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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into six parts plus attachments and annexes, as follows:

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications: includes the certifications to be provided; |
| Part 6 | 6A, Standing Offer, and 6B, Resulting Contract Clauses:

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

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

The Annexes include the Requirement, the Basis of Payment, the Electronic Payment Instruments and any other annexes.

1.2 Summary

1.2.1 To establish a Regional Individual Standing Offer for the provision of Meat, Fish & Poultry on an 'as and when requested' basis for the Correctional Service Canada, for Ontario Region Institutions.

PWGSC intends to issue one Regional Individual Standing Offer to the lowest compliant offer.

The Period of Standing Offer has been divided into the following four periods:

PERIOD A: date of issuance to June 30, 2017 (closing April 4, 2017)
PERIOD B: July 1, 2017 to September 30, 2017 (closing June 27, 2017)
PERIOD C: October 1, 2017 to December 31, 2017 (closing September 27, 2017)
PERIOD D: January 1, 2018 to March 31, 2018 (closing December 27, 2017)

1.2.2 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).

1.3 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2016-04-04) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Delete: 60 days
Insert: 90 days

2.2 Submission of Offers

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

2.3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 5 calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1. Offer Preparation Instructions

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

Section I: Financial Offer (1 hard copy)
Section II: Certifications (1 hard copy)

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

Canada requests that Offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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

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

Section I: Financial Offer

Offerors must submit their financial offer in accordance with Annex "B", Basis of Payment. The total amount of Applicable Taxes must be shown separately.

3.1.1 Electronic Payment of Invoices – Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "D" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "D" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

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

Section II: Certifications Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1. Evaluation Procedures

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

4.1.1 Financial Evaluation

4.1.1.1 Mandatory Financial Criteria

Any offer which fails to meet the following mandatory requirements will be deemed nonresponsive and will receive no further consideration.

The Offeror must complete and submit its financial offer in accordance with Annex "B" - Basis of Payment. All prices are in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

Pricing must be provided for all line items as listed.

The price used in the evaluation will be the Evaluated Price which is calculated as follows:

The Extended Price is the Total Estimated Quarterly Usages multiplied by the Unit Price.

The Evaluated Price is the sum of the Extended Prices.

4.1.1.2 Unit Size

If a Unit Size is no longer available in the industry, the Offeror should notify the Contracting Authority no later than 7 calendar days prior to the closing date. Any changes to the product Unit Size will be made by the Contracting Authority through an amendment to the Request for Solicitation document.

- (a) Offerors changes to Unit Size

Where a change to a Unit Size is proposed:

- i) The proposed change to Unit Size is necessary because the original Unit Size is the unavailable in the industry; **and**
- ii) The proposed Unit Size reflects the next size up or down (from the original Unit Size specified) that is available in the Unit Size specified in the RFSO; **and**
- iii) There is less than a 15% difference between the proposed Unit Size and the Unit Size specified in the RFSO.

4.1.1.3 SACC Manual Clause

SACC Manual Clause [M0220T](#) (2013-04-25), Evaluation of Price

4.2 Basis of Selection

4.2.1 SACC Manual Clause [M0069T](#) (2007-05-25), Basis of Selection

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 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) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide with its offer the required documentation, as applicable), to be given further consideration in the procurement process.

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

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror 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 - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-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).

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

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

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

6.2 Security Requirement

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

6.3. Standard Clauses and Conditions

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

6.3.1 General Conditions

[2005](#) (2016-04-04) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3.2 Standing Offer Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

- 1st quarter: April 1, 2017 to June 30, 2017;
- 2nd quarter: July 1, 2017 to September 30, 2017;
- 3rd quarter: October 1, 2017 to December 31, 2017;

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- 4th quarter: January 1, 2018 to March 31, 2018.

The data must be submitted to the Standing Offer Authority no later than 30 calendar days after the end of the reporting period.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is;

21401-165232/A PERIOD A: date of issuance to June 30, 2017
21401-165232/B PERIOD B: July 1, 2017 to September 30, 2017
21401-165232/C PERIOD C: October 1, 2017 to December 31, 2017
21401-165232/D PERIOD D: January 1, 2018 to March 31, 2018

6.5. Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Ken Dunphy
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Ontario Region
Address: 86 Clarence St. 2nd floor
Telephone: (613) 545-8060
Facsimile: (613) 545-8067
E-mail address: Ken.Dunphy@pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

6.5.2 Project Authority (To be identified at time of issuance of Standing Offer)

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

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

6.5.3 Offeror's Representative (Offeror to complete with offer.)

General Enquiries:

Name: _____
Title: _____
Address: _____

Telephone No: _____

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Facsimile No: _____
E-mail address: _____

Delivery follow-up:

Name: _____
Title: _____
Address: _____

Telephone No: _____
Facsimile No: _____
E-mail address: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: the Correctional Service Canada, for the Ontario Region Institutions listed in Annex "D".

6.7 Call-up Procedures

The Offeror must acknowledge each order no later than the next working day from receipt of the call-up.

6.8 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, "Call-up Against a Standing offer", or electronic document.

6.9 Limitation of Call-ups

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

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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2016-04-04), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- e) Annex "A", Requirement;
- f) Annex "B", Basis of Payment;
- g) the Offeror's offer dated _____. (insert date of offer)

6.11 Certifications and Additional Information

6.11.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror

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in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

6.12 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____.

6.13 Price Lists

SACC Manual clause [M3000C](#) (2006-08-15) Price Lists

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

6.1 Requirement

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

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

Section 16 Interest on Overdue Accounts, [2010A](#) (2016-04-04), General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards.

6.3 Term of Contract

6.3.1 Period of the Contract

The period of the Contract is from date of Contract plus 2 months inclusive.

6.3.2 Delivery Date

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

6.4 Payment

6.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex "B". Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.4.2 Method of Payment

SACC Manual clause [H1001C](#) (2008-05-12) Multiple Payments

6.4.3 Limitation of Price

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

6.4.4 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.5 Invoicing Instructions

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

2. Invoices must be distributed as follows:

a. The original and one (1) copy must be forwarded to the following address for certification and payment:

Regional Headquarters | Administration régionale
Correctional Service Canada | Service correctionnel Canada
443 Union Street, PO Box 1174 | 443 rue Union, Boîte postale 1174
Kingston ON Canada K7L 4Y8

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

6.6. Insurance

SACC Manual clause [G1005C](#) (2008-05-12) Insurance.

6.7 SACC Manual Clauses

[B3003C](#) (2007-05-25) Grades of Meat
[B7500C](#) (2006-06-16) Excess Goods
[D0014C](#) (2007-11-30) Delivery of Fresh Chilled or Frozen Products
[D0018C](#) (2007-11-30) Delivery and Unloading
[D3004C](#) (2007-11-30) Type of Transport
[D3007C](#) (2007-11-30) Inspection and Stamping
[D5311C](#) (2007-11-30) Right of Access and Inspection of Meat

ANNEX "A"

REQUIREMENT

A.1. Requirement

To supply and deliver meats, fish and poultry as specified in Annex "B" to Correctional Service Canada (CSC) for the Ontario Region Institution(s) specified in Annex "D" on an as and when requested basis.

All goods supplied must be in accordance with the Canadian General Standards Board – Standards specified.

A.2 Standards

All products shall comply with the following Canadian Government Specifications Board (CGSB) where indicated in Annex "B" and outlined below and available.

CGSB#	PRODUCT DESCRIPTION STANDARD	STANDARD
32.14	Fresh, Chilled or Frozen Fish & Fish Products	Dec-91
32.14	Preserved Fish (Salted, Dried, Smoked, Pickled)	Aug-91
32.14	Canned Fish	May-91
32.181	Eviscerated Chicken & Chicken Parts	Aug-90
32.183	Eviscerated Turkeys & Turkey Parts	Mar-88
32.44	Beef Cuts	Dec-92
32.46	Veal Cuts	Dec-92
32.48	Lamb Cuts	Dec-92
32.50	Pork Cuts	Nov-92
32.56M	Fresh or Frozen Organs	Feb-90
32.60M	Cottage Rolls	Sep-90
32.61M	Back Bacon and Side Bacon	Aug-90
32.63M	Smoked Hams	Jan-91
32.65M	Canned or Boil-in-Bag Ham	Dec-90
32.69M	Fresh or Cooked Sausages	Aug-90
32.72M	Handling, Packaging & Labelling of Meat, Poultry and Fish for Food Services	Dec-91
32.75	Shortening	Mar-89
32.76	Vegetable Oil	Mar-89
32.77	Lard	Mar-89
32.78	Margarine	Mar-89

A.3 Specifications

Unless otherwise stipulated in the call-up document, the Contractor must ensure compliance with the standard stated on the item description details in Annex "B".

A.4 Substitutions

The Contractor must supply the commodity in the size quoted. No deviation from that size will be acceptable unless the stated size is no longer available to the industry. The Contractor must notify CSC and obtain their acceptance of the replacement size. Any changes to the items must be reflected in an amendment prepared by the Standing Offer Authority.

If the Contractor must substitute one item with an item of higher quality, they cannot charge more than that quoted on the Standing Offer. The Contractor cannot substitute one product with one of lesser quality.

The Contractor must advise the Site/Call-up Authority and receive their authorization to the substitution prior to shipment.

A.5 Delivery Turn-around requirements

Timely delivery turnaround is imperative. The Contractor shall provide a maximum delivery turn-around time of five business days. The Contractor must notify each Site/Call-up Authority within forty-eight hours of a call-up if shipment of any product(s) will not be made, in order to allow the Site/Call-up Authority sufficient time to make alternative arrangements for the unavailable product(s). Contractors are expected to deliver to all the destinations as stated in Annex "D".

A.6 Preparation for delivery

Each container shall be packed in such a manner that the faced shown surface represents the contents, quantity, storage instructions and/or special instructions of the product contained in the package etc. All boxes/cartons must be clearly "labeled" to show Contractor's name and address. The product shall be provided in containers in the sizes specified by the Site/Call-up Authority and shall be delivered to the Site/Call-up Authority in good condition and show no evidence of deterioration. Contractors must be prepared to split cases for the smaller institutions if required by Correctional Service of Canada.

A.7 Delivery slips

The Contractor must supply delivery slips for each delivery. The Contractor must issue a credit note to cover discrepancies on delivery. If requested by the Institution any short shipped I rejected items must be replaced within 48 hours or written notification must be sent to each Institution explaining reason for the discrepancies.

A.8 Liability for Defective Products

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

A.9 Unavailable Items

Upon acceptance of a call-up the Contractor engages in supplying all items described within at the prices indicated. If the items requested cannot be supplied, the Contractor must obtain it from another source respecting the price and delivery deadlines, along with all other terms and conditions of the Standing Offer. If an item is not provided in accordance with the Standing Offer, Correctional Service Canada authorities shall procure the item from another Contractor and the additional costs incurred shall be deducted from the Offeror's invoice with proof. The additional incurred costs represent the difference between the price paid from a third party and the price indicated within the said Standing Offer

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A.10 CANADIAN POLICE INFORMATION CENTRE (CPIC) CHECKS

Upon issuance of a Standing Offer, the Contractor must provide a list of its drivers to Correctional Service of Canada in order for the drivers to be cleared by a CPIC Security check before deliveries can be made to the various Institutions.

The Contractor must replace drivers that cannot be admitted to a CSC Institution for failure of meeting the CPIC security requirements. For CSC CPIC checks, the contacts are:

Institution: Collins Bay Medium Institution
Contact Name: Andre Desjardins
Telephone Number: (613) 536-6257
E-mail Address: Andre.Desjardins@CSC-SCC.GC.CA

Institution: Collins Bay Minimum Institution
Contact Name: Philomena McClelland
Telephone Number: (613) 536-4230
E-mail Address: Philomena.McClelland@CSC-SCC.GC.CA

Institution: Millhaven Institution
Contact Name: Mic Compeau
Telephone Number: (613) 351-8178
E-mail Address: Mic.Compeau@CSC-SCC.GC.CA

Institution: Bath Institution
Contact Name: Tom Gencarelli
Telephone Number: (613) 351-8008
E-mail Address: Thomas.Gencarelli@CSC-SCC.GC.CA
Institution: Joyceville Medium Institution
Contact Name: Corey Beckstead
Telephone Number: (613) 536-6604
E-mail Address: Corey.Beckstead@CSC-SCC.GC.CA

Institution: Joyceville Minimum Institution
Contact Name: Corey Beckstead
Telephone Number: (613) 536-6604
E-mail Address: Corey.Beckstead@CSC-SCC.GC.CA

Institution: Warkworth Institution
Contact Name: Dave Stephens
Telephone Number: (705) 924-8067
E-mail Address: Dave.Stephens@CSC-SCC.GC.CA

Institution: Beaver Creek Medium Institution
Contact Name: Peter Colles
Telephone Number: (705) 687-1711
E-mail Address: Peter Colles@CSC-SCC.GC.CA

Institution: Beaver Creek Minimum Institution
Contact Name: Peter Colles
Telephone Number: (705) 687-1711
E-mail Address: Peter Colles@CSC-SCC.GC.CA

Solicitation No. - N° de l'invitation
21401-165232
Client Ref. No. - N° de réf. du client
21401-16-5232

Amd. No. - N° de la modif.
KIN710
File No. - N° du dossier
KIN-646218

Buyer ID - Id de l'acheteur
KIN710
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

BASIS OF PAYMENT

All information in italics will be removed from any resultant contract.

Goods must be delivered to the destination specified in the call-up document. All prices are in Canadian dollars. Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

ITEM NO.	PRODUCT	Estimated Quarterly Usages							UNIT	PRICE
		MI	BI	BCI COMPLEX	CBI COMPLEX	JJ COMPLEX	WI	Total		
	MEAT PRODUCTS									
1	Meat, lean Beef Ground 83/17 Frozen, CGSB Spec: 32.44 (6-4.5KG)	1,500	8,200	500	1,900	2,500	1,800	16,400	kg	
2	Meat, lean Beef Ground 83/17 Frozen, CGSB Spec: 32.44 (500 g.)	100	1,500	1,500	1,900	2,500	100	7,600	kg	
3	Meat, Beef Bottom Round Outside Flat - Frozen Raw - CGSB Spec: 32.44 Canada A-AA or equivalent. 2-11kg	1,500	8,000	1,800	3,200	5,800	1,600	21,900	kg.	
4	Meat - Beef Patties raw Frozen 112g/4 oz - 80/20, no filler, 1% salt CGSB Spec: 32.44	600	400	600	900	762	700	3,962	kg	
5	Meat - All Beef Salisbury Steaks Frozen, 140 grams/5 oz, raw, CGSB: Spec: 32.44	600	200	600	900	750	700	3,750	kg	
6	Meat - All Beef Weiners, Frozen, 6 inch, CGSB Spec: 32.44	50	125	50	150	200	100	675	kg	
7	Meat - All beef meatballs, frozen, 1/2 oz portion, CGSB: 32.44	600	600		1,000	600	700	3,500	kg	
8	Meat - All Beef Dinner Sausage 7 inch minimum, Frozen, CGSB: Spec: 32.69M	50	150	50	135	150	50	585	kg	
9	PORK, Ham, Boneless, Frozen & Shank Meat Removed, Cut 1402R, Style 3, 4.5 - 5.4 kg CGSB Spec: 32.50	500	5,000	100	800	625	500	7,525	kg	
10	PORK, Loin, Trimmed, Bone-In, Frozen, Fat Covering 6mm - Max. 10mm, Cut 410, Style 3, 5-6 kg CGSB Spec: 32.50	0	300	500	312	575	0	1,687	kg	
11	WEINERS, (frankfurters), skinless, Chilled or Frozen, All-Beef, 12 to the 500g, CGSB Spec: 32.44	1,500	100	1,500	1,575	1,600	1,500	7,775	kg	

ITEM NO.	PRODUCT	MI	BI	BCI COMPLEX	CBI COMPLEX	JJ COMPLEX	WI	Total	UNIT	PRICE
12	PRESERVED MEAT, Chilled, Any type of packaging as specified by the user. CGSB 32.44, 32.181, 32.50									
	a) Salami all Beef	413	125	413	540	370	550	2,411	kg	
	b) Mock Chicken Loaf	20	0	20	20	30	20	110	kg	
	c) Corned Beef, 16 - 22 kg	50	0	50	50	80	50	280	kg	
	d) Bologna, All-Beef	50	0	50	440	60	50	650	kg	
	e) Toupie (Virginia) Ham	650	500	50	800	1,000	900	3,900	kg	
	f) Ham, RTS	20	0	20	120	30	30	220	kg	
13	SHORTENING, All-Vegetable, General Purpose or Frying CGSB 32.75									
	a) Frying 16 L Pail	20		3	180	15	75	293	pail	
14	ITALIAN SAUSAGES CGSB Spec:32.69M	20	220	20	104	320	0	684	kg	
15	SAUSAGES, Pure Pork, 12 to the 500g, Frozen, Style 4 or 6 CGSB Spec: 32.69M	20	80	20	210	140	0	470	kg	
16	SAUSAGES, Pure Beef, 12 to the 500g, Frozen, Style 4 or 5 CGSB Spec: 32.69M	200	200	20	300	220	300	1,240	kg	
	FISH PRODUCTS	-	-	-	-	-	-			
17	POLLOCK, Fillet, Type 2, Raw, Boned, IQF Skinned, Average Size: 2-4 oz, CGSB 32.14	1,000	1,000	400	460	470	1,300	4,630	kg	
18	Fish - Basa Fillet - IQF, 6 - 8 oz Chilean, Frozen, CGSB Spec: 32.14	500	500	400	600	460	600	3,060	kg	
19	FISH BURGERS CGSB 32.14	100	80	100	50	200	0	530	kg	

Solicitation No. - N° de l'invitation
21401-165232
Client Ref. No. - N° de réf. du client
21401-16-5232

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-646218

Buyer ID - Id de l'acheteur
KIN710
CCC No./N° CCC - FMS No./N° VME

<u>ITEM NO.</u>	<u>PRODUCT</u>	<u>MI</u>	<u>BI</u>	<u>BCI COMPLEX</u>	<u>CBI COMPLEX</u>	<u>J1 COMPLEX</u>	<u>WI</u>	<u>Total</u>	<u>UNIT</u>	<u>PRICE</u>
	<u>POULTRY PRODUCTS</u>									
20	CHICKENS, EVISCERATED, WHOLE, CLASS1, TYPE3-FROZEN, CANADA GRADE A, RAWSTYLE, INDIVIDUALLY VACUUM PACKED WITHOUT NECK, GIBLETS, AND FEET-WEIGHTRANGE 1.8 TO 2.3 KG CGSB SPEC 32.181	0	800	600	1,100	1,700	0	4,200	kg	
21	CHUNKY CHICKEN MEAT cooked ,IQF natural proportion , dark meat 4.5kg bag CGSB Spec: 32.72M	300	600	500	450	420	700	2,970	kg	
22	CHICKEN BURGERS, BREADED, FROZEN, PACKAGED 4.5 KG, 50 X 90 GRAM PORTIONS100% WHITE MEAT CGSB 32.181	100	100	100	140	200	200	840	kg	
23	CHICKEN ROLL, ALL WHITE, COOKED2 PIECES OF 4 KG AVERAGE/BOX CGSB 32.181		100		50	120	0	270	kg	
24	TURKEY, FROZEN, CANADA GRADE A,INDIVIDUAL WEIGHT RANGE5-6 KG, MAXIMUMOF 4 PER CASE, INDIVIDUALLY WRAPPED, FROZEN CGSB 32.183	1,500	0	3,650	1,500	1,500	1,500	9,650	kg	
25	Chicken Breast Boiling Boneless, Raw 22.70 kg CGSB 32.181		3,500					3,500	kg	

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Amd. No. - N° de la modif.
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KIN-6-46218

Buyer ID - Id de l'acheteur
KIN710
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

CLOSING DATE SCHEDULE

21401-165232/A:	Closing April 4, 2017
21401-165232/B:	Closing June 27, 2017
21401-165232/C:	Closing September 27, 2017
21401-165232/D:	Closing December 27, 2017

Solicitation No. - N° de l'invitation
21401-165232
Client Ref. No. - N° de réf. du client
21401-16-5232

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-6-46218

Buyer ID - Id de l'acheteur
KIN710
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"

DESTINATION AND INVOICE ADDRESSES

DELIVER TO:	CONSIGNEE CODE	MAIL INVOICE TO:
Collins Bay Medium Institution c/o Frontenac Inst. Stores 1455 Bath Road Kingston, Ontario	21440	Correctional Service Canada Collins Bay Institution P.O. Box 190 Kingston ON K7L 4V9
Collins Bay Minimum Institution 1455 Bath Road Kingston, Ontario	21441	Correctional Service Canada Frontenac Institution P.O. Box 7500 Kingston ON K7L 5E6
Millhaven Institution Highway 33 Millhaven, Ontario	21421	Correctional Service Canada Millhaven Institution P.O. Box 280 Bath ON K0H 1G0
Bath Institution Highway 33 Millhaven, Ontario	21423	Correctional Service of Canada Bath Institution P.O. Box 1500 Bath ON K0H 1G0
Joyceville Medium Institution Highway 15 Joyceville, Ontario	21450	Correctional Service of Canada Joyceville Institution P.O. Box 880 Kingston ON K7L 4X9
Joyceville Minimum Institution c/o Joyceville Inst. Stores Highway 15 Joyceville, Ontario	21451	Correctional Service of Canada Pittsburgh Inst., c/o Joyceville Inst P.O. Box 880 Kingston ON K7L 4X9
Warkworth Institution County Road 29, off Highway 30 Warkworth, Ontario	21460	Correctional Service Canada Warkworth Institution P.O. Box 769 Campbellford ON K0L 1L0
Beaver Creek Medium Institution c/o Beaver Creek Institution Stores Beaver Creek Drive Gravenhurst, Ontario	21422	Correctional Service of Canada P.O. Box 5000 Gravenhurst, ON P1P 1Y2
Beaver Creek Minimum Institution Beaver Creek Drive Gravenhurst, Ontario	21443	Correctional Service of Canada P.O. Box 1240 Gravenhurst, ON P1P 1Y2

Solicitation No. - N° de l'invitation
21401-165232
Client Ref. No. - N° de réf. du client
21401-16-5232

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-6-46218

Buyer ID - Id de l'acheteur
KIN710
CCC No./N° CCC - FMS No./N° VME

ANNEX "E"

STANDING OFFER REPORTING

Standing Offer		(Insert Standing Offer #)		Start Date of SO (DD/MM/YYYY)	End Date of SO (DD/MM/YYYY)	
Total Value to Date (\$)		Total Value for Reporting Period (\$)		Start Reporting Period (DD/MM/YYYY)	End Reporting Period (DD/MM/YYYY)	
Department Requesting	Order Number	Item #	Qty	Date of Order	Date of Delivery	Value of Order (not including HST)

Solicitation No. - N° de l'invitation
21401-165232
Client Ref. No. - N° de réf. du client
21401-16-5232

Amd. No. - N° de la modif.
File No. - N° du dossier
KIN-6-46218

Buyer ID - Id de l'acheteur
KIN710
CCC No./N° CCC - FMS No./N° VME

ANNEX "F" to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

The Offeror accepts to be paid by any of the following Electronic Payment Instrument(s):

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);
- ☐ () Large Value Transfer System (LVTS) (Over \$25M)



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

Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

**Request For a Standing Offer
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and
Government Services Canada, hereby requests a Standing
Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et
Services Gouvernementaux Canada, autorise par la présente,
une offre à commandes au nom des utilisateurs identifiés
énumérés ci-après.

Comments - Commentaires

Address inquiries to the Contracting Authority at;

Veuillez adresser les demandes de renseignements à
l'autorité contractante à;

Ken.Dunphy@pwgsc-tpsgc.gc.ca

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Meat, Fish & Poultry CSC	
Solicitation No. - N° de l'invitation 21401-165232/A	Date 2017-02-22
Client Reference No. - N° de référence du client 21401-16-5232	GETS Ref. No. - N° de réf. de SEAG
File No. - N° de dossier KIN-6-46218 (710)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-04-04	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Dunphy, Ken	Buyer Id - Id de l'acheteur kin710
Telephone No. - N° de téléphone (613)449-5116 ()	FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA 443 UNION STREET P.O. BOX 1174 KINGSTON Ontario K7L4Y8 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

**Name and title of person authorized to sign on behalf of Vendor/Firm
(type or print)**

**Nom et titre de la personne autorisée à signer au nom du fournisseur/
de l'entrepreneur (taper ou écrire en caractères d'imprimerie)**

Signature

Date



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

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

Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

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une offre à commandes au nom des utilisateurs identifiés
énumérés ci-après.

Comments - Commentaires

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Meat, Fish & Poultry CSC	
Solicitation No. - N° de l'invitation 21401-165232/B	Date 2017-02-12
Client Reference No. - N° de référence du client 21401-16-5232	GETS Ref. No. - N° de réf. de SEAG
File No. - N° de dossier KIN-6-46218 (710)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-06-27	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Dunphy, Ken	Buyer Id - Id de l'acheteur kin710
Telephone No. - N° de téléphone (613)449-5116 ()	FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA 443 UNION STREET P.O. BOX 1174 KINGSTON Ontario K7L4Y8 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

**Vendor/Firm Name and Address
Raison sociale et adresse du fournisseur/de l'entrepreneur**

Telephone No. - N° de téléphone
Facsimile No. - N° de télécopieur

**Name and title of person authorized to sign on behalf of Vendor/Firm
(type or print)**
**Nom et titre de la personne autorisée à signer au nom du fournisseur/
de l'entrepreneur (taper ou écrire en caractères d'imprimerie)**

Signature

Date



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

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

Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

**Request For a Standing Offer
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)

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une offre à commandes au nom des utilisateurs identifiés
énumérés ci-après.

Comments - Commentaires

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Meat, Fish & Poultry CSC	
Solicitation No. - N° de l'invitation 21401-165232/C	Date 2017-02-12
Client Reference No. - N° de référence du client 21401-16-5232	GETS Ref. No. - N° de réf. de SEAG
File No. - N° de dossier KIN-6-46218 (710)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-27	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Dunphy, Ken	Buyer Id - Id de l'acheteur kin710
Telephone No. - N° de téléphone (613)449-5116 ()	FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA 443 UNION STREET P.O. BOX 1174 KINGSTON Ontario K7L4Y8 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

**Vendor/Firm Name and Address
Raison sociale et adresse du fournisseur/de l'entrepreneur**

Telephone No. - N° de téléphone
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**Name and title of person authorized to sign on behalf of Vendor/Firm
(type or print)**
**Nom et titre de la personne autorisée à signer au nom du fournisseur/
de l'entrepreneur (taper ou écrire en caractères d'imprimerie)**

Signature

Date



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

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

Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067

**Request For a Standing Offer
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fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Meat, Fish & Poultry CSC	
Solicitation No. - N° de l'invitation 21401-165232/D	Date 2017-02-12
Client Reference No. - N° de référence du client 21401-16-5232	GETS Ref. No. - N° de réf. de SEAG
File No. - N° de dossier KIN-6-46218 (710)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-12-27	
Time Zone Fuseau horaire	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Dunphy, Ken	Buyer Id - Id de l'acheteur kin710
Telephone No. - N° de téléphone (613)449-5116 ()	FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA 443 UNION STREET P.O. BOX 1174 KINGSTON Ontario K7L4Y8 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

**Vendor/Firm Name and Address
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Telephone No. - N° de téléphone
Facsimile No. - N° de télécopieur

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(type or print)**
**Nom et titre de la personne autorisée à signer au nom du fournisseur/
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Signature

Date