



## 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

## INVITATION TO TENDER

## APPEL D'OFFRES

**Tender 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.

### Soumission 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 et 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> KITCHEN EQUIPMENT & SUPPLIES	
<b>Solicitation No. - N° de l'invitation</b> 21120-164032/A	<b>Date</b> 2016-09-07
<b>Client Reference No. - N° de référence du client</b> 21120-16-2304032	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$PD-037-71501
<b>File No. - N° de dossier</b> pd037.21120-164032	<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 2016-10-18</b>	
<b>Time Zone</b> Fuseau horaire 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> Ross, Patricia	<b>Buyer Id - Id de l'acheteur</b> pd037
<b>Telephone No. - N° de téléphone</b> (819) 420-5376 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> CORRECTIONAL SERVICES CANADA NATIONAL	

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> Raison sociale et adresse du fournisseur/de l'entrepreneur	
<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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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

1. There is no security requirement applicable to the Contract.

### **1.2 Statement of Requirement**

1. Canada requires a supplier to supply, install and commission commercial kitchen equipment as further detailed in the Annex "A". This requirement includes options to procure additional quantities within one year of contract award.

### **1.3 Debriefings**

1. Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### **1.4 Trade Agreements**

1. The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

General Conditions 2010A – Goods (Medium Complexity) are modified as follows:

2010A 09 (2014-09-25) Warranty – sub-clause 1.

Delete the following sentence "The warranty period will be 12 months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer."

Replace with the following sentence: "The warranty period will be 24 months after delivery and acceptance of the Work or the length of the Contractor's or manufacturer's standard warranty period, whichever is longer."

#### **2.1.1 SACC Manual Clauses**

*A0222T (2014-06-26) – Evaluation of Price – Canadian / Foreign Bidders*

*B1000T (2014-06-26) – Condition of Material*

## **2.2 Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

## **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## **2.4 Applicable Laws**

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

## **2.5 Optional Goods/Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex "A" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

# **PART 3 - BID PREPARATION INSTRUCTIONS**

## **3.1 Bid Preparation Instructions**

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

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy and 1 soft copy on CD or DVD)

Section III: Certifications (2 hard copies)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Technical Bid**

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Exchange Rate Fluctuation**

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

#### **Section III: Certifications**

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

### **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

#### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

##### **4.1.1 Technical Evaluation**

###### **4.1.1.1 Mandatory Technical Criteria**

Bids must meet all mandatory technical criteria listed in Annex "A", Appendix "A", Section 6. Equipment Specifications.

#### **4.1.2 Financial Evaluation**

*SACC Manual Clause A0222T (2014-06-26), Evaluation of Price – Canadian/Foreign Bidders*

1. The price of the bid will be evaluated as follows:
  - a. Canadian-based bidders must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded.
  - b. foreign-based bidders must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based bidders.
2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
3. Although Canada reserves the right to award the Contract either on an FOB plant or FOB destination, Canada requests that bidders provide prices FOB their plant or shipping point and FOB destination. Bids will be assessed on an FOB destination basis.
4. For the purpose of the bid solicitation, bidders with an address in Canada are considered Canadian-based bidders and bidders with an address outside of Canada are considered foreign-based bidders.

#### **4.2 Basis of Selection**

##### **4.2.1 Basis of Selection - Mandatory Technical Criteria**

*SACC Manual Clause A0031T (2010-08-16) Basis of Selection - 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 responsive bid with the lowest evaluated price will be recommended for award of a contract.

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default 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 will render the bid non-responsive or constitute a default under the Contract.

### **5.1 Certifications Required with the Bid**

Bidders must submit the following duly completed certifications as part of their bid.

### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

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.

### 5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information 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 provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

#### 5.2.1 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 the required documentation, as applicable, to be given further consideration in the procurement process.

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

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

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

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Statement of Requirement

The Contractor must provide various food service equipment in accordance with the Requirements at Annex "A" and the Contractor's technical bid entitled \_\_\_\_\_, dated \_\_\_\_\_ (to be completed at contract award).

#### 6.2.1 Optional Goods/Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex "A" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### **6.3 Standard Clauses and Conditions**

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### **6.3.1 General Conditions**

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

### **6.4 Term of Contract**

#### **6.4.1 Period of the Contract**

The period of the Contract is from date of award to March 31, 2017 inclusive.

#### **6.4.2 Delivery Date**

All the deliverables must be received on or before March 31, 2017.

#### **6.4.3 Delivery Points**

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Patricia Ross  
Title: Supply Specialist

Public Works and Government Services Canada (PWGSC)  
Acquisitions Branch  
Commercial and Consumer Products Directorate - PI Division

Address: Place du Portage, Phase III, 6A2  
11 Laurier Street,  
Gatineau, Quebec  
K1A 0S5

Telephone: 819-420-5376  
E-mail: [patricia.ross@tpsgc-pwgsc-gc.ca](mailto:patricia.ross@tpsgc-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.

#### **6.5.2 Project Authority**

**(to be completed at contract award)**



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Name:  
Title:

Address:

Telephone:  
E-mail:

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### **6.5.3 Contractor's Representative**

## **6.6 Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s), as specified in the contract. 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.

### **6.6.1 Terms of Payment**

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

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

### **6.6.2 SACC Manual Clauses**

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

*C2605C (2008-05-12) – Canadian Customs Duties and Sales Tax – Foreign-based Contractor*

## **6.7 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed. A copy of the signed delivery packing slip must accompany the invoice.
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.

**(to be completed at contract award)**

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pi029  
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Name:  
Title:

Address:

Telephone:  
E-mail:

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

## **6.8 Certifications and Additional Information**

### **6.8.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

## **6.9 Applicable Laws**

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

## **6.10 Priority of Documents**

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 4011 (2012-07-16), Goods (Medium Complexity);
- (c) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- (d) Annex "A", Statement of Requirement;
- (e) the Contractor's bid dated (to be completed at contract award).

## **6.11 SACC Manual Clauses**

B1501C (2006-06-16) – Electrical Equipment  
B7500C (2006-06-16) – Excess Goods

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## ANNEX "A"

### STATEMENT OF REQUIREMENT

#### **Requirement**

Correctional Services Canada (CSC) requires a supplier to provide food service equipment throughout its facilities across Canada.

#### **1. Background**

CSC is an agency within the portfolio of Public Safety Canada, which contributes to public safety through the custody and reintegration of offenders. CSC is currently responsible for approximately 14,000 federal offenders. The Food Services Division is part of CSC's Technical Services Branch and provides day to day food services and food-related activities to 50 nationally located federal correctional facilities, where a variety of food distribution methods are employed. Of these sites, 32 utilize cook serve production, distributing meals in cafeterias, remote bulk feeding and tray feeding for approximately 10,000 inmates. As part of a continual improvement process, CSC Food Services will be implementing modern food production and distribution techniques that are suitable for the correctional services environment. This is being done to support the goals of achieving economies and efficiencies and to provide value for Canadians.

#### **2. Objective**

CSC Food Services will require the services of a national food service equipment distributor to supply and deliver food service equipment to institutions across the country. The goal is to have the kitchens replace older items that are no longer cost effective to repair. CSC is looking to outfit its kitchens with the same equipment to ensure interoperability, standardization of operations and support of preventative maintenance programs.

#### **3. Scope of Work**

- The Contractor must provide the food service equipment items listed in Section 5 of Appendix "A" and must meet the specifications in Section 6 of Appendix "A".
- The Contractor must be able to deliver the products to the institutions listed in Appendix "B".
- The Contractor must provide customer support to the institutions in case of issues with regards to product delivery and performance.
- The Contractor must provide themselves or through a third party company, installation services associated with the equipment that is purchased at each site.

#### **4. CSC Account Manager(s)- Tasks/Responsibilities**

The Contractor must designate one individual as the CSC Account Manager. The CSC Account Manager must support the CSC Technical Authority by providing services which include, but are not limited to the following:

- Act as the single point of contact for the CSC Technical Authority and CSC Procurement Authority;
- On an as requested basis, provide updates and information to the CSC Technical Authority and CSC Procurement Authority in regards to the work.

## 5. Ordering and Payment

- Packing slips must be provided with each delivery order and must be signed by the on-site CSC Food Service Manager at the time of delivery. A copy of the signed delivery packing slip must accompany the invoices to process payments.
- CSC National Head Quarters will be responsible for placing the orders.
- Invoices are to be sent to: **(to be completed at contract award)**

Name:

Title:

Address:

Telephone:

E-mail:

## 6. Deliverables

Deliverables will be subject to inspection and acceptance by the CSC Project Authority and CSC institutional staff. The Contractor must provide the following deliverables associated with this requirement:

- Delivery of items listed in the Statement of Work. Individual deliverable items will be specific in each order.
- Units must be delivered as factory assembled unit
- All deliveries will be coordinated with Institutional Project Authority to ensure delivery and timelines are met for installation and commissioning of work.
- Start-up and inspection services and installation services associated with the equipment
- A packing slip/way bill for each order;

## 7. Limitations and Constraints

- Any proposed changes to equipment provided by the Contractor must be pre-approved by CSC's Technical Authority. Alternate equipment must meet the minimum specifications listed in Section 6 of Appendix "A".
- Where required, Contractor personnel will be escorted in specific areas of the institution as and where required by CSC personnel or those authorized by CSC on its behalf. CSC has developed very stringent internal policies to ensure that the security off the institutional operations is not compromised.
- Contractor and/or subcontractors' personnel must submit to a local verification of identity/information through the Canadian Police Information Centre (CPIC) and must adhere to institutional requirements for the conduct of searches by CSC prior to admittance to the institution. CSC reserves the right to deny access of any Contractor personnel to any institution at any time.
- NO cellular phones will be permitted on site.
- Institutional lockdowns are possible at any time. Contractor personnel is expected to call the Keeper's Hall at the institution (telephone number to be provided by Project Authority) a minimum of three (3) hours prior to arrival to ensure that the institution is under normal operations.
- No contraband will be allowed on site. This includes but is not limited to; cigarettes, lighters, alcohol, drugs, weapons or any item that may jeopardize the safety and security of people visiting, working at, or housed at a CSC facility. All visitors and staff entering and exiting the institution are subject to a non-intrusive search which may also include ion scanners and use of drug detection dogs.

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pi029  
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- CSC reserves the right to deny entry to any person:
  - i. Transporting unauthorized items or contraband
  - ii. Suspected to be under the influence of drugs or alcohol
  - iii. Refusing to follow institutional procedures

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**APPENDIX "A"**  
**VARIOUS FOOD SERVICE EQUIPMENT**

**1. Introduction:**

- 1.1 Correctional Service of Canada has a requirement to supply and deliver various commercial grade kitchen equipment to several institutions located across Canada (see Attachment 1).
- 1.2 The equipment must be of restaurant or commercial grade.
- 1.3 The equipment must be new commercial-off-the-shelf (COTS)
- 1.4 Pricing must be provided by product, and include delivery (FOB destination) to the institution and installation in the location indicated by CSC Food Services at the delivery site.
- 1.5 Unless otherwise indicated, equipment must be manufactured with food grade stainless steel and must be capable of being cleaned using common industrial kitchen cleaners and disinfectants without degeneration of surfaces.
- 1.6 Equipment must meet all applicable industry standards specific to the type of equipment.
- 1.7 Equipment must be affixed with Canadian Standards Association (CSA), National Safety Foundation International (NSF) mark and/or Underwriters Laboratory Canada (ULC) mark certifying that the equipment is suitable for use in Canada and abroad.
- 1.8 Minimum 2 year parts and labour warranty for all equipment and minimum 2 year compressor warranty for refrigerators and freezers.

**2. Applicable Documents:**

- 2.1 Contractor must supply the Project Authority with detailed specifications, including but not limited to illustrated literature, product technical bulletins, handling, storage instructions, installation instructions, cut sheets and datasheets. Where applicable, documents provided must validate that the equipment is engineered and manufactured to meet current and applicable requirement or codes of the following: American National Standards Institute (ANSI), Canadian Standards Association (CSA), NSF International, American Society for Testing and Materials International (ASTM) or acceptable equivalents.
- 2.2 Contractor must supply two (2) sets of operating manuals, parts list and exploded parts charts with the equipment when shipped. The required documents may be hardcopy or provided on CD or via download.

**3. Warranty Services:**

- 3.1 During the warranty period, the Contractor must provide a customer support response time of no more than six (6) hours and ensure a service representative is on site within twenty-four (24) hours of the initial call.
- 3.2 Contractor must ensure any warranty documents; including the factory warranty time period for new equipment, is provided prior to or during installation. When installation and testing are completed the institutional authority will complete inspection and acceptance of the equipment.
- 3.3 Contractor must provide a list of factory authorized warranty services upon delivery of the equipment. Contractor must also identify factors covered by warranty and service, e.g. 100% parts, 100% labour, pick-up and delivery, on site repair, loaner or equivalent equipment provided if removal from site is necessary, etc.

#### **4. Installation Consultation services**

Contractor must provide installation and consultation services, up to six (6) hours per site on initial order and then up to three (3) hours for every subsequent order to answer any specialized technical questions or review and interpret relevant technical drawings with CSC staff.

#### **5. Equipment List**

- Electric Conveyor Toaster
- Meat Slicer
- Controlled humidity heated mobile cabinet
- Food preparation Machine
- Combi Oven (Blodgett BC-20G model requested), **no substitutions**
- Milk Dispenser (SKMAJ 1 & SKMAJ 2 models requested), **no substitutions**
- Electric or gas self-contained Steam Jacketed Kettle and Direct Steam Jacketed Kettle
- Electric and Gas Tilting Skillet
- Reach-in Refrigerator (1,2 and 3 door models)
- Reach-in Freezer (2 and 3 door models)

#### **6. Equipment Specifications**

**All items must meet the following MANDATORY TECHNICAL REQUIREMENTS:**

##### **Electric Conveyor Toaster**

###### **General**

The electric conveyor toaster must be capable of toasting or warming bread (various types and sizes), buns or rolls, bagels, and English muffins.

###### **Configuration**

- Minimum production of 450 slices of bread, bagels, or bun halves per hour.

###### **Material and Construction**

- Stainless steel construction for interior and exterior
- Adjustable legs

###### **Features**

- Electric forced convection toasting
- Conveyor
- Countertop toaster
- One-sided and two-sided toasting
- Cool touch feature
- Energy efficient heater
- Easily disassembled for cleaning and servicing
- Heavy duty motor
- Drive chain
- Crumb tray
- Variable conveyor speed control
- ON/OFF power switches for both top and bottom heaters
- Separate temperature controls for both upper and lower heating elements

- Variable heat controls

### **Electrical Requirements**

- Maximum power requirements: 208V/60 Hz/1 Ph

### **Meat Slicer**

#### **General**

The meat slicer must be belt-driven, angle fed with a removable blade to slice deli meats, cheeses and vegetables.

#### **Configuration**

- Manual slicing with variable speed control.
- Have a minimum of 305 mm (12") diameter aluminum blade or chrome plated carbon steel.
- Knife cover/guard

#### **Material and Construction**

- Anodized Aluminum or stainless steel
- Adjustable product table
- Food zones and exposed parts constructed with stainless steel

#### **Motor**

- 1/2 HP heavy-duty motor

#### **Carriage System**

- Removable carriage system

#### **Sharpener**

- Built-in sharpener

#### **Controls**

- Easily accessible switches

#### **Electrical**

- Maximum power requirements: 115-120 V/ 60 Hz/ 1Ph

#### **Certification**

- Must comply and meet NSF certification.

### **Controlled Humidity Heated Mobile Cabinet with Solid Dutch Doors**

#### **General**

The heated holding cabinet must have two doors (top and bottom), maintain temperature and humidity levels and provide continuous monitoring of temperature and humidity.



### **Material and Construction**

- Interior and exterior constructed with stainless steel
- Dutch doors, all stainless steel construction
- Lockable handle
- The cabinet must be big enough to accommodate 18"X26" sheet pans or 12"X20" steam table pans
- A water reservoir/humidity pan, minimum 8 litres
- Insulated cabinet and doors

### **Features**

- Top mounted controls
- Digital temperature display
- Low temperature alarm
- Low water sensor
- 5" heavy duty casters, two (2) with breaks.
- External display (internal cabinet temperature and relative humidity)
- Universal slides to hold 18" X 26" sheet pans or 12" X 20" steam table pans on adjustable 1½" increments.

### **Temperature**

- The cabinet must control temperature from 70°F to 190°F
- Relative humidity from 0% to 95%

### **Electrical**

- Maximum power requirements: 120 V/ 60 Hz/ 1Ph, 2000 Watts, 20 Amp.

### **Food Processor**

#### **General**

Food processor must have a direct drive or gear driven motor, able to process meats, vegetables, fruit and cheese.

#### **Configuration**

- Minimum capacity of 3 quarts of food
- Continuous feed model or feed opening
- Minimum 3/4 HP motor

#### **Material & Construction**

- Stainless steel or anodized aluminum housing with rubber feet or base
- Receiving pan (if applicable)
- Dishwasher safe

#### **Features**

- Must include the following cutting blades:
  - ✓ Slicing blade
  - ✓ Grating blade
  - ✓ Fry/julienne blade
  - ✓ Dicing blade
  - ✓ Shredder blade

- Multiple speeds
- Automatic shut off

### **Electrical Requirements**

- Maximum power requirements: 120V-415V/50 or 60Hz/1 or 3 Ph

### **Combi Oven and Carts**

Blodgett BC-20G and TC-10, **no substitution**

#### **No substitute justification:**

In 2010, a contract was awarded on behalf of CSC to supply Blodgett model BC-20G combi-ovens and mobile roll in warmers to sites across Canada. To ensure interoperability, standardization of operations and support of preventative maintenance programs the follow models are required.

Combi-Oven model required:

Blodgett model BC-20G. Each unit must include three (3) roll in carts model TC-10.

Additional roll in warmers (Models TC-10 and TC-20) may be required.

### **Milk Dispenser**

Silver King Milk Dispenser SKMAJ 1, **no substitution**

Silver King Milk Dispenser SKMAJ 2, **no substitution**

#### **No substitute justification**

In 2014, a contract was awarded on behalf of CSC to supply Silver King model SKMAJ 1 and SKMAJ 2 milk dispensers to sites across Canada. To ensure interoperability, standardization of operations and support of preventative maintenance programs the following models are required.

### **Electric or gas self-contained Steam Jacketed Kettle and Direct Steam Jacketed Kettle**

#### **General**

Self-contained free-standing steam 2/3 jacketed kettles powered by gas or electric boiler.

#### **Configuration**

- Free standing kettle must be in a tilting configuration and available in the following sizes:
  - ✓ 30 gal (114 litres)
  - ✓ 40 gal (151 litres)
  - ✓ 60 gal (227 litres)
  - ✓ 80 gal (303 litres)

#### **Material and Construction**

- Stainless steel construction (interior and exterior)
- 2/3 double wall kettle or jacket covering the bottom
- Pressure gauge and pressure relief valve
- Tilt mechanism
- Built-in steam generator (electric or gas)

- Mounted on a pedestal or on base
- Pressure range from 35 psi to 50 psi
- ON/OFF switch
- Water resistant controls

#### **Temperature**

- Operating temperature range should fall within the range of 60°C to 125°C

#### **Electrical Requirements**

- Maximum power requirements: 208, 240, 480 V/60 Hz/3 Ph

#### **Gas Unit Requirements**

- Maximum power requirements: 110-120 V/60 Hz/1 Ph
- Factory installed pilot safety system and safety

#### **Tilting Skillet (Braising Pan)** **Electric and Gas Tilting Skillet**

#### **General**

Unit must be electric or gas powered with a hinged cover, a condensate vent, a box-shaped braising pan, and a manual or an electric tilting mechanism. Unit must be able to steam scramble eggs, braised meats, soups, stews and pasta.

#### **Configuration**

The unit must be available in both electric and gas and available in the following sizes:

- 40 gallons (151 litres)
- 60 gallons (227 litres)
- 80 gallons (303 litres)

#### **Material and Construction**

- One (1) piece construction
- Stainless steel legs
- Cooking surface must be 5/8" in thickness

#### **Temperature**

- Temperature operation range: 50°F to 425°F

#### **Skillet**

- Constructed for easy pour
- Stainless steel cooking surface bonded to steel
- Spring assisted stainless steel cover

#### **Tilting Mechanism**

- Manual tilting mechanism

#### **Electric Control Panel**

- Power switch

- Thermostat with OFF position and thermostat indicator light
- Pan tilt manual override
- Water resistant controls

#### **Electrical**

- Maximum power requirement: 208V/60 Hz/3 Ph

#### **Gas unit requirements**

- Minimum power requirements: 120V/60 Hz/1 Ph
- Factory installed pilot safety system and safety shutoff

#### **Reach-in Refrigerator**

##### **General**

Unit must have solid doors, be self-contained, stationary and of a vertical configuration, with either top or bottom-mounted refrigeration system, as well as an air-cooled condensing unit.

##### **Configuration**

- Single (1) door
- Double (2) door
- Triple (3) door

##### **Material and Construction Cabinet**

- Exterior: Stainless steel front and stainless steel or aluminum-finished ends, back, and top. No exposed raw edges.
- Interior: Stainless Steel, Aluminum or NSF approved liner, stainless steel floor.
- Welded steel frame with 4 casters with a minimum of two brakes.

##### **Door**

- Stainless steel exterior with NSF approved white ABS, aluminum or a stainless steel liner
- Door handles with standard door locks
- Recessed door handles.
- Self-closing doors

##### **Shelving**

- Unit must be capable of accommodating 457mm x 660mm (18" x 26") and 305mm x 508mm (12" x 20") pans.
- Adjustable shelves (NSF approved coated wire or stainless steel)

##### **Insulation**

- Foamed-in-place using a CFC and HCFC free material for entire cabinet structure and solid door.

##### **Refrigeration System**

- Digital temperature controls
- Automatic defrost system
- Unit must be able to maintain a minimum temperature of 33°F to 38°F (.5°C to 3.3°C)

### **Lighting**

- Interior lighting

### **Electrical**

- Maximum power requirements: 120V/ 60 Hz /1Ph
- Electrical cord and plug furnished

### **Reach-in Freezer**

#### **General**

Unit must be have solid doors, be self-contained, stationary and of a vertical configuration, with either top or bottom-mounted refrigeration system, as well as an air-cooled condensing unit.

#### **Configuration**

- Single (1) door
- Double (2) door
- Triple (3) door

#### **Material and Construction Cabinet**

- Exterior: Stainless steel front and stainless steel or aluminum-finished ends, back, and top. No exposed raw edges.
- Interior: Stainless Steel, Aluminum or NSF approved liner, and a stainless steel Floor.
- Welded steel with 4 casters with a minimum of two brakes.

#### **Door**

- Stainless steel exterior with NSF approved white ABS, aluminum or a stainless steel
- Door handles with standard door locks
- Recessed door handles
- self-closing doors
- Standard door locks

#### **Shelving**

- Adjustable shelves (NSF approved coated wire or stainless steel)

#### **Insulation**

- Foamed-in-place using a CFC and HCFC free material for entire cabinet structure and solid door.

#### **Refrigeration System**

- Digital temperature controls
- Automatic defrost system
- Unit must be able to maintain a temperature between -7.5 - 0°F

### **Lighting**

- Interior lighting

### **Electrical**

- Maximum power requirements: 120V/ 60 Hz /1Ph

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21120-164032  
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File No. - N° du dossier  
pi029.21120-160432

Buyer ID - Id de l'acheteur  
pi029  
CCC No./N° CCC - FMS No./N° VME

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- Electrical cord and plug furnished

**APPENDIX "B"**  
**DELIVERY LOCATIONS**

Geographic Area	Institution	Address
<b>Atlantic Region</b>		
Renouse NB	Atlantic	13175 Route 8 Renouse, New Brunswick E9E 2E1
Springhill NS	Springhill	330 McGee Street Springhill, Nova Scotia B0M 1X0
Moncton NB	Dorchester	4902 Main Street Dorchester, New Brunswick E3K 2Y9
Dorchester NB	Westmorland	4902 A Main Street Dorchester, New Brunswick E3K 2Y9
Truro, NS	Nova Institution for Women	180 James Street Truro, Nova Scotia B2N 6RB
<b>Québec Region</b>		
Quebec City	Donnacona	1537 Highway 138 Donnacona, Quebec G3M 1C9
Port-Cartier	Port-Cartier	Chemin de l'Aéroport Port-Cartier, Québec G5B 2W2
Mirabel	Regional Reception Centre	246 Montée Gagnon Saint-Anne-des-Plaines, Québec J0N 1H0
Mirabel	Archambault	242 Montée Gagnon Saint-Anne-des-Plaines, Québec J0N 1H0
Laval	Federal Training Centre	6099 Levesque Boulevard East Laval, Québec H7C 1P1
Laval	Montée Saint-François	600 Montée St-François Laval, Québec H7C 1S5
Laurentians	La Macaza	321 Chemin de l'Aéroport La Macaza, Québec J0T 1R0
Eastern Township	Cowansville	400 Fordyce Avenue Cowansville, Québec J2K 3G6
Eastern Township	Drummond	2025 Jean-de-Brébeuf Blvd. Drummondville, Québec J2B 7Z6
Mirabel	Ste Anne des Plaines	244 Montée Gagnon Saint-Anne-des-Plaines, Québec J0N 1H0
Lanaudiere	Joliette Institution for Women	400 Rue Marsolais Joliette, Québec J6E 8V4

Geographic Area	Institution	Address
<b>Ontario Region</b>		
Kingston	Millhaven	Highway 33 Bath, Ontario K0H 1G0
Kingston	Collins Bay	1455 Bath Road Kingston, Ontario K7L 4V9
Kingston	Joyceville	3766 Highway 15 Kingston, Ontario K7I 4X9
Kingston	Bath	5775 Bath Road Bath, Ontario K0H 1G0
Kingston	Frontenac	1455 Bath Road Kingston, Ontario K7I 5E6
Campbellford	Warkworth	County Road #29 Campbellford, Ontario K0K 3K0
Kitchener	Grand Valley Institution for Women	1575 Homer Watson Blvd. Kitchener, Ontario N2P 2C5
Gravenhurst	Beaver Creek/Fenbrook Institution	2000 Beaver Creek Drive Gravenhurst, Ontario P1P 1Y2
<b>Prairie Region</b>		
Edmonton	Edmonton Max	21611 Meridian Street Edmonton, Alberta T5J 3H7
Southern Alberta	Drumheller	Highway #9 Drumheller, Alberta T0J 0Y0
Southern Alberta	Bowden	Highway #2 Innisfail, Alberta T4G 1V1
Grande Cache	Grande Cache	Hoppe Avenue Grand Cache, Alberta T0E 0Y0
Prince Albert SK	Saskatchewan Penitentiary	15 <sup>th</sup> Street West Prince Albert, Saskatchewan S6V 5R6
Saskatoon	Regional Psychiatric Centre	2520 Central Avenue North Saskatoon, Saskatchewan S7K 3X5
Winnipeg	Stony Mountain	Highway #7 Winnipeg, Manitoba R3C 3W8
Edmonton	Edmonton Institution for Women	11151- 178 <sup>th</sup> St. Edmonton Alberta T5S 2H9
Prince Albert SK	Riverbend Institution	15 <sup>th</sup> Street West Prince Albert, Saskatchewan T4G 1V1



Geographic Area	Institution	Address
Winnipeg	Rockwood Institution	Highway #7 Winnipeg, Manitoba R3C 3W8
Edmonton	Grierson Centre	9530-101 <sup>st</sup> Ave. (basement) Edmonton, Alberta T5H 0B3
Hobbema	Pe Sakastew Centre	Highway #2A Hobbema, Alberta T0C 1N0
Maple Creek	Okimaw Ochi (healing lodge)	Maple Creek, Saskatchewan S0N 1N0
Duck Lake	Willow Cree (Healing Lodge)	Duck Lake, Saskatchewan S0K 1J0
<b>Pacific Region</b>		
Abbotsford	Pacific Institution	33344 King Road Abbotsford, British Columbia V2S 4P4
Abbotsford	Matsqui	33344 King Road Abbotsford, British Columbia V2S 4P3
Agassiz	Kent	4732 Cemetery Road Agassiz, British Columbia V0M 1A0
Agassiz	Mountain	4732 Cemetery Road Agassiz, British Columbia V0M 1A0
Mission	Mission	8751 Stave Lake Street Mission, British Columbia V2V 4L8
Mission	Ferndale Institution	3373 Dewdney Trunk Road Mission, British Columbia V2V 4L8
Victoria	William Head Institution	6000 William Head Road Victoria, British Columbia V9C 0B5
Harrison Mills	Kwikwexwehlp (Healing Village)	Harrison Mills, British Columbia V0M 1L0

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pi029  
CCC No./N° CCC - FMS No./N° VME

## **APPENDIX "C"**

### **MINIMUM REQUIREMENTS**

<b>Items</b>	<b>Ontario Region</b>	<b>Pacific Region</b>	<b>Atlantic Region</b>	<b>Quebec Region</b>	<b>Prairie Region</b>	<b>Total</b>
Conveyor Toaster	2	1	1	1	1	6
Meat Slicer		2		2	1	5
Controlled Humidity Mobile Heated Cabinet		1	1	1	1	4
Food Processor	1	1	1	2	1	6
Combi Oven w/3 TC-10 Warmer Roll In Carts	1	3	1			5
TC-10 Warmer Roll In Carts						0
TC-20 Warmer Roll In Carts						0
Milk Dispenser (SKMAJ1)	6	4	1	1		12
Milk Dispenser (SKMAJ2)	9	8			6	23
Manual Tilt Kettle, 30 gal.				1		1
Manual Tilt Kettle, 40 gal.						0
Manual Tilt Kettle, 60 gal.	1	1	1		1	4
Manual Tilt Kettle, 80 gal.						0
Manual Tilt Skillet, 40 gal.						0
Manual Tilt Skillet, 60 gal.	1	2	1			4
Manual Tilt Skillet, 80 gal.	1					1
2 Door Reach-in Freezer						0
3 Door Reach-in Freezer	2					2
1 Door Reach-in Refrigerator						0
2 Door Reach-in Refrigerator						0
3 Door Reach-in Refrigerator	2	2				4

REQUESTED EQUIPMENT		SUPPLIER OFFERED EQUIPMENT		EVALUATION				
ARTICLE	DESCRIPTION	OFFERED MANUFACTURER	OFFERED MODEL	UNIT OF SALES	ESTIMATED QUANTITY	TOTAL QUANTITY FOR EVALUATION	UNIT PRICE	TOTAL FOR EVALUATION ONLY (G * H)
1	Conveyor Toaster			EA	6	4		\$ -
2	Meat Slicer			EA	5	3		\$ -
3	Controlled Humidity Mobile Heated Cabinet			EA	4	2		\$ -
4	Food Processor			EA	6	4		\$ -
5	Blodgett BC-20G Combi Oven w/3 TC-10 Warmer Roll-in Carts*			EA	5	3		\$ -
6	Blodgett TC-10 Warmer Roll-in Cart*			EA	0	1		\$ -
7	Blodgett TC-20 Warmer Roll-in Cart*			EA	0	1		\$ -
8	Milk Dispenser (SKMAJ1)*			EA	12	8		\$ -
9	Milk Dispenser (SKMAJ2)*			EA	23	15		\$ -
10	Manual Tilt Kettle, 30 gal.			EA	1	1		\$ -
10	Manual Tilt Kettle, 40 gal.			EA	0	1		\$ -
11	Manual Tilt Kettle, 60 gal.			EA	4	2		\$ -
12	Manual Tilt Kettle, 80 gal.			EA	0	1		\$ -
13	Manual Tilt Skillet, 40 gal.			EA	0	1		\$ -
14	Manual Tilt Skillet, 60 gal.			EA	4	2		\$ -
15	Manual Tilt Skillet, 80 gal.			EA	1	1		\$ -
16	2 Door Reach-in Freezer			EA	0	1		\$ -
17	3 Door Reach-in Freezer			EA	2	1		\$ -
18	1 Door Reach-in Refrigerator			EA	0	1		\$ -
19	2 Door Reach-in Refrigerator			EA	0	1		\$ -
20	3 Door Reach-in Refrigerator			EA	4	2		\$ -
Total							\$	-

\*no substitution will be accepted