



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

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**

**11 Laurier St. / 11 rue Laurier**

**Place du Portage, Phase III**

**Core 0B2 / Noyau 0B2**

**Gatineau**

**Québec**

**K1A 0S5**

**Bid Fax: (819) 997-9776**

**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**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du**

**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Commercial Acquisitions & Fast Track Procurement  
Div/Div des Acquisitions commerciales et achats en régime accéléré

11 Laurier St. / 11 rue Laurier

6B3, Place du Portage

Phase III

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Individual Meal Packs 2017	
<b>Solicitation No. - N° de l'invitation</b> W8486-17SP0A/A	<b>Date</b> 2016-07-06
<b>Client Reference No. - N° de référence du client</b> W8486-17SP0A	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PD-036-71208	
<b>File No. - N° de dossier</b> pd036.W8486-17SP0A	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-07-21</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Cousineau, Natalie	<b>Buyer Id - Id de l'acheteur</b> pd036
<b>Telephone No. - N° de téléphone</b> (873) 469-3922 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5454
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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Solicitation No. - N° de l'invitation

W8486-17SP0A/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

PD036

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

W8486-17SP0A

File No. - N° du dossier

PD036W8486-17SP0A

CCC No./N° CCC - FMS No/ N° VME

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

The Contractor must at all times during the performance of the contract ensure the security of the raw material, the finished food products and the reliability of the personnel.

#### 1.1 Location(s) of Work Performance

There is a security requirement associated with this requirement that may imply work to be performed or documents safeguarding at the contractor's facility(ies).

### 2. Requirement

The Department of National Defence has a requirement for Food Rations as described in Annex A.

#### 2.1 Delivery Requirement

Please refer to Annex G for all delivery dates for IMP 2017.

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

### 4. Trade Agreements

"The requirement is subject to the provisions of the Agreement of Internal Trade (AIT)."

## PART 2 - BIDDER INSTRUCTIONS

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

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 (2016-04-04) Standard Instructions - Goods or Services -Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

#### 1.1 SACC Manual Clauses

B4024T (2006-08-15) No Substitute Products

#### 1.2 Canadian Content Definition

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## A3050T (2014-11-27) Canadian Content Definition

### 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.

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) 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 questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

#### 3.1 Note to Tender

A copy of the technical information referred to herein will be forwarded to you by the Director of Publishing and Graphics Services, DSCO, National Defence Headquarters.

All questions regarding standards, specifications, and drawings shall be referred to the Contracting Authority.

#### 3.2 CGSB Standards

A copy of the standards referred to in the bid solicitation are available and may be purchased from:

Canadian General Standards Board Sales Centre  
Place du Portage III, 6B1  
11 Laurier Street  
Gatineau, Québec

Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)  
Fax: (819) 956-5644  
E-mail: [ncr.cgsb-ongc@pwgsc.gc.ca](mailto:ncr.cgsb-ongc@pwgsc.gc.ca)

CGSB Website: <http://www.pwgsc.gc.ca/cgsb/home/index-e.html>

#### 3.3 ASTM Methods and US Military Standards

Copies of ASTM methods and US Military Standards are obtainable from: IHS Canada  
Ottawa Office

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1 Antares Drive, Suite 200  
Ottawa,  
ON K2E  
8C4  
Canada  
Tel: (613) 237-4250 or 1-800-267-8220  
Fax: (613) 237-4251  
E-Mail: [gic@ihscanada.ca](mailto:gic@ihscanada.ca)  
Website: <http://www.ihscanada.ca/>

### 3.4 AOAC Methods

Copies of AOAC methods are obtainable  
from: AOAC International  
481 N. Frederick Avenue  
Suite 500  
Gaithersburg, MD  
20877 USA  
Tel: (301) 924-7077  
Fax: (301) 924-7089  
Website: <http://www.aoac.org/>

### 4. Applicable Laws

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

### 1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certification (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;

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(b) use a numbering system that corresponds to the bid solicitation;

### 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.

Contractor's Representative

The following information must be provided:

Name/Telephone \_\_\_\_\_

Plant Address/Postal Code: \_\_\_\_\_

E-Mail Address (for all appropriate personnel): \_\_\_\_\_

### Payments

In their submission to the RFP, the bidders must indicate the company's mailing address where payment will be mailed should they be awarded a contract. This address must be included in the contract.

Invoice payments: Remit Payment to (complete address):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Section II: Financial Bid

Bidders must submit their financial under Line Items. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is to be shown separately, if applicable.

#### 1.1 SACC Manual Clauses

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

### Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

(a) Bids will be assessed in accordance with the entire requirement of the

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bid solicitation including the technical and financial evaluation criteria.

(b) An evaluation team composed of representatives of Canada will evaluate the bids.

(c) The evaluation team will determine first if there are two (2) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

## 1.1 Technical Evaluation

### 1.1.1 Mandatory Technical Criteria

The Bidder must comply with all technical requirements and all terms and conditions specified in this bid solicitation.

All bidders must be pre-qualified in accordance with Appendix 1 (please see document) to be considered technically compliant.

## 1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

## 2. Basis of Selection

### 2.1 Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive.

The winning bidder will be selected as **Highest Compliant Combined Rating of Technical Merit (60%) and Price (40%) - Best Value Determination**. The bidders who successfully pass Part I (Mandatory Technical Criteria) and Part II (Sensory Evaluation) will be considered for the selection of the winning bid. Using the method mentioned above, price is given a rating value which is included in the total calculation of the point rated score. 60% of the points will be awarded to the sensory evaluation score and 40% of the points to the cost proposal.

Example of Best Value Determination			
Highest Combined Rating Technical Merit (60%) and Price (40%)			
Bidder	Bidder 1	Bidder 2	Bidder 3
Technical Points (Sensory Evaluation)	335	288	351
Price Quoted	\$4.75	\$4.25	\$5.00
Calculations	Technical Points	Price Points	Total Points



Bidder 1	335/432*60=46.5	4.25/4.75*40=35.8	82.3
Bidder 2	288/432*60=40	4.25/4.25*40=40.0	80.0
Bidder 3	351/432*60=48.8	4.25/5.00*40=34.0	82.8

### 3. Contract Financial Security

1. If this bid is accepted, the Bidder may be required to provide contract financial security, after the bid closing date and within 10 calendar days from receipt of a written request from the Contracting Authority.

(a) A security deposit as defined in clause "Security Deposit Definition" in the amount of up to ten percent (10%) of the contract price.

2. Security deposits in the form of government guaranteed bonds with coupons attached will be accepted only if all coupons that are unmatured, at the time the security deposit is provided, are attached to the bonds. The Contractor must provide written instructions concerning the action to be taken with respect to coupons that will mature while the bonds are pledged as security, when such coupons are in excess of the security deposit requirement.
3. If Canada does not receive the required financial security within the specified period, Canada may, as its discretion, accept another offer, issue a new bid solicitation, award a contract or reject all the bids.

### 4. Security Deposit Definition

1. "security deposit" means

- (a) a bill of exchange that is payable to the Receiver General for Canada, and certified by an approved financial institution or drawn by an approved financial institution on itself; or
- (b) a Government guaranteed bond; or
- (c) an irrevocable standby letter of credit, or
- (d) such other security as may be considered appropriate by the Contracting Authority and approved by Treasury Board;

2. "approved financial institution" means

- (a) any corporation or institution that is a member of the Canadian Payments Association;
- (b) a corporation that accepts deposits that are insured by the Canada Deposit Insurance Corporation or the "Régie de l'assurance-dépôts du Québec" to the maximum permitted by law; (c) a credit union as defined in paragraph 137(6) the *Income Tax Act*;
- (d) a corporation that accepts deposits from the public, if repayment of the deposits is guaranteed by Canadian province or territory; or
- (e) the Canada Post Corporation.

3. "government guaranteed bond" means a bond of the Government of Canada or a bond unconditionally guaranteed as to principal and interest by the Government of Canada that is:

- (a) payable to bearer;
- (b) accompanied by a duly executed instrument of transfer of the bond to the Receiver General for Canada in accordance with the *Domestic Bonds of Canada Regulations*;
- (c) registered in the name of the Receiver General for Canada.

4. "irrevocable standby letter of credit"

(a) means any arrangement, however named or described, whereby a financial institution (the "Issuer"), acting at the request and on the instructions of a customer (the "Applicant"), or on its behalf,

- (i) will make a payment to or to the order of Canada, as the beneficiary; (ii) will accept and pay bills of exchange drawn by Canada;
- (iii) authorizes another financial institution to effect such payment, or accept and pay such bills of exchange; or
- (iv) authorizes another financial institution to negotiate, against written demand(s) for payment, provided that the conditions of the letter of credit are complied with.

(b) must state the face amount which may be drawn against

it; (c) must state its expiry date;

(d) must provide for sight payment to the Receiver General for Canada by way of the financial institution's draft against presentation of a written demand for payment signed by the authorized departmental representative identified in the letter of credit by his/her office;

(e) must provide that more than one written demand for payment may be presented subject to the sum of those demands not exceeding the face amount of the letter of credit;

(f) must provide that it is subject to the International Chamber of Commerce (ICC) Uniform Customs and Practice (UCP) for Documentary Credits, 2007 Revision, ICC Publication No. 600. Pursuant to the ICC UCP, a credit is irrevocable even if there is no indication to that effect; and

(g) must be issued (Issuer) or confirmed (Confirmor), in either official language, by a financial institution that is a member of the Canadian Payments Association and is on the letterhead of the Issuer or Confirmor. The format is left to the discretion of the Issuer or Confirmor

## 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.

### 1. Certifications Precedent to Contract Award

#### 1.1 Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

#### 1.2 Federal Contractors Program for Employment Equity - Bid Certification

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), for each member of the Joint Venture.

## **2. Additional Certifications Required 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.

### **2.1 Canadian Content Certification**

#### **2.1.1 SACC Manual clause [A3050T](#) (2014-11-27) Canadian Content Definition**

This procurement is limited to Canadian goods and Canadian services.

The Bidder certifies that:

( ) a minimum of 80 percent of the total bid price consist of Canadian goods and Canadian services as defined in paragraph 5 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the [Supply Manual](#).

## **PART 6 - RESULTING CONTRACT CLAUSES**

### **1. Security Requirement**

There is no security requirement associated with the requirement.

### **2. Requirement**

The Contractor must provide the items in accordance with the Requirement at Annex A.

### **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 (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

### 3.1 General Conditions

2010A (2016-04-04) General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Under Section 9 Warranty:

Delete: warranty period will be twelve (12) months

Insert: warranty period will be three (3) years

## 4. Term of Contract

### 4.1 Option to extend the contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by one (2) additional year period (2017-2018) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment Annex J.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

### 4.2 Delivery Date

**4.2.1** All items must be delivered no later than December 16, 2016.

**4.2.2** Should the delivery take place after December 16, 2016, and should the new delivery date cause the Assembler to interrupt a plant closure, the Contractor is responsible to pay the Assembler directly for any recall of personnel in accordance with the Assembler's recall rate.

### 4.3 Preparation for Delivery

The contractor must contact the Assembler **Ropack at 1-514-353-7000 ext 3422**, to determine a delivery Date within the consignee delivery period. The contractor must accompanied with a hard copy letter, on firm letterhead, which certifies that the product delivered has been tested, complies with the specification and compares to the approved tender sample.

### 4.4 Financial Security

1. Canada may convert the security deposit to the use of Canada if any circumstance exists which would entitle Canada to terminate the Contract for default, but any such conversion will not constitute termination of the Contract.

2. Where Canada so converts the security deposit:

- (a) the proceeds will be used by Canada to complete the Work according to the conditions of the Contract, to the nearest extent that it is feasible to do so and any balance left will be returned to the Contractor on completion of the warranty period; and

(b) if Canada enters into a Contract to have the Work completed, the Contractor will:

- (i) be considered to have irrevocably abandoned the Work; and
- (ii) remain liable for the excess cost of completing the Work if the amount of the security deposit is not sufficient for such purpose. "Excess cost" means any amount over and above the amount of the Contract Price remaining unpaid together with the amount of the security deposit.

3. If Canada does not convert the security deposit to the use of Canada before completion of the contract period, Canada will return the security deposit to the Contractor within a reasonable time after such date.

4. If Canada converts the security deposit for reasons other than bankruptcy, the financial security must be reestablished to the level of the amount stated above so that this amount is continued and available until completion of the contract period

## **5. Authorities**

### **5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Natalie Cousineau  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Commercial and Consumer Products Directorate  
6A2, Phase III, Place du Portage  
11 Laurier Street  
Gatineau, Quebec K1A 0S5  
Telephone: (873) 469-3922  
Facsimile: (819) 956-5454  
E-mail address: [natalie.cousineau@pwgsc.gc.ca](mailto:natalie.cousineau@pwgsc.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.

### **5.2 Procurement Authority**

The Procurement Authority for the Contract is:

Name:  
Title: Procurement Officer  
Department: DND  
Address: 101 Colonel By, Ottawa, On, K1A 0K2  
Telephone  
Email:

### **5.3 Technical Authority - DND**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**5.4 Contractor's Representative**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

**6. Payment****6.1 Basis of Payment - Firm Price or Firm Lot Price**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$ (*to be inserted at contract award*). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

**6.2 Limitation of Price**

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

**6.3 Method of Payments**

SACC Manual Clause H1001C (2008-05-12), Multiple Payments

**6.4 SACC Manual Clauses**

C2000C (2007-11-30) Taxes - Foreign-based Contractor (*if applicable*)

**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 following address for certification and payment.

National Defence Headquarters DLP

Attention:  
101 Colonel By Drive  
Ottawa, ON K1A 0K2

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

## 8. Applicable Laws

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

## 9. Certifications

### 9.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation 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.

## 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) Articles of Agreement;
- (b) 2010A (2016-04-04) General Conditions - Goods (Medium Complexity);
- (c) Annex A Statement of Work
- (d) Annex B Retort Pouch Specifications
- (e) Annex C Production and verification samples
- (f) Annex D Assembler verification method
- (g) Annex E Lot Number Listing
- (h) Annex F Production Schedule
- (i) Annex G Contract Deliverables
- (j) Annex H Basis of Payment
- (k) Appendix 1 RFP Technical Evaluation Plan
- (l) Appendix 2 RFP Mandatory Technical Evaluation Criteria
- (m) Appendix 3 Sensory Evaluation
- (n) the Contractor's bid dated (to be completed at award of contract)

## 11. SACC Manual clause

A3060C	2008-05-12	Canadian Content Certification
A9006C	2008-05-12	Defence Contract
D9002C	2007-11-30	Incomplete Assemblies
D6010C	2007-11-30	Palletization
G1005C	2008- 05-12	Insurance

D5510C	2010-01-11	Quality Assurance Authority (DND) - Canadian-based Contractor (if applicable)
D5515C	2010-01-11	Quality Assurance Authority (DND) - Foreign-based and United States Contractor (if applicable)
D5540C	2010-08-16	ISO 9001:2008 Quality Management Systems - Requirements (QAC Q)
D5604C	2008-12-12	Release Documents (DND) - Foreign-based Contractor (if applicable)
D5605C	2010-01-11	Release Documents (DND) - United States-based Contractor (if applicable)
D5606C	2007-11-30	Release Documents (DND) - Canadian-based Contractor (if applicable)

## 12. Release Documents - Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- (a) Copy 1: mail to consignee marked: "Attention: Receipts Officer";
- (b) Copies 2 and 3: with shipment (in a waterproof envelope) to the Consignee;
- (c) Copy 4: to the Contracting Authority;
- d) Copy 5: to  
 National Defence Headquarters  
 Mgen George R. Pearkes Building  
 101 Colonel By Drive  
 Ottawa, ON K1A OK2  
 DLP : Attention:
- (e) Copy 6: to the Quality Assurance Representative;
- (f) Copy 7: to the Contractor;
- (g) Copy 8: all non-Canadian contractors  
 to: DQA/Contract Administration  
 National Defence Headquarters  
 Mgen George R. Pearkes Building  
 101 Colonel By Drive  
 Ottawa, ON K1A OK2  
 E-mail: ContractAdmin.DQA@forces.gc.ca.

## 13. Packing and Markings

**13.1** The manufacturer's batch number, name of the product and number of units per shipping container are clearly identified on each shipping container and must be easily readable once shipping containers are palletized. Shipping containers must be sequentially palletized according to batch numbers

**13.2** If possible, no more than two batch numbers must be on any one pallet.



**13.3** Each shipment must include the Batch Number Listing Form properly completed which provides pallet number with corresponding product batch number, number of cases and total numbers of packets as per Annex D . An electronic version of the Batch Number Listing Form in an Excel spreadsheet format must be submitted to the Assembler (address to be provided) when the shipment leaves the plant.

**13.4** When more than one batch is delivered, the shipment must include the Batch Number Listing form properly completed which provides pallet number with corresponding product codes, number of cases for each code and total numbers of overwraps as per Annex E. When available, an electronic version of the Batch Number Listing Form in an Excel spreadsheet format must be submitted to the Assembler. The electronic version must be submitted by e-mail to the Assembler at Ropack (address to be provided) when the shipment leaves the plant.

**13.5** Shipping container must be as a minimum in accordance with CAN/CGSB 43.22-2001, Standard for Corrugated Fiberboard Products, dated Oct 2001, Class 1, Style 1, C6 and B Flute. The product must be delivered in good condition and must show no evidence of deterioration; and

**13.6** Each shipping containers must have the same number of units.

**13.7** Each shipping container and its contents must not exceed a mass of 11.3 Kg (25 lbs).

**13.8** Unit loads must not exceed forty-six (46) inches high, excluding pallet height. If a supplier cannot meet this requirement an exemption must be requested during the tender period. The demand must include reasons for the exemption request. The PD/PM PMO NCRP will accept or reject the request.

#### **14. Shipping Instructions - Delivery at Destination**

Delivery will be DDP at **Ropack, 7800 Vauban Street, Anjou, Qc, H1N 2N1**. Incoterms 2000.

**15.** Each shipment must be sealed prior to delivery to Ropack. Seals will be removed upon arrival by Ropack's personnel and the transporter.

**16.** All items are to be delivered by road transport and are to be transported in a temperature controlled environment between 7°C to 24°C (45°F to 75°F) to prevent freezing or overheating. If the shipment is not transported in a temperature-controlled environment when it is required, the shipment will be "refused."

## Annex A

### STATEMENT OF WORK

#### RETORT POUCH MEALS FOR INDIVIDUAL MEAL PACKS (IMPs)

#### 1. Objective

This document provides information on the Canadian Armed Forces' (CAF) need to purchase retort pouch meals for the IMPs.

#### 2. Background

Each year, the National Combat Ration Program (NCRP) produces IMPs that are used for training exercises, deployed operations or in emergency situations when the situation does not permit the use of fresh rations. The IMP consists of various food and non-food items packaged in an overwrap bag.

The IMP components, including the retort pouch meals in their cardboard sleeves, are procured from various component suppliers who then ship the components to the Assembler. The Assembler is responsible for inserting all the individual components, including retort pouches in their cardboard sleeves, inside the overwrap. The combat ration assembly process begins in the first days of 2017. All combat ration component contracts state a specific delivery period to ensure timely receipt and inspection of all components. It is the component contractor's responsibility to ensure there is sufficient product to sustain the first assembly period and maintain the assembly line.

#### 3. Acronyms

ANSI/ASQ – American National Standards Institute/American Society for Quality  
 AOAC – Association of Analytical Communities  
 AQL – Acceptable Quality Level  
 CA – Contracting Authority  
 CAF – Canadian Armed Forces  
 CFIA – Canadian Food Inspection Agency  
 CoA – Certificate of Analysis  
 DND – Department of National Defence  
 HACCP – Hazard Analysis Critical Control Point  
 IMP – Individual Meal Pack  
 ISO – International Organization for Standardization  
 NCRP – National Combat Rations Program  
 PA – Procurement Authority  
 PMO – Project Management Office  
 PWGSC – Public Works and Government Services Canada  
 QA – Quality Assurance  
 QAR – Quality Assurance Representative  
 QC – Quality Control  
 RFP – Request for Proposal

#### 4. Requirements

##### 4.1 Scope of Work and Tasks

The Contractor must produce the retort pouches in accordance with the requirements identified in Annex B, ship the retort pouches to the Assembler in accordance with the approved delivery schedule identified in Annex F and Replacement of all Defective Retort Pouches (Annex A, section 5.5).

#### 4.2 Quantities for IMP17

Description	Quantity
Beef Macaroni Macaroni au boeuf Pouch / Sachet de 240g	60 800
Smoked Meat with Mustard Sauce Smoked Meat – sauce moutarde Pouch / Sachet de 200g	30 400
Chili Pouch / Sachet de 240g	30 400
Spaghetti and Meatballs Spaghetti et boulettes de viande Pouch / Sachet de 240g	60 800
Indian Chicken Breast Poitrine de poulet à l'indienne Pouch / Sachet de 240g	30 400
Beef and Vegetable Stew Ragoût de boeuf et légumes Pouch / Sachet de 240g	30 400
Sloppy Joe Pouch / Sachet de 240g	30 400

**Total Number of Retort Pouches:** 273 600

### 5. Constraints

#### 5.1 Quality

Components, including retort pouches, are required for production of an IMP for CAF personnel serving overseas as well as in Canada. To ensure a three-year shelf-life, Contractors are required to subject components to the most rigorous quality control. The Contractor must use all ingredients of the latest production runs except for dry ingredients, which do not deteriorate as rapidly with time. The Contractor must use fruits from the current year crop harvest. The Contractor must seal all retort pouches hermetically and free from grease, dirt, stains, leakage and foreign material. All thermally processed pouches must be manufactured in calendar year 2016 as per Annex B.

The Contractor must supply retort pouches containing the food in the quantities identified in section 4.2 that meets or exceeds the approved Request for Proposal (RFP) (tender) samples.

#### 5.2 Communication

The Contractor must not contact the Assembler except to request pallets and to establish the delivery date of goods during the contract delivery period.

#### 5.3 Tender, Production and Verification Samples

The Contractor must provide tender, production and verification samples in accordance with Appendix 1 and Annex C respectively.

#### **5.4 Assembler's Verification Method**

The Assembler must implement the verification method identified in Annex D.

#### **5.5 Replacement of Defective Product**

As a result of the verification conducted by DND and/or the Assembler, the following replacement actions must apply:

- 5.5.1 When shortfalls and/or packaging deficiencies are identified and reported to DND, the Project Management Office (PMO) NCRP will base the request for replacement of non-conforming goods on an estimated average of missing goods. This measure is applied in order to avoid any delay in the assembly of IMPs. Using this replacement approach protects the Contractor against any cost(s) incurred by Canada resulting from any delay(s) during the assembly of ration packs.
- 5.5.2 If the Assembler is required to perform any additional verification at the Assembler's plant, the manpower cost for the increased workload must be at Contractor's expense.
- 5.5.3 Should any of the shipments/deliveries be returned to the Contractor for inspection, transportation costs must be at the Contractor's expense.
- 5.5.4 Second and subsequent verification of shipments/deliveries to replace defective retort pouches must be at the Contractor's expense.
- 5.5.5 When a deficiency with a component including retort pouches is identified after delivery to the Assembler or after the IMPs are assembled, whether the ration packs are at the Assembler's plant or have been distributed to Bases, the Contractor must be responsible for replacing defective products, and subject to the type of deficiency, may have to replace the entire quantity of retort pouches related to the defective goods. In this instance, the Contractor must be responsible for all associated costs, such as labour costs for additional verification, unpacking/repackaging of meals, disposal of defective product as required, transportation cost to recall distributed defective packs as applicable, and materiel cost for overwrap pouches.
- 5.5.6 When the defect is identified as being throughout the delivered goods and/or cannot be attributed to a specific lot number, the entire production may be returned to the Contractor for replacement.
- 5.5.7 In support of the ration assembly operation, the Contractor must replace, based on the defective product rate obtained from the first assembly period, the extrapolated number of goods necessary to successfully conclude the assembly year. The Contractor must ship replacement goods before the end of the second assembly period of meals containing the product. This date will be provided by the PMO NCRP.

### **6. Final Acceptance of Goods**

In all instances, final approval and acceptance must rest with the PMO NCRP. Where shipments deviate

Solicitation No. - N° de l'invitation

W8486-17SP0A/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

PD036

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

W8486-17SP0A

File No. - N° du dossier

PD036W8486-17SP0A

CCC No./N° CCC - FMS No/ N° VME

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from the requirement of the contract, the PMO NCRP and PA are to be advised through the Contracting Authority (CA).

## **7. Number of Shipments**

The Contractor must make every effort to minimize the number of shipments.

## **8. Lot Number Listing**

The Contractor must provide the Lot Number Listing according to Annex E. This must accompany every shipment of components, including retorts, to the Assembler.

## **9. Production Schedule**

The Contractor must complete and provide the Production Schedule according to Annex F.

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## **Annex B**

### **Specification for Entrees, Fruits and Desserts in Retortable Pouches**

#### **1. Scope**

This specification covers the requirements for entrees, fruits and dessert products in flexible foil laminated pouches for use in the combat ration packs.

#### **2. References**

- 2.1 D-LM-008-036/SF-000 – DND Minimum Requirements for Manufacturer's Standard Pack
- 2.2 ANSI/ASQ Z1.4:2008 – Sampling Procedures and Tables for Inspection by Attributes
- 2.3 CFIA Acts and Regulations
- 2.4 Consumer Packaging and Labelling Act and Regulations
- 2.5 Meat Inspection Act and Regulations
- 2.6 Canada Agriculture Products Act and applicable regulations
- 2.7 Food and Drugs Act and Regulations
- 2.8 Weights and Measures Regulations
- 2.9 CFIA Flexible Retort Pouch Defects Identification and Classification Manual
- 2.10 Data List DL-9690017 – Pack Assembly 10 Individual Meal Packs (IMP)

#### **3. Requirements**

##### **3.1 General Requirements**

The product must be of good quality and characteristic flavour. The products and all material used in its manufacture must be in accordance with the specifications found in section 7 and conform to the references listed above in section 2. Palm oil, monosodium glutamate (MSG) and sulphites must not be used in the production of any pouched product.

The food must be packed and hermetically sealed in foil laminate pouch that is capable of withstanding exposure to a sterilizing temperature of 121°C in water or steam for 30 minutes. Seals and bonding agents must be capable of withstanding pressure fluctuation during thermal processing at a temperature of 121°C. After retort processing, pouches must have a shelf life of 3 years and must be resistant to extremes in climate and humidity while maintaining acceptable food quality.

Pouches must be free from grease, dirt, leakage, adhering food products and foreign material. Pouches sealed twice (double seals) are not acceptable, cosmetic seals are accepted. Thermally reprocessed pouches and pouches reduced in length by trimming of any kind are unacceptable. Pouches must be free of any defect found in reference 2.9.

##### **3.2 Shelf Life Requirements**

Food products must be processed to remain commercially sterile under extreme temperature conditions varying from -46°C to +49°C. Extreme temperatures must not impart impurities to the food.

The Contractor must guarantee a 3 year shelf life on all pouch products and keep the records on

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file for four years.

### 3.3 Retort Pouch Material

The pouch material must have high barrier properties and can be used in retort and autoclave applications with overpressure at cool down. Pouch material must have the following properties:

- a. WVTR ( $\text{g/m}^2\text{-24hrs}$ )  $\leq 0.1$
- b.  $\text{O}_2\text{TR}$  ( $\text{cc/ m}^2\text{-24hrs}$ )  $\leq 0.1$
- c. Heat sealable and sterilizable
- d. Constructed of appropriate material (material must be approved by the Canadian Food Inspection Agency (CFIA))
- e. Resistant to penetration by fats, oils and other food components
- f. Physical strength to resist physical abuse during packing, retorting, storage and distribution (i.e., tearing, pin-holing, fatigue, impact and abrasion)
- g. Absence of solvent residues. Chemically inert polypropylene films require manufacturing catalysts, which must be removed with solvents before the film can be used for foods.
- h. Bonding materials for the laminates must not migrate into the food

The pouch must have an aluminum colour and non-glossy finish. A shiny finish is not acceptable.

### 3.4 Retort Pouch Construction

The pouch must be a preformed three side sealed pouch formed by heat sealing with dimensions shown in Figure 1. The three preformed seals must have a minimum width of  $9.5 \text{ mm} \pm 1.5 \text{ mm}$ . Two sets of tear notches must be evident on both sides of the pouch and must be no deeper than 3.5 mm. The second set of notches must be approximately 4cm lower than the first set of notches. Each set of notches must be either "V" or "U" shaped. The overall size of the retort pouch must be  $199 \text{ mm} \pm 3 \text{ mm}$  long by  $145 \text{ mm} \pm 3 \text{ mm}$  wide.

### 3.5 Retort Pouch Sealing

The retort pouch must be completely sealed by heat or ultrasonic sealing. The width of the closure seal must be a minimum of 3 mm for heat seals or 1 mm for ultrasonic seals. The closure seal must be free of impression or design on the surface that would conceal or impair visual detection of seal defects. The closure seal must be free of wrinkles, sealed matter, or evidence of entrapped moisture or grease that reduces the closure seal width to less than 3 mm at any location for heat seals or reduces the closure seal width to less than 1.0 mm for ultrasonic seals. The closure seal must be located no more than 30 mm from the end of the pouch and not within 5 mm of the notch on the sides of the pouch. The closure seal must run parallel to the top edge of the pouch. Cosmetic seals are permitted.

### 3.6 CAF Code

All meals must be labelled with the CAF code for recall and traceability purposes. The CAF code must be a numeric code composed in the following manner:

- a. The first two digits must be the last two digits of the year (2015 will be 15).
- b. The next three digits must represent the Julian date (June 1st is 152).
- c. The last two digits must represent the retort load.

If the companies need to add additional information to the code, they can print more letter or numbers providing there is a space after the CAF code. As an example, 15152 04 B7 would represent the year 2015, June 1<sup>st</sup>, and retort load 04. B7 is an example of additional information that the company may wish to add for their own records.

### **3.7 Retort Pouch Labelling**

All retort pouches must be marked with the establishment number, the CAF code and the bilingual name of the entrée, fruit or dessert in the pouch. The bilingual names and approved abbreviations will be provided in section 7.

The printed CAF code on the pouch must be the same as the one printed on the paperboard boxes. The markings on the pouch must be made with food grade ink non-soluble in boiling water.

See Figure 1 for retort pouch layout and heating instructions. All printing must be reverse printed on the outside film of each pouch.

### **3.8 Retort Pouch Paperboard Boxes**

The paperboard boxes for the retort pouches must be 0.020" (0.46mm) minimum. Dimensions and markings must be in accordance with Drawing 8890127-1 and 8890127-2 (Fruit/Entrée Boxes). The bond strength of the end flaps must be equal to that of the paperboard box manufacturer's joint. The paperboard boxes must indicate the French and English name of the product it contains.

A bilingual list of ingredients and a bilingual Nutritional Facts table according to reference 2.4 must be printed on each paperboard box as well as the establishment number and CAF code. The nutritional facts table must be for an individual serving (one retort pouch) of the finished, cooked product. Before the paperboard boxes are printed, a draft label must be sent to the PMO NCRP for approval.

### **3.9 Workmanship**

Workmanship must be of a quality consistent with good commercial practice for the type of product and must be satisfactory to the PMO NCRP.

## **4. Quality Assurance Provisions**

The Contractor is responsible for the performance of all inspection requirements specified herein and may utilize his own or any other facilities acceptable to the QAR. The Contractor must maintain records of all inspections performed and must make these records available to the QAR for a minimum of four years. The QAR has the right to perform any inspections considered necessary to ensure that supplies and services conform to specified requirements.

### **4.1 Incubation by Contractor**

As a minimum, the Contractor must incubate one sample from each retort basket for 10 days at a constant temperature of 37°C ± 1°C. At the end of the 10 day incubation, and prior to shipping, the entire lot must be checked for leaking or bloated pouches and faulty seals. If any faults are found in the pouches, it must be reported to the PMO NCRP immediately. Any lot having one or more defective pouches must be held until further direction from the PMO NCRP.



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The PMO NCRP will rely on the Contractor's 10 day incubation test results for the safety of the samples. Should the Contractor identify any health hazards with an item, the company must inform the PMO NCRP immediately.

#### **4.2 Review by the QAR**

The Contractor's manufacturing and processing records and documentation must be made available for surveillance. At the discretion of the QAR, a lack of information or incomplete data may be cause for rejecting a lot.

#### **4.3 Production Samples**

Fifteen production samples of all contracted items must be selected and submitted to the PMO NCRP for evaluation. The Contractor must notify the QAR five days in advance of the first production batch to enable the QAR to be present on that day to evaluate and select the first production samples. Production samples must be the product of the first production batch of each menu and must be comparable or better than the approved tender samples.

The Contractor must ship the production samples at their own expense to arrive at the PMO NCRP three (3) days from the first day of production. A certificate of conformity must be emailed to the PMO NCRP stating that the product is of the same quality and is fully comparable to the approved tender samples. If there are noticeable deviations from the approved tender samples, the Contractor must mention it in this certificate along with the appropriate justification.

#### **4.4 Verification Samples**

The QAR must select verification samples within three days of the last date of production. Selected samples must be shipped and prepaid by the Contractor to arrive at the PMO NCRP no later than three days after selection of the samples.

The QAR will select samples at random from the production of each type of product at the frequency specified at Table 1 for testing and for comparison to the approved tender sample and drained weights. Samples will be rejected if they compare unfavorably with the approved tender sample.

#### **4.5 Drained Weights Sampling Plan**

All lots selected as verification sample for the PMO NCRP must also be used by the Contractor for drained weights. The sampling plan must be in accordance with ANSI/ASQ Z1.4-2008. The inspection level must be Single Sampling Plan at Special Inspection S-1 and the AQL must be 4.0. Each individual menu item must begin at normal inspection and follow switching procedure detailed in ANSI/ASQ Z1.4-2008. Failure to comply with the drained weight requirements outlined in the specification may result in rejection of the lot.

#### **4.6 Pouch Defects**

After retorting, the pouches must be free of serious defects which could be detrimental to the integrity of the product. Refer to reference 2.9 above for a list of serious defects which are not permitted. A serious defect will be cause for rejection of the finished product.

#### **4.7 Letters of No Objection**

A Letter of No Objection from the Bureau of Chemical Safety, Health Products & Food Branch of Health Canada is required stating that all pouch materials (films, adhesives and coatings) meet the requirements of the Food and Drugs Act and Regulations Division 23 respecting the chemical safety of food packaging materials.

A Letter of No Objection from the Bureau of Chemical Safety, Health Products & Food Branch of Health Canada attesting to the safety of the ink used must be provided for each year of production. If the ink composition used has not changed since the last contract, the letter for that contract can be submitted and considered acceptable at the discretion of the PMO NCRP.

#### **4.8 Post Retort Burst Test Criteria – Retort Pouch**

Every retort batch must be identified as a lot. Samples must be selected from each lot in accordance with reference 2.2 to perform internal burst strength tests. The inspection level must be S-3 and the AQL must not exceed 1.5. If the lot size is less than 16, 20% of the lot must be sampled for each test.

##### *4.8.1 Internal Burst Strength Test*

When tested by applying pressure at an approximate rate of 10kPa per second to a total of 105 kPa, each pouch must be capable of holding an internal minimum pressure of 105 kPa for 30 seconds. Any failure may result in rejection of the lot.

The sampling and testing requirements outlined above are minimum requirements only. At the discretion of the Contractor, additional quality control procedures may be conducted to ensure the integrity of the pouches and contents for a period of not less than 3 years, under a variety of extreme climatic conditions.

### **5. Production Runs**

The Contractor must make every effort to have continuous production runs. When there are split runs, first production samples may be requested and must be shipped to the PMO NCRP for each additional start up. The PMO NCRP must be notified of all split runs if they are not indicated on the production schedule.

### **6. Delivery**

When product is being packed for delivery, the finished product must be packed flat, not on edge in the shipping container.

The product must be delivered on time in accordance with the delivery schedule specified in this contract. The product must be in good condition and show no signs of deterioration. The product must be delivered to the Assembler in a temperature controlled truck (4°C - 25°C) and must arrive at the Assembler's in a security sealed truck.

### **7. Meat, Fruit and Dessert Specifications**

#### **7.1 General Requirements for Main Meals**

7.1.1 All weights indicated in the items' description are post-retort.

- 
- 7.1.2 The meat drained weights indicated in the items' descriptions exclude the visible fat.
- 7.1.3 For tomatoes and tomato paste used in the preparation of the meals, mould filaments must not appear in more than 25% of the microscopic field when examined by the Howard Method (AOAC Method 44.209). When requested, the certificates of analysis performed on the raw ingredients of tomatoes and tomato paste must be provided.
- 7.1.4 Only food components retained on a size-20 sieve must be weighed.
- 7.1.5 Pasta must be manufactured from Durum wheat.
- 7.1.6 All meat used in the preparation of retort meals must comply with CFIA's Wholesale Meat Specification Document.
- 7.1.7 Chicken breast used in the preparation of meals must comply with CFIA's Chicken Wholesale Nomenclature, Chicken – Boneless split breast without rib meat (70704-21). Boiling fowl is not acceptable.
- 7.1.8 Ground beef must comply with CFIA's Beef Wholesale Nomenclature, Item No. 136. The ground beef used in the preparation of retort meals must not contain more than 17% fat.
- 7.1.9 The meat must come from boneless muscle tissue (not cut-up, chopped, ground, massaged or pressed), free from bone, gristle and visible fat. Only lean meat must be used.
- 7.1.10 Each retort meal must have a minimum protein content of 20 grams.

## **7.2 Main Meal Descriptions**

### **7.2.1 Beef and Vegetable Stew / Ragoût de bœuf et légumes**

The beef and vegetable stew must contain beef in identifiable 12 to 20 mm cubes. The stew must also contain potatoes, peas and carrots in the approximate ratio of 6:1:3 by weight respectively plus onions, celery and other suitable seasonings. The gravy must be characteristic brown beef gravy.

Minimum drained weights:

Beef: 60g

Vegetables (Potatoes, peas and carrots): 50g

Average net weight: 240g

### **7.2.2 Indian Chicken Breast / Poitrine de poulet à l'indienne**

Indian Chicken must be prepared from a solid piece of chicken breast. The chicken must be in a curry flavored tomato sauce (curry, herbs, spices) containing chunks of tomatoes of approximately ¼ to ½ inch, slivered almonds and identifiable pieces of currants, onion, green peppers and red peppers in the approximate ratio of 1:3:1:1 by weight respectively.

**Minimum Drained Weights:**

Chicken: 80g

Tomato: 40g

Slivered Almonds: 5g

Currants, onion, green and red pepper: 20g

Net Weight: 240g

**7.2.3 Chili**

Chili must consist of ground beef, kidney beans (firm, not over-cooked) and tomato sauce with green pepper and appropriate seasonings and spices to make the mixture medium to hot.

**Minimum Drained Weights:**

Ground Beef: 60g

Beans: 60g

Average net weight of finished product: 240g

**7.2.4 Spaghetti and Meatballs / Spaghetti et boulettes de viande**

Spaghetti and meatballs must be prepared from spaghetti noodles and contain 7 to 8 meatballs composed of ground beef with appropriate binder. The tomato sauce must contain appropriate Italian seasonings and spices.

**Minimum Drained Weights:**

Meatballs: 75g

Average net weight of finished product: 240 g

**7.2.5 Beef Macaroni / Macaroni au boeuf**

Beef Macaroni must be prepared from small elbow macaroni in a tomato and ground beef meat sauce with appropriate seasonings.

**Minimum Drained Weights:**

Beef: 60g

Pasta: 70 g

Average net weight of finished product: 240 g

**7.2.6 Smoked Meat with Mustard Sauce / Smoked Meat – sauce moutarde**

The Smoked Meat with Mustard Sauce beef must be thinly sliced and smoked. Beef used in the preparation of smoked meat must comply with Item No. 120 – Beef Brisket, Deckle-Off, Boneless of CFIA's Beef Wholesale Nomenclature. The smoked meat must be accompanied with creamy yellowish mustard sauce seasoned with appropriate spices.

**Minimum Drained Weights**

Beef: 100g

The average net weight of the finished product: 200g

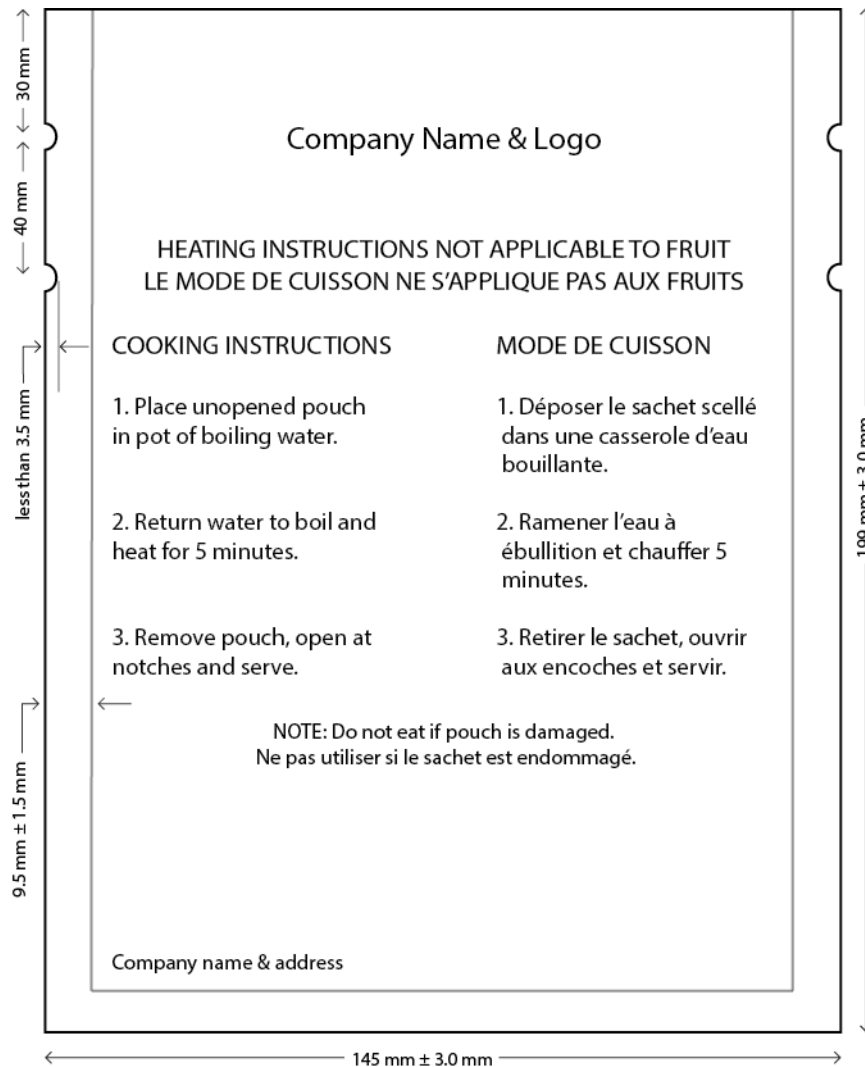
**7.2.7 Sloppy Joe**

The Sloppy Joe filling must consists of ground beef in a tomato based sauce with identifiable pieces of red and green bell peppers and chopped onions. Must have characteristic sloppy joe flavour.

**Minimum Drained Weights**

Ground Beef and Vegetables: 100g

The average net weight of the finished product: 240g



**Figure 1 – Retort Pouch – Not to Scale**

**Table 1 – Verification Samples – Sampling Plan**

<b>Number of Lots</b>	<b>Number of Lots Sampled</b>
<b>1</b>	<b>1</b>
<b>2</b>	<b>2</b>
<b>3 – 15</b>	<b>3</b>
<b>16 – 25</b>	<b>4</b>
<b>26 – 40</b>	<b>5</b>
<b>41 – 65</b>	<b>7</b>
<b>66 – 110</b>	<b>10</b>
<b>111 – 180</b>	<b>15</b>
<b>181 – 300</b>	<b>25</b>
<b>301 – 500</b>	<b>30</b>
<b>501 – 800</b>	<b>35</b>
<b>801 – 1 300</b>	<b>50</b>
<b>1 301 – 3 000</b>	<b>75</b>
<b>3 001 – 8 000</b>	<b>110</b>

## Annex C

### PRODUCTION AND VERIFICATION SAMPLES (After contract award)

#### 1. Production Samples

- 1.1 The Contractor must ensure that the items identified in section 4.2 of Annex A, produced/packaged in a retort pouch during full or partial production run(s) are identical to the tender samples. The Contractor may use their own internal QA process to conduct their internal verification. During production, the Contractor is responsible for determining the frequency of testing to ensure consistent production quality. The Contractor must submit 15 first production samples to the PMO NCRP. The PMO NCRP will evaluate the production samples against the tender samples to ensure that the production samples are as good as or better than the tender samples. Details of DND's production sample verification method are detailed in section 5 below.
- 1.2 Production runs and samples to be collected:
  - 1.2.1 The Contractor must make every effort to have a single, continuous production run. When there are split runs, production samples for each first production lot may be requested and must be shipped to the PMO NCRP. The PMO NCRP must be notified of all split runs if not indicated in Annex F, Production Schedule.
  - 1.2.2 The Contractor must collect production samples in accordance with Annex B Specification for Entrees, Fruits and Desserts in Retortable Pouches, section 4.3. Samples will be evaluated as indicated in section 8 of this annex.
- 1.3 The Contractor must ship the production samples to the following location accompanied by a letter of compliance which must indicate if additional productions are required. The cost of shipping production samples is at the Contractor's expense. Upon receipt, samples will become DND property and will not be returned to the contractor.

National Defence Headquarters  
PMO NCRP Evaluation Centre (LSTL Building)  
465 Industrial Avenue  
Ottawa, ON  
K1G 0Z1

*C/O: To be indicated when contract is awarded.*

Important: The Contractor must send the production samples within **three (3) days** of beginning of production.

#### 2. Production Evaluation

As a minimum, at the beginning of the production, the Contractor must pull samples, compare them to the tender samples to ensure consistency, and keep meaningful records of the evaluation.

#### 3. Changes from the Approved Tender Samples

If any changes from the approved tender samples must be made (change of raw material, change of supplier of the raw material etc.), the Contractor must provide all details of such change accompanied by proper substantiation and new tender samples to the PMO NCRP for evaluation. Authorization must be obtained prior to commencement of production. If production is already under way, it is at the Contractor's own risk.

#### 4. The Contractor Must:

- 4.1 Provide with each delivery of first production lot samples, a certificate stating that product is of the same quality (equal or better) and is fully comparable to the approved tender samples. The Contractor must report any differences between the tender sample and the production and must indicate if additional production runs are required.
- 4.2 Provide electronically in Word format the bilingual list of ingredients and the nutrition information within three (3) days of the start of production for each item contracted. The information must be sent to: **To be indicated when contract is awarded.**
- 4.3 Provide the results for the nutritional analysis of the following micro and macro nutrients for each menu item. Analysis must be performed by an accredited lab.

Energy content (Atwater) (Kcal)  
 Carbohydrate (g) and Sugar (g)  
 Fat (g) (Trans Fat (g), Saturated Fat (g) and Cholesterol (mg))  
 Protein (g)  
 Fiber (g)  
 Vitamin A (µg)  
 Thiamin (mg)  
 Vitamin B<sub>6</sub> (mg)  
 Vitamin B<sub>12</sub> (µg)  
 Folate (µg)  
 Vitamin C (mg)  
 Vitamin D (µg)  
 Calcium (mg)  
 Zinc (mg)  
 Iron (mg)  
 Magnesium (mg)  
 Potassium (mg)  
 Sodium (mg)

The information requested above must be provided within one month of end of production to PMO NCRP at: **To be indicated when contract is awarded.**

Previous nutritional analysis reports will be acceptable provided that:

1. The reports are dated;
2. The formulation has not changed;
3. The report is not older than five (5) years.

#### 5. DND's Production Sample Evaluation Method

PMO NCRP personnel will evaluate production samples by conducting a comparative sensory evaluation to the approved tender samples to ensure they meet the Specification for Entrees, Fruits and Desserts in



Retortable Pouches and the descriptions indicated at section 7 of Annex B. Results will be registered and will form the basis for production sample acceptance. If the production samples are determined not acceptable, PMO NCRP will provide the results to the QAR and to the Contractor. The appropriate course of action will be determined by the severity of the non-conformance.

## 6. Verification Samples

### 6.1 Samples to be collected

The Contractor must collect the verification samples in accordance with section 4.4 of Annex B, Specification for Entrees, Fruits and Desserts in Retortable Pouches. The samples will be evaluated as per section 8 of this annex. Samples must be submitted to the following address:

National Defence Headquarters  
PMO NCRP Evaluation Centre (LSTL Building)  
465 Industrial Avenue  
Ottawa, ON  
K1G 0Z1

*C/O: To be indicated when contract is awarded.*

6.2 Verification samples are DND's tool used to spot-check the production being procured. The cost of shipping verification samples is at the Contractor's expense. Upon receipt, samples will become DND property and will not be returned to Contractor.

6.3 Verification samples must be sent within **three (3) days** of end of production for each item.

## 7. The Contractor must:

7.1 provide with each delivery of verification samples, a certificate stating that the product is of the same quality, or better, and is fully comparable to the approved tender samples. If there are differences between the tender sample and the production, the Contractor must report them.

7.2 provide a list of the lots selected for the verification samples and send to the PMO NCRP.

## 8. DND's Verification Sample Evaluation Method

PMO NCRP personnel will evaluate the verification samples by comparing them to the approved tender samples and will also perform drained weights on the products to ensure the component weights meet the specifications and descriptions indicated in section 7 of Annex B. Results will be registered and will form the basis for product acceptance. The QAR will be informed of the results and will be authorized to release product for shipment or withhold the shipment if product is unacceptable. If product is unacceptable, the appropriate course of action will be determined by the severity of the non-conformance.

## 9. Defective Product Evaluation Process

9.1 This section describes the verification method used by PMO NCRP Evaluation Centre during the evaluation of an identified defective product. When PMO NCRP personnel identifies a lot and/or a product as failing or being borderline on any of the criteria of appearance, texture, aroma/flavour or any combination of the criteria, the PMO NCRP will initiate one or several of

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the following measures according to the severity of the defect:

- 9.1.1 The defective product may be quarantined; and/or
- 9.1.2 The defective lot may be rejected or investigated further; and/or
- 9.1.3 The Contractor could be asked to investigate adjacent lots until acceptable product is obtained. The PMO NCRP could ask for samples of Contractor's declared acceptable product for verification; and/or
- 9.1.4 The PMO NCRP could request samples from lots declared acceptable by the Contractor in order to conduct verification.
- 9.1.5 Two members from PMO NCRP may evaluate any defective lot/product and/or adjacent lots.
- 9.2 When the PMO NCRP evaluation identifies an inconsistency in quality among the production, the entire produced quantity could be rejected and any further investigation will be ceased. To determine if a lot is acceptable or not, the ANSI/ASQ Z1.4-2008 will be used. The inspection level and sample size used will depend on the type of defect.
  - 9.2.1 Critical Defect: A defect which would render the item uneatable in the field or one that could cause illness if consumed. (Bloated pouch, leaking seal, physical contaminant, etc.)
  - 9.2.2 Minor Defect: A defect that will not affect the usability of the item but varies from the approved pre-production sample. (Drained weight, printing error, labelling error, etc.)
- 9.3 Defects will be evaluated using a single sampling plan with an S-4 inspection level and the acceptable quality level (AQL) will be 1.5 for critical defects and 4.0 for minor defects, as per ANSI/ASQ Z1.4-2008.
- 9.4 A lot that fails the ANSI/ASQ Z1.4-2008 inspection will result in either the rejection of the sampled lot or a 100% inspection/rework of the affected lot. When lots are rejected, new product replacements will be required and the Contractor will provide instructions on the disposal of the rejected lots.

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## **Annex D**

### **ASSEMBLER'S VERIFICATION METHOD**

This annex describes the verification method used at the Assembler's plant. The Assembler will be responsible for the components received including retort pouches, but is not responsible for the quality of the food inside the retort pouch. Therefore, in addition to any verification performed before delivery and as indicated in the assembly contract, the Assembler will check all received goods. To ensure that delivered retort pouches are satisfactory, the verification will include a physical count, as well as a visual inspection of the items received, which will be performed as follows:

#### **1. Verification**

The Assembler must randomly select samples from incoming goods. The routine sampling size will be at least one case per pallet. Cases sampled must be opened and the contents removed. Samples must be inspected for the following:

- 1.1 The number of items per case matches the quantity marked on the case;
- 1.2 The cardboard sleeve is clean and free of defects;
- 1.3 The retort pouches have not leaked or are not bloated and do not display any major defects such as dark spots.
- 1.4 The lot number is on the cardboard sleeve and matches the lot number printed on the pouch and the shipping case; and
- 1.5 The lot number printed on the shipping case matches the number written on the Lot Number Listing Form.

#### **2. Verification Results**

Verification results must be interpreted as follows:

- 2.1 if there are no non-conformances identified, and if the number of units per case is equal or greater than the quantity ordered there will be no further verification by the Assembler;
- 2.2 If a non-conformance is detected and/or if the number of units per case is less than the quantity ordered, the sampling size for verification will increase to 2% in order to verify the extent of the problem. Any sampling greater than 2% will require approval by the PMO NCRP.
- 2.3 In some cases, acceptability of a lot may be determined by using the ANSI/ASQ Z1.4-2008 sampling procedures. See Annex C, section 9.2.

#### **3. Corrective Measures**

As a result of the Assembler verification, the following actions will apply:

- 3.1 When shortfalls and/or packaging deficiencies are identified and reported to the PMO NCRP the request for replacement of non-conforming goods will be based on an estimated average of missing goods. This measure is applied in order to avoid any delay in the assembly of

- 
- IMPs. Using this replacement approach protects the Contractor against any cost(s) incurred by Canada resulting from any delay(s) during the assembly of ration packs.
- 3.2 When a problem is identified during verification of delivered goods, and there is a need for additional verification which exceeds 2% of the shipment, the manpower cost for the increased workload must be at the Contractor's expense if the verification is performed by the Assembler. Should the shipment be returned to the Contractor for inspection, transportation costs will be at the Contractor's expense. The Contractor will be informed of the problem, and his choice of additional inspection will be requested before additional verification begins at the Assembler's plant.
- 3.3 When a problem with a component including retort pouches is identified after the meals are assembled, whether the ration packs are at the Assembler's plant or have been distributed to Bases, the Contractor must replace defective products, and subject to the type of deficiency, may have to replace the entire production of defective goods. In this instance, the Contractor must be responsible for all associated costs, such as labour costs for additional verification, unpacking/repackaging of meals, disposal of defective components including retort pouches as required, transportation cost to recall distributed defective packs as applicable, and material cost for overwrap pouches.
- 3.4 When the defect level is high and/or the defect is identified as being throughout the delivered goods and/or cannot be attributed to a specific lot number, the entire delivery may be returned to the Contractor for replacement at the Contractor's expense.

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## Annex E

### LOT NUMBER LISTING / LISTE DE NUMÉROS DE LOTS

**DESCRIPTION:**

ENTRÉE \_\_\_\_\_ 1 CASE = \_\_\_\_\_ POUCHES

DESSERT \_\_\_\_\_ 1 CAISSE = \_\_\_\_\_ SACHETS

Pallet No. No. De palette	Lot Numbers No. de lots	Number of cases (complete cases) Nombre de caisses (caisses complètes)	Number of Pouches (incomplete cases) Nombre de sachets (caisses incomplètes)	Total Number of Pouches per Pallet Nombre total de sachets/palette	Grand Total of Pouches per Pallet Grand total de sachets/palette

Form must be 8-1/2" x 11" in size, with lot numbers indicated in sequential order and forwarded with applicable shipment.

### Annex F PRODUCTION SCHEDULE (SAMPLE)

Production	Incubation	Packing Inspection Emballage	Delivery Date(s)/Date de Livraison
------------	------------	---------------------------------	--

Product Produit	QTY QTE	Days Jours	From De	To À	From De	To À	From De	To À	
Example Chili	114,000	3	21 Jul	24 Jul	22-24 Jul	21-23 Aug	24 Aug	28 Aug	

Month must be in letter format (July 16) versus numeric format (16.07).

#### Delivery Schedule

1 <sup>st</sup> Delivery Period	TBD	30%
2 <sup>nd</sup> Delivery Period	TBD	45%
3 <sup>rd</sup> Delivery Period	TBD	25%

**All deliveries must be completed by December 31, 2016.** This schedule can be modified. The Bidder must indicate the desired changes in the Bid Package in order for approval to be granted by PD/PM PMO NCRP.

### Annex G CONTRACT DELIVERABLES

	What	Details	When
1.	<b>Production Schedule</b>	- Production Schedule (Annex F).	10 (ten) days after contract award
2.	<b>List of Ingredients</b>	- Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the CFIA's Core Labelling Requirements.	Within 3 (three) days of start of production for each contracted item.
3.	<b>Nutritional Information</b>	- Must be bilingual - Must meet the Food and Drug Act and Regulations - Must be provided in accordance with the CFIA's Core Labelling Requirements.	Within 3 (three) days of start of production for each contracted item.
4.	<b>Nutritional Analysis</b>	- CoA performed by an accredited lab for the micro and macro nutrients indicated in Annex C, para. 4.3 - Previous nutritional analysis reports will be acceptable provided that: 1. the reports are dated; 2. the recipe has not changed; 3. The reports are not older than five years.	Within 1 (one) month of completion of production
5.	<b>15 Production Samples</b>	- According to Annex C. - Accompanied by a certificate stating that the samples are the same quality or better than the approved tender samples.	Within 3 (three) days of start of production for each contracted item.
6.	<b>Verification Samples</b>	- According to Annex C.	Within 3 (three) days of start of production for each contracted item.
7.	<b>Lot Number Listing</b>	- Lot Number Listing Form (Annex E).	Shipped with each production delivery to Assembler.
8.	<b>Pre-printed cardboard sleeves</b>	- A clearly marked shipping container containing 50 knocked down pre-printed cardboard sleeves for each menu	Must be included with first shipment of food products to the assembler
9.	<b>Draft Label</b>	- A draft label must be sent for each menu item before production commences. - Draft label must be authorized by the PMO NCRP.	One (1) month after contract award.
10.	<b>Invoicing</b>	- Invoices must be sent following deliveries to Assembler and must be accompanied by DND Quality Assurance Form (CF1280) (Contract Clause D5540C).	After delivery

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11.	<b>Components Including Retort pouches</b>	- Components including retort pouches must be delivered as per contractual standards, quality, quantity (Annex A) and production schedule (Annex F).	As per approved schedule
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**Annex H  
Basis of Payment**

**ANNEX H BASIS OF PAYMENT** (excel copy available upon request at [natalie.cousineau@pwgsc-tpsgc.gc.ca](mailto:natalie.cousineau@pwgsc-tpsgc.gc.ca))

Instructions: Only fill in pink column

Item No	Description	Quantity	Firm Price	Total
1	Beef Macaroni (pouch 240g)	60 800		
2	Smoke Meat with Mustard Sauce (pouch 200g)	30 400		
3	Chili (pouch 240g)	30 400		
4	Spaghetti and Meatballs (pouch 240g)	60 800		
5	Indian Chicken breast (pouch 240g)	30 400		
6	Beef and Vegetable Stew (pouch 240g)	30 400		
7	Sloppy Joe (pouch 240g)	30 400		



## **Appendix 1**

### **TENDER TECHNICAL EVALUATION PLAN**

#### **1. Required at Bid Closing**

- 1.1 Thirty (30) pouches of each item from the same lot number must be submitted for evaluation. These samples must have the production code printed on each pouch as well as the product name printed on each tender sample retort pouch and cardboard sleeve.
- 1.2 A statement indicating that incubation has been completed in accordance with the CFIA's requirement, which requires that a random sample of a minimum of one pouch per retort basket of each menu item must be incubated for 10 days at 37°C.
- 1.3 A certificate from the packaging material supplier or an independent laboratory report indicating that the packaging material meets the quad pouch requirements described in Annex B. If there is no change in the packaging material and/or the packaging material supplier, the same certificate is valid for five (5) years.
- 1.4 Letters of No Objection from the Bureau of Chemical Safety, Health Products and Food Branch of Health Canada attesting to the safety of the pouch material and ink composition, as per section 4.7 of Annex B.
- 1.5 A statement indicating that each menu item complies with all requirements of all applicable specifications and/or descriptions.
- 1.6 An example of the nutrition information printed on the cardboard sleeve. The nutrition information must be in accordance with the requirements indicated in section 3.8 of Annex B.
- 1.7 A list providing the following information on raw material used in the making of tender samples and during production, except for the salmon:
  - 1.7.1 The brand name and type of fruit (canned or frozen) used in retort pouches;
  - 1.7.2 Apple's variety used for the sliced apples menu in retort pouches;
  - 1.7.3 The fruit and meat supplier's name;
  - 1.7.4 The cut of meat used in any meat/chicken products, including ground beef, when specific cuts are not stated in the specification.
- 1.8 A list indicating information below related to raw material used in the production of tender and 1<sup>st</sup> production sample for the production of salmon samples:
  - 1.8.1 The name of the fish supplier, the name of the retort company and the colour of the salmon according to the colour guide from the Alaskan Seafood Marketing Institute for Keta Salmon.
  - 1.8.2 Variety and type of salmon (farmed or wild).

- 
- 1.8.3 At the time of tender, the bidders must indicate the frequency at which an additional piece of salmon will be added.
  - 1.8.4 The tender samples must be the same variety and type as the fish used for the production.
  - 1.9 A statement stating:
    - 1.9.1 The quantity of pouches per shipping container.
    - 1.9.2 The name of the Contractor's Representative and the alternate.
    - 1.9.3 The production code interpretation.
  - 1.10 Bidders must ship the tender samples to the location indicated below. The shipment must be accompanied by a certification letter. The cost of shipping samples is at the Bidder's expense. Upon receipt, samples will become DND property and will not be returned to the Bidder.
 

National Defence Headquarters  
PMO NCRP Evaluation Centre (LSTL Building)  
465 Industrial Avenue  
Ottawa, ON  
K1G 0Z1

C/O: Ann Delaney, Julie Brooks & Megan Buchanan

- 2. **When the submission of a second set of tender samples is required, the bidder must again submit with all the above information requested.**

### 3. **Tender Samples Evaluation Method**

#### 3.1 **Part I:**

- 3.1.1 Technical mandatory requirements identified in this appendix are evaluated on simple pass/fail basis. The treatment of mandatory requirements is stringent. The Bidder's proposal will address the mandatory requirements specified herein. Proposals not meeting all the mandatory requirements must not be given further consideration.

#### 3.2 **Part II:**

If the bid complies with all the Part I mandatory evaluation criteria indicated in Appendix 2, a sensory evaluation session will be conducted.

##### 3.2.1 **Organoleptic Evaluation Session**

Each year the PMO NCRP requests military volunteers to participate in the sensory evaluation of tender samples. Panelists are therefore staff members working at the Louis St Laurent Building, where the Evaluation Centre is located.

##### 3.2.2 **Choice of Test Methodology and Required Score**

The purpose of the test is to establish the acceptance of tender samples for the IMPs by the users. Therefore, the methodology used for this evaluation is a consumer panel where there is no requirement to choose a preferred sample but where each panelist indicates the degree of liking of a sample. To collect the necessary information a questionnaire is used, which includes a nine point Hedonic scale ranging from 1 to 9. The average is computed, and the passing score is 6 for each criterion: appearance, texture, aroma/flavour and global acceptance. Samples which do not receive a passing score of 6 will fail the evaluation. The winning bid will be determined from the samples that receive a passing score of 6 or more.

### 3.2.3 Conduct of Taste Panels/Retention of RFP (Tender) Samples

A minimum of twelve volunteers are asked to evaluate up to ten products per sitting. At the beginning, the evaluators are given a short briefing explaining the goal and procedures of the evaluation session. The evaluators are not informed of the name of the bidders. Tender samples are evaluated for their appearance/aroma, texture, flavour and global acceptance. A scale and descriptors are used to assist the panelist in their evaluation. Participants can also provide general comments on their evaluation form. Once a Contract is awarded, approved tender samples are retained and distributed to appropriate personnel who are responsible for conducting the comparison between the approved tender sample and the production end product.

## 4. Contractor selection methodology

The winning bidder will be selected as **Highest Compliant Combined Rating of Technical Merit (60%) and Price (40%) - Best Value Determination**. The bidders who successfully pass Part I (Mandatory Technical Criteria) and Part II (Sensory Evaluation) will be considered for the selection of the winning bid. Using the method mentioned above, price is given a rating value which is included in the total calculation of the point rated score. 60% of the points will be awarded to the sensory evaluation score and 40% of the points to the cost proposal.

Example of Best Value Determination			
Highest Combined Rating Technical Merit (60%) and Price (40%)			
Bidder	Bidder 1	Bidder 2	Bidder 3
Technical Points (Sensory Evaluation)	335	288	351
Price Quoted	\$4.75	\$4.25	\$5.00
Calculations	Technical Points	Price Points	Total Points
Bidder 1	$335/432 \times 60 = 46.5$	$4.25/4.75 \times 40 = 35.8$	82.3
Bidder 2	$288/432 \times 60 = 40$	$4.25/4.25 \times 40 = 40.0$	80.0
Bidder 3	$351/432 \times 60 = 48.8$	$4.25/5.00 \times 40 = 34.0$	82.8

The total maximum score is 432 points.

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**Appendix 2**  
**RFP MANDATORY TECHNICAL EVALUATION CRITERIA**

**Part 1: Mandatory Criteria**

Mandatory Criteria at Bid Closing			
	Criteria The bidder must provide the following:	Comments	Pass Fail
1.	Thirty (30) tender samples from the same lot must be submitted.	Shipping fees are at bidder's expense; samples will become DND's property and will not be returned. Must have production code printed on each pouch as well as the product name printed on each pouch and sleeve.	
2.	A statement indicating the 10 day incubation has been completed.	One random pouch from each retort basket must be incubated at 37°C for 10 days as per CFIA requirements.	
3.	Packaging material certificate from packaging supplier or independent laboratory.	Must show that the packaging meets the quad pouch requirements described in Annex B.	
4.	Letters of No Objection	Must be in accordance with section 4.7, Annex B.	
5.	A statement indicating that each menu item complies with all requirements of all specifications.	Specifications for individual menu items can be found in Annex B.	
6.	A draft of the nutrition information printed of the cardboard sleeve.	Must be in accordance with requirements listed in section 3.8, Annex B.	
7.	A list providing information on raw material used in the making of tender samples and during production for all items except salmon.	Information required: - Brand name and type of fruit (canned or frozen) - Fruit and meat supplier's name - The cut of meat used in any meat/chicken products including ground beef when specific cuts are not stated in the specification.	
8.	A statement indicating the number of packets per shipping container.	Must indicate number of packets/shipping container at time of production.	
9.	A statement indicating the production code interpretation.	Only applicable if the CAF production code is not used.	
10.	The Bidder's representative and alternate representative.	Include contact information for the representative and alternate.	

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## **PART II: Sensory Evaluation**

CRITERIA	AVERAGE	PASS	FAIL
Appearance			
Texture			
Flavour			
Overall			

### **Total points for sensory evaluation:**

The bidder is:   compliant           non-compliant.

The bidder is non-compliant for the following reason(s):

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### Appendix 3

## SENSORY EVALUATION: HEDONIC SCALES

### RFP (TENDER) SAMPLE PRODUCT TASTING QUESTIONNAIRE QUESTIONNAIRE D'ÉVALUATION DES PRODUITS DE SOUMISSION POUR LES RIC

For evaluation accuracy, please do not communicate with other tasters prior to completing tasting.

Afin d'obtenir une juste évaluation, veuillez ne pas communiquer avec les autres évaluateurs, avant de compléter votre évaluation.

Product/Produit: \_\_\_\_\_

Name/Nom: \_\_\_\_\_

Your opinion is important and has a bearing on whether or not this product will be included in Individual Meal Packs.

Votre opinion est importante et déterminera si oui ou non ce produit sera inclus dans les rations individuelles de combat.

Please taste this sample and circle the appropriate rating number / S'il vous plaît, goûtez à cet échantillon et encerclez la note appropriée

#### Pre-disposition / Prédiposition:

If you are allergic to this product, please check the following square: ☐

If you don't usually eat this product (dislike this product or a component), please check the following square: ☐

If you have checked either one of these squares, please do not continue this evaluation.

Si vous souffrez d'une allergie à ce produit, veuillez cocher la case suivante : ☐

Si vous ne consommez pas normalement ce produit (aversion à ce produit ou à une composante), cochez la case suivante : ☐

Si vous avez coché l'une ou l'autre des deux cases précédentes, veuillez ne pas continuer l'évaluation.

#### Appearance: / Apparence:

1	2	3	4	5	6	7	8	9
dislike extremely extrêmement déplaisant	dislike very much très déplaisant	dislike moderately modérément déplaisant	dislike slightly légèrement déplaisant	neither like nor dislike ni plaisant ni déplaisant	like slightly légèrement plaisant	like moderately modérément plaisant	like very much très plaisant	like extremely extrêmement plaisant

Comments:

Commentaires:

#### Texture: / Texture:

1	2	3	4	5	6	7	8	9
dislike extremely extrêmement déplaisant	dislike very much très déplaisant	dislike moderately modérément déplaisant	dislike slightly légèrement déplaisant	neither like nor dislike ni plaisant ni déplaisant	like slightly légèrement plaisant	like moderately modérément plaisant	like very much très plaisant	like extremely extrêmement plaisant

Comments:

Commentaires:

#### Flavour: (taste and aroma) / Saveur: (goût et arôme)

1	2	3	4	5	6	7	8	9
dislike extremely extrêmement déplaisant	dislike very much très déplaisant	dislike moderately modérément déplaisant	dislike slightly légèrement déplaisant	neither like nor dislike ni plaisant ni déplaisant	like slightly légèrement plaisant	like moderately modérément plaisant	like very much très plaisant	like extremely extrêmement plaisant

Comments:

Commentaires:

#### Overall/Globale:

1	2	3	4	5	6	7	8	9
dislike extremely extrêmement déplaisant	dislike very much très déplaisant	dislike moderately modérément déplaisant	dislike slightly légèrement déplaisant	neither like nor dislike ni plaisant ni déplaisant	like slightly légèrement plaisant	like moderately modérément plaisant	like very much très plaisant	like extremely extrêmement plaisant

Comments:

Commentaires: