

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
Room 1650, 635 8th Ave. S.W.
Calgary
Alberta
T2P 3M3**

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/Travaux
publics et Services gouvernementaux Canada
Room 1650, 635 8th Ave. S.W.
Calgary
Alberta
T2P 3M3

Title - Sujet Food - Meat Products, Sask Pen	
Solicitation No. - N° de l'invitation 21520-168590/A	Date 2015-11-02
Client Reference No. - N° de référence du client 21520-168590	GETS Ref. No. - N° de réf. de SEAG PW-\$CAL-127-6378
File No. - N° de dossier CAL-5-38022 (127)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-12-14	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Ray, Jane	Buyer Id - Id de l'acheteur cal127
Telephone No. - N° de téléphone (403)292-5318 ()	FAX No. - N° de FAX (403)292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA P.O.BOX 160 PRINCE ALBERT Saskatchewan S6V5R6 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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire		Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
						Destination	FOB/FAM			
1	Food - Meat Products, Sask Pen	21520	21520	1	Each	\$	XXXXXXXXXXXX		See Herein	

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Solicitation No. - N° de l'invitation
21520-168590/A
Client Ref. No. - N° de réf. du client
21520-168590

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38022

Buyer ID - Id de l'acheteur
CAL127
CCC No./N° CCC - FMS No./N° VME

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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 the Requirement, the Basis of Payment, and any other annexes

1.2 Summary

- 1.2.1** For the supply and delivery of Meat Products, as required, for the Department of Correctional Services Canada, to Saskatchewan Penitentiary and the Regional Psychiatric Centre, for a period of one (1) year. Price Refreshes permitted every three (3) months during the period of the Standing Offer.

Period of the Standing Offer: From January 1, 2016, to December November 30, 2016, divided into refresh periods occurring every three (3) months as follows:

- 1st Period (bid) from January 1, 2016 to March 31, 2016
- 2nd Period (refresh): April 1, 2016 to June 30, 2016
- 3rd Period (refresh): July 1, 2016 to September 30, 2016
- 4th Period (refresh): October 1, 2016 to December 31, 2016.

Price lists for the refresh periods are to be provided on the 10th day of the preceding month as follows:

- For 2nd period: 10 March 2016
- For 3rd period: 10 June 2016
- For 4th period: 10 September 2016

The delivery points are as follows:

CORRECTIONAL SERVICE CANADA ALBERTA		
Institution	Delivery Address	Delivery Times
Saskatchewan Penitentiary	15th Street West PO Box 160 Prince Albert, Saskatchewan S6V 5R6	Monday to Friday, between 6:30 – 11:30 and 12:30 – 16:00
Regional Psychiatric Centre	2520 Central Avenue North PO Box 9243 Saskatoon, Saskatchewan S7K 3X5	Monday to Friday, between 6:30 – 11:30 and 12:30 – 16:00

See Annex "B", Basis of Payment for product listing.

1.3 Debriefings

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

2.1 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 (2015-07-03) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 180 days

2.1.1 SACC Manual Clauses

C0008T Price Support - Non-competitive Bid (for refresh only) 2007-05-25

2.2 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.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

2.2.1 Prices – Items

Offerors must submit firm prices for all items listed in Annex "B".

2.3. 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 question(s) or may request that Offerors do so, so that the proprietary nature of the question(s) 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.

2.4. 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 Alberta.

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

3.1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Financial Offer (two hard copies)
Section II: Certifications (one hard 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 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 the "Annex B, Basis of Payment". The total amount of Applicable Taxes must be shown separately.

3.1.1 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.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Financial Evaluation

4.1.1.1 The offers will be evaluated on a low aggregate basis. Low aggregate will be determined by multiplying the unit price for each items by its estimated usage and summing the values to arrive at the value of the Offer.

4.1.1.2 SACC Manual/ Clause M0220T (2013-04-25), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional 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 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 will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Offeror must provide with its offer, a completed Declaration Form (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

5.2.1 Integrity Provisions – List of Names

Offerors who are incorporated, including those submitting offers as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Offeror.

Offerors submitting offers as sole proprietorship, as well as those submitting offers as a joint venture, must provide the name of the owner(s).

Offerors submitting offers as societies, firms or partnerships do not need to provide lists of names.

5.2.2 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada-Labour's](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" 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

6.1 Offer

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

6.2 Security Requirements

6.2.1 There is no security requirement applicable to this Standing Offer.

6.3 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) (<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

[2005](#) (2015-09-03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3.2 Standing Offers Reporting

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, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "C". 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 period to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

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

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

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is for one (1) year period from the date of Standing Offer Issuance.

6.5. Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Jane Ray, Supply Officer
Public Works and Government Services Canada
Acquisitions Branch, Western Region
#1650, 635-8th Ave SW
Calgary, Alberta T2P 3M3
Telephone: 403-292-5318
Facsimile: 403-292-5786
E-mail address: jane.ray@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.

6.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

6.5.3 Offeror's Representative (to be completed by Offeror)

General Enquiries:

Name:

Title:

Company Name:

Telephone:

Facsimile:

E-mail Address:

Delivery Follow-up (if different from General Enquiries):

Name:

Title:

Telephone:

Facsimile:

E-mail Address:

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Correctional Services Canada's Saskatchewan Penitentiary and The Regional Psychiatric Centre both located in Saskatchewan, Canada.

6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 642, Call-up Against a Standing Offer).

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 40,000.00 (Applicable Taxes included).

6.9 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 (2015-09-03), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2015-09-03), General Conditions – Goods (Medium Complexity);
- e) Annex A, Requirement;
- f) Annex B, Basis of Payment;
- g) Annex C, Standing Offer Usage Report;
- h) the Offeror's offer dated _____ .

6.10 Certifications

6.10.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing additional 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 additional 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.

6.11 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.

6.12 Price Lists

Following issuance of a Standing Offer, it is the Offeror's responsibility to supply and update price lists and/or catalogues as Canada may require. The Offeror must provide one (1) copy of its catalogue and price list and updates to each Identified User requesting a copy. The Offeror must further send one (1) copy to the Standing Offer Authority at the address stated in the Standing Offer.

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.

6.1 Requirement

The Contractor must provide the items detailed in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

2010A (2015-09-03), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 (2008-12-12) Interest on Overdue Accounts, of General Conditions – Goods (Medium Complexity) (2015-09-03) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Delivery Date

Delivery must be made within 2 calendar days from receipt of a call-up against the Standing Offer.

6.4 Payment

6.4.1 Basis of Payment – Firm Prices

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 Annex B for a cost of \$ *TBD at call-up*. Customs duties are included and Applicable Taxes are extra.

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.

6.4.2 Limitation of Price

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

6.4.3 Single Payment

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

6.4.4 Payment by Credit Card

The following credit cards are accepted: TBD and TBD.

6.5 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.
 - c. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.6 Insurance Requirements

SACC Manual clause G1005C (2008-08-12) Insurance

6.7 SACC Manual Clauses

A9068C (2010-01-11), Site Regulations
B7500C (2006-06-16), Excess Goods
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

6.8 Delivery, Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX "A"

REQUIREMENT

DESCRIPTION:

1. This Regional Individual Standing Offer (RISO) request is for the supply and delivery of Meat Products for the Correctional Service Canada (CSC) institutions in Saskatchewan, as required during the period of the Standing Offer. The requirement is divided into the two (2) locations identified herein approximately 145 km apart.
2. The period of the standing offer will be for one (1) year from date of issuance of the Standing Offer. Refreshing of pricing is permitted to the Standing Offer Holder every three (3) months during the period of the Standing Offer.
3. Up to one (1) Standing Offer could be issued under this procurement process.
4. The Standing Offer Holder can accept or decline call-up items not listed at Annex "B", Basis of Payment. Non-listed items will be priced in accordance with Annex "B", Basis of Payment.

DELIVERY:

CORRECTIONAL SERVICE CANADA ALBERTA		
Institution	Delivery Address	Delivery Times
Saskatchewan Penitentiary	15th Street West PO Box 160 Prince Albert, Saskatchewan S6V 5R6	Monday to Friday, between 6:30 – 11:30 and 12:30 – 16:00
Regional Psychiatric Centre	2520 Central Avenue North PO Box 9243 Saskatoon, Saskatchewan S7K 3X5	Monday to Friday, between 6:30 – 11:30 and 12:30 – 16:00

1. Delivery will be made in accordance with the delivery date indicated on the call-up document.
2. Delivery for Emergencies required within 24 hours.

LEAD TIME:

1. Minimum lead time for orders will be 48 hours.
2. Minimum lead time for order cancellations will be 24 hours.

SPECIAL INSTRUCTIONS:

1. The supplier must ensure that his staff members carry a proof of identity at all times, or they will be denied access to the site.
2. The delivery vehicles may be searched when entering and exiting the institutions.
3. All deliveries must be individually palletized for the destination site and ready for immediate drop off. Sorting of mixed pallets at the destination is prohibited. Products not properly separated and/or palletized will be rejected. Correctional Service of Canada equipment must not be utilized to make deliveries. All equipment, including pallet jacks etc., required to make deliveries must be provided by the supplier.
4. Substitutions will not be accepted without the prior approval of the designated Food Services Representative.

QUALITY STANDARD AND ASSURANCE REQUIREMENTS:

1. All products must adhere to the following Acts and their regulations:

Agriculture & Agri-Foods Administrative Monetary Penalty Act
Canada Agriculture Products Act
Canadian Food Agency Inspection Act
Consumer Packaging and Handling Act (as it relates to food)
Food and Drug Act (as it relates to food)
2. All products offered must be in accordance with the Canadian General Standards Board (CGSB) Standards, current editions. All beef must meet the Standards Council of Canada CGSB Spec: 32.44 and poultry GCS 32.72. Available at <http://www.tpsgc-pwgsc.gc.ca/onqc-cgsb/publications/catalogue/index-eng.html>
3. "Canada No. 1, Canada Grade "A", and/or Choice" is the minimum acceptable grade for products falling under the grading guideline.
4. Poultry products (raw) should contain no more than 12% retained water.
5. No products supplied shall contain alcohol; including ethyl alcohol.
6. 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 and any conditions affecting the product shelf life must be clearly stated at the time of ordering. The shelf life or best before date must be clearly indicated and any conditions affecting the product shelf life must be clearly stated at the time of ordering.
7. Final inspection and acceptance of the food product will rest solely with the CSC food representative at the point of delivery. All products supplied must be free of signs of deterioration, spoilage, dirt, or damage by rodents or insects. The CSC food representative shall have the right to reject products at the time of delivery and the Offeror will remove unacceptable products immediately off site.
8. Any products not meeting the Quality Standard and Assurance Requirements will be returned (opened or unopened) to the Offeror at the Offeror's expense.

ANNEX "B"

BASIS OF PAYMENT

1. F.O.B. destination (locations specified in Annex "A"), including all ecology fees, deposits, delivery, offloading and fuel charges, Canadian customs duties and excise tax included. Additional surcharges will not be accepted. All delivery cost must be included in the cost of food ordered.
2. Offerors must provide pricing for both locations to be deemed compliant.
3. Pricing is to remain valid from date of issuance of Standing Offer for a period of three (3) months. This period is in addition to the bid validity period identified under Part 2, article 1. Standard Instructions Clauses and Conditions. Refreshing of pricing will then be permitted to the Standing Offer Holder(s) every three (3) months.
4. For the purpose of the financial evaluation, any variance in offered formats is to be calculated based on the "price per unit of measurement". The Offeror is to calculate this conversion, if required.

A. Meat Products List:

See attached Excel Spreadsheet for detailed product list. Prices offered are to be indicated on the Excel Spreadsheet and submitted as per Part 2, Article 2.2.

B. Wait time charge:

After a 2-hour wait, the supplier will be paid a fee of \$_____ (To be completed by the Offeror) per additional hour (on a pro-rated basis). This charge is to be invoiced as a separate line item and will not be considered as part of any bid evaluation.

C. Additional / non-listed items:

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". The supplier offers to sell any other meat products; other than those listed in Annex "B", at prices matching those of his/her general, seasonal and sideline catalogue and/or the price list less a discount of: _____%. (This discount does not form part of the bid evaluation)

Estimated Usage identified in the following Table are for evaluation purposes only and will not form any part of the resulting Standing Offer.

Item no	Food-Meat Products	Estimated Usage for a 12- month period	Unit of Measure (U of M)	Product code	Offered format (include U of M)	Unit price per kg	Extended Price (Usage x Unit price)
	DESCRIPTION						
1	Inside Round	11700	kg			\$	\$
2	Diced Beef, inside or outside round	1950	kg			\$	\$
3	Medium Ground Beef, Lean 80/20, frozen	15600	kg			\$	\$
4	Beef Patties, all beef, 4oz., frozen	7800	kg			\$	\$
5	All Beef Dinner sausage 7"	1950	kg			\$	\$
6	Random chicken breast, chopped breast meat only, random cut, Frozen	15600	kg			\$	\$
7	Chicken drumsticks	15600	kg			\$	\$
8	Turkey breast-boneless, skin-on, full breast with tendon	2210	kg			\$	\$
9	Turkey thighs-boneless, skin-on, frozen	1820	kg			\$	\$
10	Pork collar butt, frozen	1950	kg			\$	\$
11	Pork loin, fresh or frozen, any size	1950	kg			\$	\$
12	Diced Pork, pork loin cut, 0.5" cube, frozen or fresh	5850	kg			\$	\$
13	All Beef Salami, standard size, all beef casings, fresh or frozen	975	kg			\$	\$
14	Bologna, standard size, all beef casings, fresh or frozen, sliced or not	975	kg			\$	\$
15	Toupee Ham, boneless	7800	kg			\$	\$
16	Basa Fish (6oz fillets)	7800	kg			\$	\$
17	All Beef Wieners, all beef casings, frozen	2000	kg			\$	\$

Solicitation No. - N° de l'invitation
21520-168590/A
Client Ref. No. - N° de réf. du client
21520-168590

Amd. No. - N° de la modif.
File No. - N° du dossier
CAL-5-38022

Buyer ID - Id de l'acheteur
CAL127
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

STANDING OFFER USAGE REPORT

Return to:

Public Works and Government Services Canada
Acquisitions Branch
Facsimile: (403) 292-5786
Email: wst-pa-cal@pwgsc-tpsgc.gc.ca

Quarterly Usage Report Schedule:

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

SUPPLIER:

STANDING OFFER NO:

DEPARTMENT OR AGENCY:

W0142-15X046

Department of National Defence

Item No.	Call-Up/contract No. Description	Value of the Call-Up/Contract (GST/HST excluded)
(A) Total Dollar Value Call-ups for this reporting period:		
(B) Accumulated Call-Up totals to date:		
(A+B) Total Accumulated Call-Ups:		

NIL REPORT: We have not done any business with the federal government for this period []

PREPARED BY: _____

SIGNATURE:

DATE: