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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 and Additional Information: includes the certifications and additional information to be provided;
- Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:
- 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- 6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Requirement, the Basis of Payment, and the standing offer reports form.

1.2 Summary

Rations and Quarters Support Services (R&QSS) Kingston requires the supply and delivery of fruits and vegetables on "as and when required basis" as specified in Annex B, to various sites on the Kingston Canadian Forces Base.

The period of the standing offer is from April 1 to June 30, 2017.

The requirement is subject to the provisions of 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.

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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.

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 3 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:

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- Section I: Technical Offer (2 hard copies)
- Section II: Financial Offer (1 hard copy)
- Section III: Certifications (1 hard copy)
- Section IV: Additional Information (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-policyeng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policyeng.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: Technical Offer

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

Section II: Financial Offer

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

3.1.1 Electronic Payment of Invoices - Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Appendix "1 to Part 3" Electronic Payment Instruments, to identify which ones are accepted.

If Appendix "1 to Part 3" 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 III: 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

The Offeror must submit its offer pricing in accordance with Annex B – Basis of Payment, Table 1, Table 2, and Table 3 in Canadian funds. A firm unit price must be provided for all line items in Annex B - Basis of Payment, Table 1, Table 2, and Table 3.

- 4.1.1.2 Offers will be evaluated based on prices offered in Annex B – Basis of Payment, Table 1, Table 2, and Table 3.

The offeror's Firm Unit Price for Annex B – Basis of Payment, Table 1, Table 2, and Table 3 will be multiplied by the usage for 3 months to calculate the extended price for each line item. The evaluated price will be the aggregate of the extended price for Annex B – Basis of Payment, Table 1, Table 2, and Table 3.

4.1.1.3 Evaluation of Price - Offer

SACC Manual Clause [M0220T](#) (2016-01-28), Evaluation of Price.

4.2 Basis of Selection

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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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/ciif/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ciif/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/ciif/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ciif/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

The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex A.

6.2 Security Requirements

There is no security requirement applicable to the 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 Periodic Usage Reports - Standing Offer

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 monthly basis to the Standing Offer Authority

The data must be submitted to the Standing Offer Authority no later than 10 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 and providing services against the Standing Offer is from April 1 to June 30, 2017 inclusive.

6.4.2 Delivery Points

Delivery of the requirement will be made to delivery points specified at Annex A of the Standing Offer.

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6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Lisa Escander
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Ontario Region
Address: 480C-33 City Center Drive, Mississauga ON L5B 2N5

Telephone: 905-615-2062
Facsimile: 905-615-2060
E-mail address: Lisa.Escander@pwgsc-tpsgc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

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

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: R&QSS Procurement Section, Kingston.

6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Callup Against a Standing Offer, or Unitrak Purchase Order for the required goods.

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$ 10,000.00 (Applicable Taxes included).

6.9 Financial Limitation

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

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 2 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority

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, Statement of Work;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated _____ (*Will be inserted at Standing Offer award*).

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 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 Ontario.

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 - Goods (Medium Complexity) apply to and form part of the Contract.

6.3 Term of Contract

6.3.1 Period of the Contract

The period of the Contract is from date of award for a period of 3 months.

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 for a cost of \$_____ (*to be inserted at contract award*). Customs duties are *included* and Applicable Taxes are extra.

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

6.4.2 Limitation of Price

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

6.4.3 Single Payment

SACC Manual clause H1000C (2008-05-12), Single Payment.

6.4.4 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;

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- 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.

The following must be followed when submitting invoices:

- a. The invoices must be in sequence with the tables in Annex B- Basis of Payment, showing the item number, description, unit of issue, quantity, unit price, extended price, sub-total, GST/HST and total.
 - b. The invoice must identify the call-up number.
 - c. The invoice must identify the consignee address where the goods were delivered.
 - d. Each call-up and consignee point must be invoiced separately
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - 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](#) (2016-01-28), Insurance.

6.7 SACC Manual Clauses

SACC Manual clause [B7500C](#) (2006-06-16), Excess Goods.

SACC Manual clause [A9068C](#) (2010-01-11), Government Site Regulations.

ANNEX A REQUIREMENT

1. Requirement

The supply and delivery of Fruit and Vegetable produce to the Department of National Defence Kingston on an "as and when required" basis.

All products supplied must be in accordance with the latest issue of the relevant Canadian General Standards and all relevant Acts and Regulations.

All goods supplied must be in accordance with DND Food Quality Specifications located in the Buy and Sell (<https://buyandsell.gc.ca>).

Fresh Fruits –E6TOR-13RM20/A
Fresh Vegetables – E6TOR-13RM21/A

2. Item Sizes

No deviation from sizes will be acceptable unless the stated size is no longer available in the industry. The Supplier must notify the technical authority and the contracting authority and obtain their written acceptance of replacement size.

3. Back Orders

No back orders will be accepted unless arranged in advance with the technical authority.

4. Final Inspection & Product Acceptance/Rejection

Inspection and acceptance will rest with the Site Authority at the delivery destination. All products supplied must be free of signs of deterioration, spoilage, filth or damage by rodents or insects. The Site Authority may reject product at the time of delivery and any product(s) must be removed immediately by the Supplier.

Rejected items discovered after delivery must be picked-up within 1 working day of notification of the rejection.

Rejected product(s) must be replaced within 1 working day of notification.

5. Preparation for Delivery

The surface of all boxes/carton must be clearly marked to show the grade, size, net weight and/or quantity, storage instructions and/or special instructions of the product contained in the package.

All boxes/cartons must be clearly labelled with the Supplier's name and address.

The Supplier must supply delivery slips for each delivery.

6. Pallets

All goods must be delivered on registered range or blue pallets only.

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The Supplier must implement a tracking system to ensure that the number of outgoing pallets does not exceed the number of pallets delivered by their company.

This register must be verified by the Site Authority.

The Supplier must maintain a record of the number of pallets delivered to and returned by each delivery location. A copy of this record must be provided to the Site Authority.

Any disagreement with the quantities shown on the summary must be forwarded to the Supplier in writing within thirty (30) days after the last delivery date of the disputed month.

7. Delivery

Deliveries must be made within 24 hours from receipt of a call-up request.

Suppliers must notify receipt of each order within 4 hours of receipt.

Suppliers must notify ordering office of any shortages for orders placed within 4 hours of receipt of an order (no later than 1600hrs).

Delivery must be made during the period of 6:30 to 11:00 on each delivery day.

Deliveries must be made five days per week, Monday to Friday.

Emergency delivery on weekends due to operational requirements must be available with no changes to pricing. Emergency delivery are defined as a national emergency or aid to civil power (i.e ice storm)

8. Delivery Locations

Deliveries to be direct to the following buildings at CFB Kingston ON K7K 7B4:

1. Routledge Hall,

Address: VB31, 9 Parade Rd PO Box 1700, Station Forces
Contact: Procurement Manager
Contact Number: 613-541-5010 ext. 4233
Fax Number: 613-541-4181

2. Warrant Officer and Sergeant's Mess

Address: VB31, 9 Parade Rd PO Box 1700, Station Forces
Contact: Procurement Manager
Contact Number: 613-541-5010 ext. 4233
Fax Number: 613-541-4181

3. Vimy Officers Mess

Address: Barracks C-1, Vimy Barracks, Vimy Officer's Mess, K7K 2Z2
Contact: Procurement Manager
Contact Number: 613-541-5010 ext. 4233
Fax Number: 613-541-4181

4. Royal Military College

Address: RMC CDH, 22 Amiens Ave PO Box 17000 STN FORCES
Contact: RMC Ration Procurement Manager
Contact phone : 613-541-6000 ex. 6802
Fax; 613-540-8073

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5. Fort Frontenac
1 Ontario St
Contact: IC Ration
Contact Number: 613-541-5010 ext. 5963
Fax: 613-541-5830

6. 1 CFJSR
Address: Canadian Forces Joint Signals Regiment, E-30 Clement Bldg. 20 Red Patch ave.
Contact: Chief Cook
Contact number: 613-541-5010 ext. 4067
Fax: 613-541-4367

9. Fruits & Vegetables

Item #	Item Description	Format Requested	Unit of Supply
1	Apples, Granny Smith	1 x 19.05kg	CASE
2	Grapes, Green Seedless	1 x 8.2kg	CASE
3	Grapes, Blue with Seeds	1 x 9.07kg	CASE
4	Melon, Honeydew	1 x 10kg	CASE
5	Cantaloupe	1 x 9.07kg	CASE
6	Kiwi	1 x 3 kg	CASE
7	Nectarines	1 x 11.34kg	CASE
8	Plums, Fresh	1 x 12.7kg	CASE
9	Oranges, Tangerines	1 x 18.14kg	CASE
10	Strawberries	1 x 3.64kg	CASE
11	Blueberries, Fresh	1 x 4.7kg	CASE
12	Cherries, Fresh	1 x 4.983kg	CASE
13	Pineapples, Fresh	1 x 17g	CASE
14	Apples, Golden Delicious	1 x 19.05kg	CASE
15	Apples, Royal Gala	18kg	CASE
16	Apples, Spartan	1 x 40kg	CASE
17	Apples, Red Pink Lady	1x 20 kg	CASE
18	Apples, Fuji	1 x 40kg	CASE
19	Lettuce, Head, Iceberg	1 x 21.2kg	CASE

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20	Lettuce, Romaine	1 x 19.05kg	CASE
21	Mushrooms, Portobello	1 x 454g	CASE
22	Onions, Spanish	1 x 22.650kg	CASE
23	Peppers, Yellow	1 x 11kg	CASE
24	Peppers, Green	1 x 11kg	CASE
25	Radishes	14 x 454g bags	CASE
26	Peppers, Red	1 x 11kg	CASE
27	Spinach, Fresh	12 x 283g bags	CASE
28	Tomatoes, Cherry	1 x 6.13kg	CASE
29	Utility Tomatoes	1 x 5kg	CASE
30	Zucchini, Green	1 x 9.07kg	CASE
31	Alfalfa Sprouts	12 x 145g square containers	CASE
32	Cucumbers, English	1 x 5.4kg	CASE
33	Beans, Green	6 x 2 kg bags	CASE
34	Lettuce, California Mix	1 x 310g	CASE
35	Peas, Snap	2kg	CASE
36	Squash, Butternut	1 x 1 kg	CASE
37	Tomatoes, Grape	12 x 500gper box	CASE
38	Lettuce, Romaine, Chopped	5 kg	CASE
39	Bananas (#2)	1 x 18.20kg	KILOGRAM
40	Pears	1 x 19.96kg	KILOGRAM
41	Watermelon	1 x 5kg	KILOGRAM
42	Grapes, Red Seedless	1 x 8.20kg	KILOGRAM
43	Turnips	1 x 22.68kg	KILOGRAM
44	Asparagus Spears, Green	1 x 12.73kg	KILOGRAM
45	Bean Sprouts, Fresh	1 x 4.54 kg	KILOGRAM
46	Brussels Sprouts, Fresh	1 x 11.34kg	KILOGRAM

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47	Cauliflower, Fresh	1 x 14.52kg	KILOGRAM
48	Corn On the Cob	1 x 20.4kg	KILOGRAM
49	Cucumbers, Regular	1 x 11.34kg	KILOGRAM
50	Peas, Snow	1 x 4.54kg	KILOGRAM
51	Blackberries, Fresh	1 x 10kg	FLAT
52	Mushrooms, White Button	1 x 2.27kg	BOX
53	Mushrooms, Shiitake	1 x 1.36kg	BOX
54	Peppers, Orange	5kg	BOX
55	Onions, Yellow	1 x 22.68kg	BAG
56	Onions, Red	1 x 11.34kg	BAG
57	Cabbage, Green	1 x 22.68kg	BAG
58	Cabbage, Red	1 x 22.68kg	BAG
59	Carrots	23kg	BAG
60	Celery, Fresh	1 x 22.68kg	CASE
61	Fries, Fresh	6 x 2 kg	CASE
62	Apples, Macintosh	1 x 120 ea.	CASE
63	Grapefruit, Pink	1 x 48 ea.	CASE
64	Lemons	1 x 140 ea.	CASE
65	Apples, Red Delicious	1 x 113 ea.	CASE
66	Oranges, Navel	1 x 113ea.	CASE
67	Avocado	1 x 8 ea.	CASE
68	Lettuce, Leaf	24 bags per box	CASE
69	Onions, Green	48 per box	CASE
70	Eggplant	1 x 24 ea.	CASE
71	Kale	1 x 24 ea.	CASE
72	Leeks, Whole	1 x 12 ea.	CASE
73	Limes	1 x 54 ea.	BOX

74	Watermelon, Seedless	1 x 2 count	BOX
75	Greens, Collard	1 x 24 pkg	BOX
76	Parsnips	1 x 12ea.	BAG
77	Cabbage, Green, Shredded	1 x 12ea.	BAG
78	Mango	1 x 3 lb	CASE
79	Fruit Salad, Tropical	2 x 8lb pales	CASE
80	Broccoli, Fresh	1 x 20lb	CASE
81	Zucchini, Yellow	1 x 5lb	CASE
82	Spinach, baby Fresh	4 x 2.5lb per box	CASE
83	Tomatoes, Roma (Italian)	1 x 25lb	CASE
84	Lettuce, Iceberg, Chopped	4 x 5 lb	CASE
85	Raspberries, Fresh	12 x 6oz.	FLAT
86	Beets, Fresh	25lb	BAG
87	Bok Choy	1 x 13.61kg	EACH
88	Red Potatoes	1 x 3lbs	CASE
89	Russets	1 x 3lbs	CASE

10. Refreshing of Price

Refreshing of pricing will be permitted to the Standing Offer Holder on a one (1) month basis. Unit pricing that is increased more than 15% must be accompanied by price support in accordance with SACC Manual Clause C0008T (2007-05-25) Price Support- Non-competitive Bid.

The Standing Offer Holder will submit updated price lists to Standing Offer Authority on the day specified. If no updates are sent then the previous month's price list pricing will be in effect. DND will use the prices listed in Annex B.

PRICE REFRESH INSTRUCTION: Delivery of revised pricing will be the sole responsibility of the Offeror.

Offeror(s) may submit revised pricing to be effective the following month. All pricing submitted must be firm for the following month, and be FOB Destination, with Canadian Customs Duties and Excise Taxes as applicable INCLUDED, and Goods and Services Tax (GST) or Harmonized Sales TAX (HST) as applicable EXCLUDED and to include all mark-up.

Price Revisions for CFB Kingston must be forwarded to the Standing Offer Authority, Fax # 905-615-2060. If a revised price list is not received on or before 10:00 AM local time on date specified, the last current price list will be the effective pricing for the coming month.

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PRICE REFRESH SCHEDULE

1st Price Refresh – May 1 at 10:00AM EST.
2nd Price Refresh – June, 2017 at 10:00AM EST.

11. DND Food Quality Specifications

All goods supplied must be in accordance with the DND Food Quality Specifications located at Buy and Sell (www.buyandsell.gc.ca)

Fresh Fruit (E6TOR-13RM20)
Fresh Vegetables (E6TOR-13RM21)
Herbs and Spices (E6TOR-13RM25)
Legumes (E6TOR-13RM28)

**ANNEX B
BASIS OF PAYMENT**

Firm unit prices in Canadian funds including fuel costs, delivery costs, FOB Destination, transportation/storage costs, and any overhead costs. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is to be shown separately, if applicable.

Refreshing of pricing will be permitted to the Standing Offer Holder on a one (1) month basis. Unit pricing that is increased more than 15% must be accompanied by price support in accordance with SACC Manual Clause C0008T (2007-05-25) Price Support- Non-competitive Bid.

**Items in italics will be removed at standing offer award.*

Table 1 - A. Kilograms

Item #	Item Description	Requested Format	Unit of Supply	A. Total Approx. quantities for three (3) months (KG's)	Proposed Case Size	B. Unit Price per KG	C. Extended Price (A x B)
1	Apples, Granny Smith	1 x 19.05kg	CASE	965.33		\$ _____	\$ _____
2	Grapes, Green Seedless	1 x 8.2kg	CASE	49.20		\$ _____	\$ _____
3	Grapes, Blue with Seeds	1 x 9.07kg	CASE	73.74		\$ _____	\$ _____
4	Melon, Honeydew	1 x 10kg	CASE	445.48		\$ _____	\$ _____
5	Cantaloupe	1 x 9.07kg	CASE	1100.00		\$ _____	\$ _____
6	Kiwi	1 x 3 kg	CASE	61.90		\$ _____	\$ _____
7	Nectarines	1 x 11.34kg	CASE	28.35		\$ _____	\$ _____
8	Plums, Fresh	1 x 12.7kg	CASE	31.75		\$ _____	\$ _____
9	Oranges, Tangerines	1 x 18.14kg	CASE	54.42		\$ _____	\$ _____
10	Strawberries	1 x 3.64kg	CASE	661.83		\$ _____	\$ _____
11	Blueberries, Fresh	1 x 4.7kg	CASE	133.63		\$ _____	\$ _____
12	Cherries, Fresh	1 x 4.983kg	CASE	24.92		\$ _____	\$ _____
13	Pineapple. Fresh	1 x 17g	CASE	2326.56		\$ _____	\$ _____
14	Apples, Golden Delicious	1 x 19.05kg	CASE	1311.48		\$ _____	\$ _____
15	Apples, Royal Gala	18 kg	CASE	576.99		\$ _____	\$ _____
16	Apples, Spartan	1 x 40g	CASE	29.67		\$ _____	\$ _____
17	Apples, Red Pink Lady	1x 20 kg	CASE	60.00		\$ _____	\$ _____

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18	Apples, Fuji	1 x 40g	CASE	6.84		\$ _____	\$ _____
19	Lettuce, Head, Iceberg	1 x 21.2kg	CASE	275.60		\$ _____	\$ _____
20	Lettuce, Romaine	1 x 19.05kg	CASE	402.14		\$ _____	\$ _____
21	Mushrooms, Portobello	1 x 454g	CASE	10.44		\$ _____	\$ _____
22	Onions, Spanish	1 x 22.650kg	CASE	1600.00		\$ _____	\$ _____
23	Peppers, Yellow	1 x 11kg	CASE	492.53		\$ _____	\$ _____
24	Peppers, Green	1 x 11kg	CASE	712.80		\$ _____	\$ _____
25	Radishes	14 x 454g bags	CASE	261.23		\$ _____	\$ _____
26	Peppers, Red	1 x 11kg	CASE	704.00		\$ _____	\$ _____
27	Spinach, Fresh	12 x 283g bags	CASE	271.68		\$ _____	\$ _____
28	Tomatoes, Cherry	1 x 6.13kg	CASE	478.26		\$ _____	\$ _____
29	Utility Tomatoes	1 x 5kg	CASE	400.00		\$ _____	\$ _____
30	Zucchini, Green	1 x 9.07kg	CASE	435.36		\$ _____	\$ _____
31	Alfalfa Sprouts	12 x 145g square containers	CASE	1.74		\$ _____	\$ _____
32	Celery, Fresh	1 x 22.68kg	CASE	1450.10		\$ _____	\$ _____
33	Cucumbers, English	1 x 5.4kg	CASE	1306.49		\$ _____	\$ _____
34	Beans, Green	6 x 2.27 kg	CASE	151.44		\$ _____	\$ _____
35	Lettuce, California Mix	1 x 310g	CASE	3.10		\$ _____	\$ _____
36	Peas, Snap	18.14kg	CASE	31.24		\$ _____	\$ _____
37	Squash, Butternut	1 x 1 kg	CASE	30.20		\$ _____	\$ _____
38	Tomatoes, Grape	12 x 500g per box	CASE	60.00		\$ _____	\$ _____
39	Lettuce, Romaine, Chopped	5 kg	CASE	75.00		\$ _____	\$ _____
40	Bananas	1 x 18.20kg	KILOGRAM	1456.00		\$ _____	\$ _____
41	Pears	1 x 19.96kg	KILOGRAM	40.90		\$ _____	\$ _____
42	Watermelon	1 x 5kg	KILOGRAM	240.00		\$ _____	\$ _____
43	Grapes, Red Seedless	1 x 8.20kg	KILOGRAM	182.50		\$ _____	\$ _____
44	Turnips	1 x 22.68kg	KILOGRAM	25.90		\$ _____	\$ _____
45	Asparagus Spears, Green	1 x 4.54kg	KILOGRAM	98.00		\$ _____	\$ _____

46	Bean Sprouts, Fresh	1 x 1kg	KILOGRAM	54.61		\$ _____	\$ _____
47	Brussels Sprouts, Fresh	1 x 11.34kg	KILOGRAM	14.52		\$ _____	\$ _____
48	Cauliflower, Fresh	1 x 14.52	KILOGRAM	351.50		\$ _____	\$ _____
49	Corn On the Cob	1 x 20.4kg	KILOGRAM	13.00		\$ _____	\$ _____
50	Cucumbers, Regular	1 x 11.34kg	KILOGRAM	321.63		\$ _____	\$ _____
51	Peas, Snow	1 x 4.54kg	KILOGRAM	221.38		\$ _____	\$ _____
52	Blackberries, Fresh	1 x 10kg	FLAT	96.00		\$ _____	\$ _____
53	Mushrooms, White Button	1 x 2.27kg	BOX	755.07		\$ _____	\$ _____
54	Mushrooms, Shiitake	1 x 1.36kg	BOX	13.60		\$ _____	\$ _____
55	Peppers, Orange	5kg	BOX	91.60		\$ _____	\$ _____
56	Onions, Yellow	1 x 22.68kg	BAG	1097.60		\$ _____	\$ _____
57	Onions, Red	1 x 11.34kg	BAG	362.88		\$ _____	\$ _____
58	Cabbage, Green	1 x 22.68kg	BAG	2870.27		\$ _____	\$ _____
59	Cabbage, Red	1 x 22.68kg	BAG	2121.94		\$ _____	\$ _____
60	Carrots	23kg bag	BAG	1104.00		\$ _____	\$ _____
61	Fries, Fresh	6 x 2 kg	CASE	2,592		\$ _____	\$ _____

Table 1.A Total Extended Price (Sum of all items in Column C) = \$ _____

Table 2 – B. Each

Item #	Item Description	Requested Format	Unit of Supply	A. Total Approx. quantities for three (3) months	Proposed Case Size	B. Firm Price per Case/Box/Bag	C. Extended Price (A x B)
62	Apples, Macintosh	1 x 120 ea.	CASE	48		\$ _____	\$ _____
63	Grapefruit, Pink	1 x 48 ea.	CASE	39		\$ _____	\$ _____
64	Lemons	1 x 140 ea.	CASE	43		\$ _____	\$ _____
65	Apples, Red Delicious	1 x 113 ea.	CASE	48		\$ _____	\$ _____
66	Oranges, Navel	1 x 113 ea.	CASE	80		\$ _____	\$ _____
67	Avocado	1 x 8 ea.	CASE	12		\$ _____	\$ _____
68	Lettuce, Leaf	24 bags per box	CASE	33		\$ _____	\$ _____

69	Onions, Green	48 per box	CASE	32		\$ _____	\$ _____
70	Eggplant	1 x 24 ea.	CASE	16		\$ _____	\$ _____
71	Kale	1 x 24 ea.	CASE	16		\$ _____	\$ _____
72	Leeks, Whole	1 x 12 ea	CASE	20		\$ _____	\$ _____
73	Limes	1 x 54 ea.	BOX	16		\$ _____	\$ _____
74	Watermelon, Seedless	1 x 2 count	BOX	6		\$ _____	\$ _____
75	Greens, Collard	1 x 24 pkg	BOX	6		\$ _____	\$ _____
76	Parsnips	1 x 12ea.	BAG	10		\$ _____	\$ _____
77	Cabbage, Green, Shredded	1 x 12ea.	BAG	29		\$ _____	\$ _____

Table 2. B Total Extended Price (Sum of all items in Column C) = \$ _____

Table 3 – C. Pounds

Item #	Item Description	Requested Format	Unit of Supply	A. Total Approx. quantities for three (3) months (lb's)	Proposed Case Description	B. Firm Unit Price per lb.	C. Extended Price (A x B)
78	Mango	1 x 3 lb	CASE	21		\$ _____	\$ _____
79	Fruit Salad, Tropical	2 x 8lb pales	CASE	48		\$ _____	\$ _____
80	Broccoli, Fresh	1 x 20lb	CASE	80		\$ _____	\$ _____
81	Zucchini, Yellow	1 x 5lb	CASE	16		\$ _____	\$ _____
82	Spinach, baby Fresh	4 x 2.5lb	CASE	25		\$ _____	\$ _____
83	Tomatoes, Roma (Italian)	1 x 25lb	CASE	20		\$ _____	\$ _____
84	Lettuce, Iceberg, Chopped	4 x 5 lb	CASE	160		\$ _____	\$ _____
85	Raspberries, Fresh	12 x 6oz.	FLAT	64		\$ _____	\$ _____
86	Beets, Fresh	25lb	BAG	75		\$ _____	\$ _____
87	Bok Choy	1 x 13.61lb	EACH	100		\$ _____	\$ _____
88	Red Potatoes	1 x 3lbs	CASE	6,390		\$ _____	\$ _____
89	Russets	1 x 3lbs	CASE	6,390		\$ _____	\$ _____

Table 3.C Total Extended Price (Sum of all items in Column C) = \$ _____

Total Evaluated Extended Price of Table 1.A + Table 2.B + Table 3.C = \$ _____

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ANNEX "D"
PWGSC-TPSGC 942, CALL-UP AGAINST A STANDING OFFER

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APPENDIX "1" 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)

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APPENDIX "2" to PART 5 OF THE REQUEST FOR STANDING OFFERS REQUIRED DOCUMENTATION

1. Board of Directors

In accordance with Part 5, Certifications, Section 5.2.1 Integrity Provisions – Required Documentation, Offer or(s) are required to provide a list of their Board of Directors before contract award. Offeror(s) are requested to provide this information in their bid.

Director Name: _____ Title: _____

2. Procurement Business Number (PBN)

In accordance with Standard Instruction 2006, section 2, Procurement Business Number, of the Standard Instructions, Offeror(s) are required to have a Procurement Business Number (PBN) before Standing Offer award.

Procurement Business Number - _____

Suppliers may register for a PBN online at [Supplier Registration Information](#). For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.