Green cabbage, Canada no 1			22.7 kg/bag or 22.7kg /cs	9						CS
11	Cauliflower, florets, without stains or damaged area, Canada no 1			12 un/cs	1						CS
12	Cucumbers, Canada no 1			dz	8						dz
13	Green hubbard squash, medium size, Canada no 1			20 pds/cs	15						CS
14	Shallots			dz	12						dz
15	Spinach, stemmed, Canada no 1			8 x 10 oz/cs	2						CS
16	Germinated beans				1						kg

ITEM NO.	DESCRIPTION	REFERENCE NUMBER (FOR DEPARTMENT USE ONLY)	ACCEPTABLE BRAND(S)	REQUESTED FORMAT	TOTAL	Company name: _____					U of M
						APPROX. QUANTITIES FOR Four (4) WEEKS	Product code	Offered brand	Offered format	UNIT PRICE	
17	CSC MAC Fresh fruit and vegetables Fresh Kiwis, 135 ct, Canada no 1			10 kg/cs	8						CS
18	Green leaf lettuce, Canada no 1			24 un/cs	12						CS
19	Iceberg lettuce, in cubes or pieces, washed, conservation time: 7 days			3/8 in bag 4 x 5 pds/cs	1						CS
20	Iceberg lettuce, Canada no 1			18 or 24 un/cs	12						CS
21	Romaine lettuce, Canada no 1			24 un/cs	12						CS
22	Chopped romaine lettuce, Canada no 1			4 x 5 pds/cs	1						CS
23	Netted melon (seasonal) Canada no 1			12 to 15 un/cs	7						CS
24	Honeydew melon, seasonal, Canada no 1			8un/cs	1						CS
25	Yellow turnips, diameter 6" minimum, Canada no 1			22,7 kg/bag	8						Bag
26	Onions, big, minimum diameter 2 1/2, Canada no 1			22,7 kg/bag	20						Bag

ITEM NO.	DESCRIPTION	REFERENCE NUMBER (FOR DEPARTMENT USE ONLY)	ACCEPTABLE BRAND(S)	REQUESTED FORMAT	TOTAL		Company name: _____				U of M	
					APPROX. QUANTITIES FOR Four (4) WEEKS		Product code	Offered brand	Offered format	UNIT PRICE		
27	CSC MAC Fresh fruit and vegetables											
28	Red onions, Canada no 1			25 pds/Bag	1							Bag
29	Oranges, good quality in all seasons, as available, Canada no 1			138 un/cs Mandatory	20							CS
30	Sweet red pepper, Canada no 1			25 pds or 11,3 kg/cs min	5							CS
31	Green peppers, Canada no 1			25 pds or 11,3 kg/cs min	20							CS
32	Apples, Canada fancy, calibrated and corded, diameter: min of 2 3/8"			140 un/cs 40 pds min.	20							CS
33	New crop potatoes, white, washed, newest crop, Canada no 1			22,7 kg/bag	60							Bag
34	White potatoes, "cheer" style, size 115 mm, Jumbo, Canada no 1			22.7 kg/bag	5							Bag
35	Dressed radishes			170 gr cello/dz	4							dz
36	Tomatoes, ripe, conservation time: 7 days, Canada no 1			6 x 7 11,3 kg or 25 pds/cs	20							CS
37	Plain tofu, very firm			12 x 454 gr/cs	8							CS

ITEM NO.	DESCRIPTION		REFERENCE NUMBER (FOR DEPARTMENT USE ONLY)	ACCEPTABLE BRAND(S)	REQUESTED FORMAT	<u>TOTAL</u>	Company name: _____				U of M
	CSC MAC Fresh fruit and vegetables						APPROX. QUANTITIES FOR Four (4) WEEKS	Product code	Offered brand	Offered format	

OTHER PRODUCTS IN STORE:

The supplier offers to sell any available products other than those listed in Annex B at prices matching those of his general, seasonal and sideline catalogue and / or the price list less a discount of: _____ %

In addition to the prices established in Annex B, the supplier can offer special discounts, such as year end sales, production surplus, special sales and promotions, etc., as long as the cost is lower than the prices listed in Annex B.

Year of Pack and Marking

All food packages 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.

Canned food container cleanliness

Exterior of canned food must be free of any dirt, rust or fat substance. Canned food which does not meet this condition will be returned to the Contractor, at his own expense, for credit or replacement.