



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

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

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

6A2-16, Place du Portage

Phase III

Gatineau

Québec

K1A 0S5

Title - Sujet Bread for Connaught Range Kitchen	
Solicitation No. - N° de l'invitation W0002-18DC10/A	Date 2018-02-26
Client Reference No. - N° de référence du client 01-16-347-16	Amendment No. - N° modif. 001
File No. - N° de dossier pd008.W0002-18DC10	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$SPD-008-74444	
Date of Original Request for Standing Offer 2018-02-16	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-02	
Time Zone Fuseau horaire Eastern Standard Time EST	
Address Enquiries to: - Adresser toutes questions à: Simard(pd008), Remi	
Buyer Id - Id de l'acheteur pd008	
Telephone No. - N° de téléphone (873) 469-3193 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

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PD008
CCC No./N° CCC - FMS No./N° VME

Cette modification 001 est émise afin de prolonger la période de l'invitation et modifier l'annexe B
A la page 1:

Supprimer:

Solicitation Closes - L'invitation prend fin

at – à 02:00 PM

on – le 2018-02-27

Insérer: Solicitation Closes - L'invitation prend fin

at – à 02:00 PM

on – le 2018-03-02

Annexe B

Supprimer:

17		PAINS À SAUCISSE 7", TRANCHÉS
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Tous les autres termes et conditions demeurent les mêmes

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ANNEX B

BASIS OF PAYMENT

**Electronic Financial Offer Template (EFOT)
(Provided as an electronic attachments)
Upon issuance of any resulting Standing Offer,
Annex "B" will contain the Resulting Electronic Price List**

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ANNEX C 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);

ANNEX D

Electronic Standing Offer Usage Report

(Provided as an electronic attachments)

Instructions for Completing the Electronic Standing Offer Usage Report

1. General Instructions

Qualified Offerors will be supplied with the Electronic Standing Offer Usage report template at such time as a Standing Offer is issued to them. Subsequently, as required, Offerors may request that the Standing Offer Authority send a copy of the Electronic Standing Offer Usage report template to them by e-mail. Offerors must complete the Electronic Standing Offer Usage report in accordance with the instructions below.

2. Electronic processing of Standing Offer Usage Report

Reports must be submitted by electronic mail to the Standing Offer Authority in the ".XLS" or ".XLSX" (Excel compatible) file format.

2.1 The Standing Offer usage report will be processed by PWGSC using electronic automation. If the Offeror's report is submitted in a way that prevents automated processing, the report will be deemed as unacceptable and returned to the Offeror with information pertaining to the deficiency.

2.2 The use of the "Copy" and "Paste" feature may negatively impact certain aspects of the template. PWGSC suggests Offerors use "Copy" and "Paste Special - Values".

3. Itemized reporting

Offerors must include the requested data for every item sold as a result of call ups against the Standing Offer.

4. Field descriptions and input instructions

Fields in the Report are identified by column heading or by tag. The purpose of each field is described and the instructions for completing the field are provided below.

Part I: Report Header

a) Standing Offer Number

The Offeror must enter the Standing Offer number which appears on the cover page of their Standing Offer.

b) Company Name

The Offeror must enter their legal company name.

c) Period

The Offeror must select the Quarter for which it is submitting a report from the pull down list. Offerors must submit a report for every quarter.

Part II: Report Body

a) Delivery point

Offerors must enter the location name or address where the item was delivered.

b) Invoice number

Offerors must enter their invoice number for each item sold as a result of a call up against the Standing Offer. Offerors may aggregate more than one item per invoice number.

c) Qty

Offerors must enter the quantity of items sold as a result of a call up against the Standing Offer. If the unit of sale is for multiple individual units, this field should reflect the number of units of sale sold. Example (if the Unit of Sale is dozen, and one dozen was sold the QTY field should indicate "1"). Alternatively if the Unit of Sale is dozen and 6 individual pieces are sold the QTY field should indicate "0.5"

d) Manufacturer / Brand

This field must contain the Manufacturer of the item sold as a result of a call up against the Standing Offer. While the Brand and Manufacturer of a product may in some instances be interchangeable, this is not always the case. The Offeror must enter the name of the Manufacturer of the item sold as a result of a call up against the Standing Offer.

e) Manufacturer's Product Code

Offerors must enter the Manufacturer's Model Number for the item sold as a result of call ups against the Standing Offer.

f) Offeror SKU

Offerors must enter their part number (or SKU) for the item sold as a result of call ups against the Standing Offer exactly as it is listed in the "Offeror's Part Number" field of the Price List submitted with their offer.

g) Unit of Sale

This field represents the Unit of Sale for the item sold as a result of call ups against the Standing Offer. The Unit of Sale "ea." typically represents the smallest unit of sale for an item. case, bag or box should include # of items per case, bag or box. Example: box of 12

h) Description

This field must contain a short description of the item sold as a result of call ups against the Standing Offer and must at a minimum include sufficient information to identify the primary purpose of the item and its core defining attributes. (Chicken Fillets, Breaded, Frozen)

i) Date of Invoice

Offerors must enter the date at which the call up for the item sold as a result of call ups against the Standing Offer was invoiced. The date must be entered using the YYYY-MM-DD format.

j) Unit Price

This field must contain the Offeror's price invoiced per unit of issue for the item sold as a result of call ups against the Standing Offer. The Offeror must enter a numerical value which represents the price in dollars and cents separated by a period (23.12) without any spaces, dashes or special characters.

k) Extended Price

This field must contain the Offeror's price invoiced per unit of issue multiplied by the quantity of each items sold as a result of call ups against the Standing Offer. The Offeror must enter a numerical value which represents the price in dollars and cents separated by a period (23.12) without any spaces, dashes or special characters.

Appendix 1

Instructions for Completing the Electronic Financial Offer Template

1 General Instructions

Offerors must complete the Electronic Financial Offer Template (EFOT) provided as an electronic attachment to this requirement, in accordance with the instructions below. The EFOT submitted with the Offer will form part of any resulting Standing Offer as the pricing basis.

Each row in the Financial Offer Template represents one item.

Offerors must save a copy of the completed EFOT in Excel compatible format (.XLSX or .XLS) on a Compact Disk (CD) or Digital Versatile Disc (DVD) or USB stick and include it with their Offer.

Offerors must print a copy of each tab of the EFOT and include it with their Offer. Print Formatting, Header and Footer information for printing purposes is included in the EFOT; Offerors must not change this information.

2 Electronic Processing of Financial Offer Template

The Electronic Financial Offer Template may be processed for evaluation by PWGSC using electronic automation. As such, Offerors must not unlock or change the format of the Electronic Financial Offer Template in any way. At the time of evaluation, if the Offeror's Electronic Financial Offer Template has been reformatted changed in a way that prevents automated processing, the Offer may be found non-responsive.

3 Field Color

All green colored fields are requested to be populated by the Offeror in compliance with the instructions below;

Orange fields represent fields that are calculated automatically and require no data entry;

White fields are fields populated by Canada and require no data entry;

Yellow, gray and blue colored fields are headers and require no entry;

4 Field Descriptions and Input Instructions

Fields in the Electronic Financial Offer Template are identified by column heading. The purpose of each field is described and the instructions for completing the field are provided.

A) Item No.

Purpose: This field represents a number assigned to the line item in the list for the purpose of this solicitation. Any amendments or questions pertaining to the line items or products requested will be addressed by this item number during the solicitation period.

Input instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

B) Unitrack Code

Purpose: This field represents DND reference code for the line item.

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Input instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

C) Product / Item Description

Purpose: This field represents a brief description of the item required.

Input instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

D) Grading and sizing

Purpose: This field represents the grading and sizing, where applicable, for the item required.

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

E) Requested item count per package

Purpose: This field represents the number of items included in a package. Example (12 cans of tomato paste per box)

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

F) Item Format / Size

Purpose: When associated with the unit of measure in column F, this field represents the volume, weight, count of the item required (170 ml, 454 g, 20 ea.)

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

G) Unit of Measure

Purpose: This field represents the unit of measure (weight, volume, count) associated with the value in column E.

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

H) Total requested volume / weight / count per requested packaging option

Purpose: When associated with the Unit of measure in column H, this field represents the total volume, weight or count of items requested per preferred packaging option

Input Instructions: This field is automatically calculated, no data entry on behalf of the Offeror is required.

I) Unit of Measure

Purpose: This field represents the unit of measure (weight, volume or count) associated with the value in column G.

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

J) Offered Brand

Purpose: This field represents the brand or manufacturer name of the line item.

Input Instructions: If the cell color is light green the offeror is requested to enter the brand name of the product offered. If the cell color is white, the offeror will supply the requested brand.

K) Offered Product Code

Purpose: This field represents the manufacturer's product code for the line item.

Input Instructions: If the cell color is light green the offeror is requested to enter the manufacturer product code of the product offered. If the cell color is white, the offeror will supply the requested product code.

L) Offered Item Count per Package

Purpose: This field represents the number of items included in a package. Example (12 cans of tomato paste per box)

Input Instructions: The offeror is requested to enter the number of items included in the proposed packaging option. This field may only contain numeric values (no letters, commas or special characters)

M) Item Format / Size

Purpose: When associated with the unit of measure in column M, this field represents the volume, weight, format of the item required (170 ml, 454 g, 20 ea.)

Input Instructions: The offeror is requested to enter the format count or size of items included in the proposed packaging option. This field may only contain numeric values (no letters, commas or special characters)

N) Unit of Measure

Purpose: This field represents the unit of measure (weight, volume, count) associated with the value in column L.

Input Instructions: The Offeror is requested to select the appropriate unit of measure from the drop down menu. No other value will be accepted.

O) Total offered volume / weight per offered packaging option

Purpose: When associated with the Unit of measure in column O, this field represents the total volume, weight, count of items requested per preferred packaging option

Input Instructions: This field is automatically calculated, no data entry on behalf of the Offeror is required.

P) Unit of Measure

Purpose: This field represents the unit of measure (weight, volume, count) associated with the value in column N.

Input Instructions: This field is automatically calculated, no data entry on behalf of the Offeror is required.

Q) Price per Offered packaging option

Purpose: This field represents the price for the packaging option for the line item as described in columns I through O. Example (price for a box 16 x 454 grams of product "x" with a total weight of 7.264 kg)

Input Instructions: The Offeror must enter a numerical value which represents its firm price for the line item offered in dollars and cents separated by a period (23.12) without any spaces, dashes or special characters. All values submitted will be rounded to 2 decimals

R) Price per evaluated unit of measure

Purpose: This field represent the price per single evaluated unit of issue at column Q. Example: Where the price for a box of 16 x454 grams of a product is \$7.98 the Price per evaluated unit of measure is \$1.098568/ kg

Input Instructions: This field is automatically calculated, no data entry on behalf of the Offeror is required.

S) Evaluated Unit of measure

Purpose: This field represents the unit of measure that will be used for price evaluation

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

T) Estimated # of packages

Purpose: This field represents the estimated number of packages (based on preferred packaging option) to be consumed by the client. This is no way represents a commitment to purchase and is used for evaluation purposes only.

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

U) Estimated # of packages (adjusted in accordance with offered packaging option)

Purpose: This field represents the estimated number of packages based on the offered packaging option to cover the requirement identified in column S. The value in this field is rounded up to the nearest integer. This is no way represents a commitment to purchase and is used for evaluation purposes only.

Input Instructions: This field is populated by CANADA and no data entry on behalf of the Offeror is required.

V) Evaluation price (based on preferred packing option)

Purpose: This field is the estimated total price per line item for the number of estimated packages (Column S) times the total requested volume (Column G) times the price per evaluated unit of measure (Column R)

Input Instructions: This field is automatically calculated, no data entry on behalf of the Offeror is required.