



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

**Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions Travaux publics et Services
gouvernementaux Canada**
Building S-111, Rm C-114
101 Menin Rd. Garrison Petawawa
Petawawa
Ontario
K8H 2X3
Bid Fax: (613) 687-6656

**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
cynthia.lamorie@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 Canada Supply
and Services Operation
Petawawa Procurement
Building S-111, Rm C-114
101 Menin Rd. Garrison Petawawa
Petawawa
Ontario
K8H 2X3

Title - Sujet Boxed Lunches	
Solicitation No. - N° de l'invitation W0107-181531/A	Date 2018-06-28
Client Reference No. - N° de référence du client W0107-18WS31	GETS Ref. No. - N° de réf. de SEAG PW-\$PET-907-1508
File No. - N° de dossier PET-8-49010 (907)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-07-16	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Delivery Required - Livraison exigée	
Address Enquiries to: - Adresser toutes questions à: Lamorie, Cindy	Buyer Id - Id de l'acheteur pet907
Telephone No. - N° de téléphone (613)687-6655 ()	FAX No. - N° de FAX (613)687-6656
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Normandy Court Kitchen Bldg G-104 Garrison Petawawa, ON K8H 2X3	
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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 INTRODUCTION	3
1.2 SUMMARY	3
1.3 DEBRIEFINGS	3
PART 2 - OFFEROR INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	4
2.2 SUBMISSION OF OFFERS	4
2.3 ENQUIRIES - REQUEST FOR STANDING OFFERS	4
2.4 APPLICABLE LAWS	4
PART 3 - OFFER PREPARATION INSTRUCTIONS	4
3.1 OFFER PREPARATION INSTRUCTIONS	4
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	5
4.1 EVALUATION PROCEDURES	5
4.2 BASIS OF SELECTION	6
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	6
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER	7
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION	7
PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	8
A. STANDING OFFER	8
6.1 OFFER	8
6.2 SECURITY REQUIREMENTS	8
6.3 STANDARD CLAUSES AND CONDITIONS	8
6.4 TERM OF STANDING OFFER	9
6.5 AUTHORITIES	9
6.6 IDENTIFIED USERS	10
6.7 CALL-UP INSTRUMENT	10
6.8 LIMITATION OF CALL-UPS	10
6.9 PRIORITY OF DOCUMENTS	11
6.10 CERTIFICATIONS AND ADDITIONAL INFORMATION	11
6.11 APPLICABLE LAWS	11
B. RESULTING CONTRACT CLAUSES	11
6.1 REQUIREMENT	11
6.2 STANDARD CLAUSES AND CONDITIONS	11
6.3 TERM OF CONTRACT	11
6.4 PAYMENT	12
6.5 INVOICING INSTRUCTIONS	12
6.6 INSURANCE REQUIREMENTS	12
6.7 SACC MANUAL CLAUSES	13
6.8 INSPECTION AND ACCEPTANCE	13
ANNEX "A"	14
REQUIREMENT	14

Solicitation No. - N° de l'invitation
W0107-181531
Client Ref. No. - N° de réf. du client
W0107-18WS1531

Amd. No. - N° de la modif.
File No. - N° du dossier
PET-8-49010

Buyer ID - Id de l'acheteur
PET907
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"	18
BASIS OF PAYMENT	18
ANNEX "C"	33
PERIODIC USAGE REPORT FORM.....	33
ANNEX "D" TO PART 3 OF THE REQUEST FOR STANDING OFFERS.....	34
ELECTRONIC PAYMENT INSTRUMENTS.....	34
ANNEX "E"	35
ADDITIONAL CERTIFICATION INFORMATION	35

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 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 Statement of Work, the Basis of Payment and the Electronic Payment Instruments.

1.2 Summary

- 1.2.1** For the Department of National Defence, establish a Regional Individual Standing Offer for the provision of sandwiches, submarines, and boxed lunches of an "as and when" requested basis for Garrison Petawawa.

The period for placing call-ups against the Standing Offer will be from date of award to 31 July 2019.

- 1.2.2** The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

- 1.2.3** The requirement is subject to a preference for Canadian goods and/or services.

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](#) (2018-05-22) 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 in the RFSO.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 5 (five) 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

Due to the nature of the RFSO, offers transmitted by epost Connect service will not be accepted.

And,

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 hard copy of their offer:

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

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](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). 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 the Annex B, Basis of Payment".

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

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.

(a) Unit pricing must be submitted in accordance with Annex "B" Basis of Payment for Pricing Basis A, B and D and a percentage discount for Pricing Basis C.

(b) Offers must be submitted in accordance with Annex "B" Basis of Payment and must not contain any alteration to the preprinted or pre-typed portions.

(c) Offers must not contain any condition or qualification placed upon the offer.

(d) Pricing must be firm in Canadian currency, excluding applicable taxes, and must not be indexed or tied to an escalation factor.

4.1.1.2 Evaluation of Price

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

The extended prices of all items listed in Annex B, Basis of Payment, Pricing Basis A, B and D will be calculated by multiplying the estimated usage figures by the unit prices offered by the Offerors to calculate the extended pricing for each line item.

The extended price for Annex B, Basis of Payment Pricing Basis C will be the estimated usage less the estimated usage multiplied by the percent discount.

The extended prices for all line items will be added together to calculate the Offeror's evaluated price.

4.2 Basis of Selection

4.2.1 Basis of Selection

SACC Manual Clause [M0069T](#) (2207-05-25) 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 Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.1.2 Additional Certifications Required with the Offer

5.1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are Canadian goods, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

() a minimum of 80 percent of the total bid price consist of Canadian goods as defined in paragraph 1 of clause [A3050T](#).

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

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 section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of 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](https://www.canada.ca/en/employment-social-development/canada-labour/s) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

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.

5.2.3 Additional Certifications Precedent to Issuance of a 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 Requirements

6.2.1 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](#) (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3.2 Standing Offers 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 "D ". 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 to June 30;

- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) 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 from date of issuance to 31 July 2019.

6.5 Authorities

6.5.1 Standing Offer Authority

Name: Cindy Lamorie
 Title: Supply Specialist
 Public Works and Government Services Canada
 Acquisitions Branch
 Address: 101 Menin Rd, Bldg S-111 Garrison Petawawa, Ontario

Telephone: 613-401-3643
 Facsimile: 613- 687- 6656
 E-mail address: cynthia.lamorie@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 *[Note to Bidders: Canada will insert information at time of Contract Award]*

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

6.5.3 Offeror's Representative *[Note to Offeror's: Please fill out required information]*

Name and telephone number of the person responsible for:

General Enquiries

Name: _____

Telephone No: _____

Facsimile No: _____

E-mail address: _____

Delivery follow-up

Name: _____

Telephone No: _____

Facsimile No: _____

E-mail address: _____

Procurement Business Number: _____

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is Garrison Petawawa.

6.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer
 - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
 - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
 - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
 - standing offer number;
 - statement that incorporates the terms and conditions of the Standing Offer;
 - description and unit price for each line item;
 - total value of the call-up;
 - point of delivery;
 - confirmation that funds are available under section 32 of the Financial Administration Act;
 - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

6.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$25,000.00 (Applicable Taxes included).

6.9 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 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2018-06-21), General Conditions – Goods (Medium Complexity)
- f) Annex A, Requirement;
- g) Annex B, Basis of Payment;
- h) the Offeror's offer dated _____ [*note to Offeror's: Canada will insert information at time of issuance*]

6.10 Certifications and Additional Information

6.10.1 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.

6.11 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 _____. [*Note: to Offeror's: If applicable, Canada will insert the name of the province or territory as specified by the Offeror in its offer*]

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 (2018-06-21) General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 Interest on Overdue Accounts, of 2010A (2016-04-04) General Conditions – Goods (Medium Complexity) apply to and form part of the Contract and will not apply to payments made by credit cards.

6.3 Term of Contract

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

The Basis of Payment attached hereto as Annex "B" shall be used to price any call-up made pursuant to this Standing Offer.

(a) In consideration of the Offeror satisfactorily completing all obligations under the call-up, the Offeror will be paid firm unit price(s), as specified in Annex B. Customs duties are included and applicable taxes are extra.

6.4.2 Limitation of Price

SACC Manual clause [C6000C](#) (2017-08-17) 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;
- 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:

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.6 Insurance Requirements

SACC Manual clause [G1005C](#) (2016-01-28) Insurance – No Specific Requirement

6.7 SACC Manual Clauses

SACC *Manual* clause [A9062C](#) (2011-05-16) Canadian Forces Site Regulations
SACC *Manual* clause [D0014C](#) (2007-11-30) Delivery of Fresh Chilled or Frozen Products
SACC *Manual* clause [B7500C](#) (2006-06-16) Excess Goods

6.8 Inspection and Acceptance

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX "A"

REQUIREMENT

General:

1. Delivery Requirements

- 1.1 Within 2 hours of receipt of a call-up, the Contractor must confirm the order and the availability of items required within the 24 hour (urgent) to 48 hour (regular) delivery timeframe, to the Ordering Office.
- 1.2 Emergency Delivery Requirements
- 1.2.1 CFB Petawawa may, on occasion, require emergency delivery of a minimum of 500 box lunches within 12 hours of notice. In such instances, the Contractor may suggest alternate menus should the specified menu not be available on such short notice.
- 1.3 No backorders will be accepted unless previously arranged with CFB Petawawa for their call-ups.
- 1.4 All deliveries must be accompanied by an itemized invoice.
- 1.5 Products must be in delivered in cardboard cases or in bread racks.
- 1.6 Cases/racks must display expiry date, contents of case and quantity of product, with no more than 48 sandwiches to a case/rack. Case/rack must be secured top and bottom with tape at time of delivery.
- 1.7 Cases/racks must be able to withstand weight of four (4) full cases stacked on top.
- 1.8 Individual sandwiches must have the expiry date visible and readable.

2. Delivery Location and times:

Garrison Petawawa:

Deliveries to be made to **Normandy Court Kitchen**, Building G-104, Monday to Sunday between the hours of 0700 to 1500 (7:00 a.m. To 3:00 p.m.)

Delivery locations and times for other CF units training in the area will be provided by the unit at the time of call-up.

3. Fresh Chilled, Delivery of

Fresh chilled products must be delivered in accordance with Canadian Food Inspection Agency definitions stipulating that fresh chilled preserved products no higher than 4°C and no lower than 1°C until delivery. All frozen or fresh chilled preserved products shall be delivered in refrigerated vehicles and show no evidence of deterioration.

4. Inspection

The premises where products are produced and packaged must be provincially inspected (or inspected by provincially-licensed municipal inspectors) and must submit to periodic inspection by CFB Petawawa personnel upon request.

5. Rejects

The Contractor agrees to replace any rejected or shorted item within twenty-four (24) hours of notification of rejection. Any delivery or additional costs incurred to be solely at the Contractor's expense.

6. Box Lunches

- 6.1 Box lunches must be ready for immediate consumption.
- 6.2 Boxes must have the following dimensions: 25 cm x 18 cm x 9 cm. And will be sealed with an expiration date on the outside of the box.
- 6.3 The Contractor must supply all boxes.
- 6.4 The content of the box lunches will comply with the Box Lunch Menu(s) shown herein.
- 6.5 All grocery products must be of the latest production date available, with a shelf life of 19 days and must be received by the consignee with a minimum of 7 days remaining before the best before date. The expiration date must be clearly indicated on all packaging, including individual sandwiches, whether purchased individually or in box lunches.
- 6.6 All food products used in the box lunches, including sandwiches and salads, must have the ingredient description listed on the packaging.
- 6.7 Each Box Lunch shall be as specified with the menu numbers shown in Annex B, Pricing Basis D and contain all food products listed.
- 6.8 The Contractor is not permitted to replace any beverage with soda pop.

6.9 Sandwich Specifications

7.0 Abbreviations

Grams – g
Milliliters – ml

7.1 Sandwiches must be the following:

Gas Flush
Lunch Box style wrapping
No vegetable or onion in product
No margarine or butter to be used
All meats to be shaved, or thinly sliced
Sandwiched to be cut in 2

Product Name	Meat Weight	Cheese Weight	Product Description
Chicken Salad	110 g fill	0 g	White/Whole Wheat Bread, 12 Grain Bread, Chicken, Mayonnaise
Black Forest Ham & Cheese	90 g fill	6 g	White/Whole Wheat Bread, 12 Grain Bread, Black Forest Ham, Processed Cheese
Roast Beef	90 g	0 g	White/Whole Wheat Bread, 12 Grain Bread, Roast Beef

Salami & Cheese	90 g	6 g	White/Whole Wheat Bread, 12 Grain Bread, Salami, Mozzarella
Tuna Salad	110 g	0 g	White/Whole Wheat Bread, 12 Grain Bread, Tuna, Mayonnaise
Turkey	90 g	0 g	White/Whole Wheat Bread, 12 Grain Bread, Turkey
Bologna	90 g	0 g	White/Whole Wheat Bread, 12 Grain Bread, Bologna
Ham Salad	110 g	0 g	White/Whole Wheat Bread, 12 Grain Bread, Ham, Mayonnaise
Black Forest Ham	90 g	0 g	White/Whole Wheat Bread, 12 Grain Bread, Black Forest Ham
Shaved Beef Kaiser	90 g	0 g	Kaiser Bun, Shaved Roast Beef
Ham & Cheese Kaiser	90 g	6 g	Kaiser Bun, Black Forest Ham, Processed Cheese
Turkey Kaiser	90 g	0 g	Kaiser Bun, Turkey
Turkey Salad	110 g	0 g	White/Whole Wheat/12 Grain Bread, Turkey, Mayonnaise
Egg Salad	110 g	0 g	White/Whole Wheat/12 Grain Bread, Egg, Mayonnaise
Pastrami	90 g	0 g	White/Whole Wheat/12 Grain Bread, Pastrami
Montreal Smoked Meat	90 g	0 g	Rye Bread, Smoked Meat

7.2 Submarine Sandwiches must be the following

Gas Flush
Submarine Buns to be 6" long (to fit into box)
No vegetable or onion in product
No margarine or butter to be used
All meat to be shaved, not sliced

Product name	Meat Weight	Cheese Weight	Product Description
Pizza	84 g	6 g	28 g Ham, 28 g Salami, 28 g Bologna, Processed Cheese
Italian	84 g	6 g	28 g Ham, 28 g Pepperoni, 28 g Salami, Process Cheese

Solicitation No. - N° de l'invitation
W0107-181531
Client Ref. No. - N° de réf. du client
W0107-18WS1531

Amd. No. - N° de la modif.
File No. - N° du dossier
PET-8-49010

Buyer ID - Id de l'acheteur
PET907
CCC No./N° CCC - FMS No./N° VME

Super Combo	84 g	6 g	28 g Bologna, 28 g Ham, 28 g Salami, Processed Cheese
Black Forest & Mozzarella	84 g	6 g	Black Forest Ham, Processed Mozzarella
Beef & Swiss Cheese	84 g	6 g	Roast Beef, Processed Cheddar

8.0 Boxed Lunches – as detailed in Annex B, Pricing Basis D, attached hereto

Solicitation No. - N° de l'invitation
W0107-181531
Client Ref. No. - N° de réf. du client
W0107-18WS1531

Amd. No. - N° de la modif.
File No. - N° du dossier
PET-8-49010

Buyer ID - Id de l'acheteur
PET907
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

BASIS OF PAYMENT

Note to Offerors:

All text in italics in this Annex will be removed from the resulting Standing Offer.

Estimated Usages:

The estimated usages provided are for the sole purpose of establishing an evaluation tool and are based only on best estimate and in no way reflect the actual usages expected or any commitment on the part of the Crown. The quantities as stated herein reflect the expected usage for one year and are an estimate of the requirement made in good faith. The Standing Offer will be limited to the actual items ordered.

Applicable Taxes

HST must not be included in the unit prices (but will be added as a separate item to any invoice issued)

Pricing:

All prices are firm, all-inclusive, unit prices in Canadian dollars, FOB Destination, Canadian customs duties and excise taxes included, HST excluded. HST is not included in the pricing but will be added as a separate item to any invoice issued.

Pricing Basis A - Sandwiches

Item	Sandwich	Unit of Issue	Estimated Usage	Unit Price
1	Chicken Salad	Each	5000	\$
2	Black Forest Ham & Cheese	Each	2500	\$
3	Roast Beef	Each	2500	\$
4	Salami & Cheese	Each	2500	\$
5	Tuna Salad	Each	7000	\$
6	Turkey	Each	2500	\$
7	Bologna	Each	2500	\$
8	Ham Salad	Each	2500	\$
9	Black Forest Ham	Each	2500	\$
10	Shaved Beef Kaiser	Each	2500	\$
11	Ham & Cheese Kaiser	Each	2500	\$
12	Turkey Kaiser	Each	2500	\$
13	Turkey Salad	Each	2500	\$
14	Egg Salad	Each	7000	\$
15	Pastrami	Each	2500	\$
16	Montreal Smoked Meat	Each	2500	\$

Pricing Basis B Submarine Sandwiches

Item	Sandwich	Unit of Issue	<i>Estimated Usage</i>	Unit Price
1	Pizza	Each	2500	\$
2	Italian	Each	2500	\$
3	Super Combo	Each	2500	\$
4	Black Forest & Mozzarella	Each	2500	\$
5	Beef & Swiss Cheese	Each	2500	\$

Pricing Basis C

Assorted Sandwiches and Submarine Sandwiches: For other types of sandwiches/submarine sandwiches, not listed in Pricing Basis A or B but regularly available, pricing shall be at the list price (subject to verification) less a discount of %. Estimated usage \$10,000.00

Pricing Basis D

ITEM No.	Menu	Description	Alternative / Acceptable substitute	Format	Estimated Usage	UOM	Unit price									
	<p>Menu 1 (Breakfast)</p>	One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit	<p>No substitute</p> <p>Note : At the customer's request, when the temperature is not ideal to safely maintain milk in the box lunches, the customer may ask to substitute, at no extra cost, the milk and cereals by two (2) 37 g Cereal Bars</p>	<p>box</p>	<p>1,000</p>	<p>Ea</p>	<p>\$</p>									
One (1) 200 ml individual fruit juice made of 100% pure concentrate		One (1) extra-large boiled egg or two (2) small boiled eggs without shell and individually wrapped						45 g of cooked sliced ham individually wrapped	One (1) individual pkg 250ml, cereal box	One (1) 200 ml cnt of fresh white milk partially skimmed (2.0%)	One (1) 330 ml bottle water.	One (1) 21 g individual portion of cheese	One (1), 90-110 g Fresh Croissant	One (1), 90-110 g fresh muffin	One (1) individual de margarine 7 g	One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.

	<p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>Two (2) Breakfast Wrap 170 gm ea</p> <p>One (1) 330 ml bottle water.</p>	<p>Note: The breakfast Wrap will included 40gr shell, 50gr scramble eggs, 25gr salsa sauce, 25gr shredded cheddar cheese, 30gr bacon or 30gr sausage.</p>			
<p align="center">Menu 2 (Breakfast)</p>	<p>One (1) individual pkg 250ml, cereal box</p>	<p>Note : At the customers request, when the temperature is not ideal to safely maintain milk in the box lunches, the customer may ask to substitute, at no extra cost, the milk and cereals by two (2) 37 g Cereal Bars</p>	<p align="center">box</p>	<p align="center">1,000</p>	<p align="center">Ea</p> <p align="center">\$</p>
	<p>One (1) 200 ml cnt of fresh white milk partially skimmed (2.0%)</p>	<p align="center">No substitute</p>			
	<p>One (1), 90-110 g fresh muffin</p>				
	<p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>				

		<p>Two (2) sandwiches in sealed creovac containers of :</p> <p>one (1) sandwich consisting of 2 slices of white bread filled 90 g of thinly slices cold roast beef and,</p> <p>one (1) sandwich consisting of 2 slices of whole wheat bread filled with 110 gm chicken salad.</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 70 g container of coleslaw</p> <p>One (1) 99 g cnt of prepare pudding</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>	<p>box</p>	<p>2,700</p>	<p>Ea</p>	<p>\$</p>
<p>Menu 1 (Lunch/Supper)</p>			<p>No substitute</p>	<p>box</p>	<p>2,700</p>	<p>Ea</p>	<p>\$</p>
		<p>Two (2) sandwiches in sealed creovac containers of :</p>	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>	<p>box</p>	<p>2,700</p>	<p>Ea</p>	<p>\$</p>
<p>Menu 2 (Lunch/Supper)</p>				<p>box</p>	<p>2,700</p>	<p>Ea</p>	<p>\$</p>

	<p>one (1) sandwich constituted of 2 slices of whole wheat bread filled with 90 g of thinly sliced Ham , and</p> <p>one (1) sandwich constituted of 2 slices of White bread filled with 110 g of egg salad mix</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>Two (2) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 50 g package of raw vegetable comprising of 3 types of vegetables with dip</p> <p>One (1) 90-110 g freshly baked desert with out nuts</p> <p>One (1) 30 g Cereal Bar</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of à knife, fork, spoon, napkin salt and pepper, wet nap.</p>	<p>No substitute</p>		
<p>Menu 3 (Lunch/Supper)</p>	<p>Two (2) sandwiches in sealed creovac containers of :</p> <p>one (1) sandwich constituted of 2 slices of white bread filled with 110 gm Tuna salad mix,</p> <p>one (1) sandwich constituted of 2 slices of whole wheat bread filled with 90 g thinly slice turkey.</p>	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>	<p>2,700</p>	<p>Ea</p> <p>\$</p>

	<p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) Chef salad 70 g container with dressing</p> <p>One (1) individual cake such as Joe-Louis or May West</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>	<p style="text-align: center;">No substitute</p>		
<p style="text-align: center;">Menu 4 (Lunch/Supper)</p>	<p>Two (2) sandwiches in sealed creovac containers of :</p> <p>one (1) sandwich constituted of egg salad on croissant 110 gm</p> <p>one (1) sandwich constituted of 2 slices of whole wheat bread filled with 90 gm thinly Similar Chicken meat</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>Two (2) 200 ml individual fruit juice made of 100% pure concentrate</p>	<p style="text-align: center;">If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>	<p style="text-align: center;">1,250</p>	<p style="text-align: center;">Ea</p> <p style="text-align: center;">\$</p>
		<p style="text-align: center;">No substitute</p>	<p style="text-align: center;">box</p>	

<p>One (1) 50 g package of raw vegetable comprising of 3 types of vegetables</p> <p>One (1) package of cookies approx 50 g such as Oreo, aux fig nun tans, etc,</p> <p>One (1) 30 g Cereal Bar</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>				
<p>Two (2) sandwiches in sealed creovac containers of :</p> <p>one (1) sandwich constituted of 2 White Kaiser with ham and cheese filled with 90 g shaved ham,</p> <p>one (1) sandwich constituted of 2 slices of whole wheat bread filled with 110 g of tuna salad mix</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 70 g container Macaroni salad</p> <p>One (1) 99 g cnt of prepare pudding</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p>	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p> <p>No substitute</p>	<p>box</p>	<p>1,250</p>	<p>Ea</p> <p>\$</p>

	<p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>				
<p>Menu 6 (Lunch/Supper)</p>	<p>One (1) sandwiches in sealed creovac containers of :</p> <p>One (1) sandwich constituted 12 inches pizza submarine and,</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 70 g creamy coleslaw</p> <p>One (1) 90-110 g freshly baked desert with out nuts</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>	<p>box</p>	<p>1,000</p>	<p>Ea</p> <p>\$</p>

	<p>Two (2) sandwiches in sealed creovac containers of :</p> <p>One (1) sandwich constituted of 2 slices of white bread filled with 90 g of thinly sliced cold pastrami, and</p> <p>One (1) sandwich constituted of 2 slices of whole wheat bread filled with 110 g of salmon salad mix</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 70 gm potatoes salad container</p> <p>One (1) 90-110 g freshly baked desert with out nuts</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper</p>	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>	<p>box</p>	<p>500</p>	<p>Ea</p>	<p>\$</p>
<p>Menu 7 (Lunch/Supper)</p>		<p>No substitute</p>				

<p align="center">Menu 8 (Lunch/Supper)</p>	<p>Two (2) sandwiches in sealed creovac containers of :</p> <p>One (1) sandwich constituted of 2 slices of white bread filled with 90 g of thinly sliced cold Salami , and</p> <p>One (1) sandwich constituted of 2 slices of whole wheat bread filled with 110 g of Turkey salad mix</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 70 gm 3 bean salad container</p> <p>One (1) 90-110 g freshly baked desert with out nuts</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>	<p align="center">box</p>	<p align="center">500</p>	<p align="center">Ea</p>	<p align="center">\$</p>
	<p>If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.</p>				
	<p>No substitute</p>				

		If the supplier is unable to supply this menu, he may substitute the menu with an alternate menu with the approval of the Call-up authority.	box	500	Ea	\$
<p align="center">Menu 9 (Lunch/Supper)</p>	<p>One (1) sandwiches in sealed creovac containers of :</p>					
	<p>One (1) sandwich consisting as a regular submarine, 40gr ham, 40gr Salami, 40gr pastrami 2 x 20gr cheese slices</p>					
	<p>One (1) sandwich constituted of 2 slices of whole wheat bread filled with 110 g of tuna salad mix</p>					
	<p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) or a 142 ml can of canned fruit</p>					
	<p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p>					
	<p>One (1) 330 ml bottle water.</p>					
	<p>One (1) 70 gm tossed salad container</p>					
	<p>One (1) 90-110 g freshly baked desert with out nuts</p>					
	<p>One (1) 45 g individual package of cheese and crackers</p>					
	<p>One (1) 8 ml individual package of mayonnaise</p>					
<p>One (1) 5-7 ml individual package of mustard</p>						
<p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>						

	VEGETARIAN			
<p>Menu 1 (Lunch/Supper) Vegetarian</p> <p>Two (2) sandwich in a sealed creovac container comprising of a Ciabatta bread roll filled with 50 g of Hummus and 100 g minced fresh vegetables</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) each</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 150 g package of raw vegetable comprising of 3 types of vegetables</p> <p>One (1) 70 g container of coleslaw</p> <p>One (1) individual cake such as Joe-Louis or May West</p> <p>One (1) 45 g individual package of cheese and crackers</p> <p>One (1) 8 ml individual package of mayonnaise</p> <p>One (1) 5-7 ml individual package of mustard</p> <p>One (1) package of disposable utensils comprising of a knife, fork, spoon, napkin salt and pepper, wet nap.</p>	<p>No substitute</p> <p>box</p> <p>750</p> <p>Ea</p> <p>\$</p>			
<p>Menu 2 (Lunch/Supper) Vegetarian</p> <p>Two (2) Vegetable Wraps in a sealed creovac</p> <p>One (1) fresh fruit approximately 200 g (min 150 g, max 250 g) each</p> <p>One (1) 200 ml individual fruit juice made of 100% pure concentrate</p> <p>One (1) 330 ml bottle water.</p> <p>One (1) 150 g package of raw vegetable comprising of 3 types of vegetables</p> <p>One (1) 70 g container of coleslaw</p> <p>One (1) individual cake such as Joe-Louis or May West</p> <p>One (1) 45 g individual package of cheese and</p>	<p>Note: Vegetable wrap will contain a 60g shell, 70g medley of fresh vegetables, 30g shredded cheddar cheese, choice of 10g Mayonnaise or mustard</p> <p>box</p> <p>750</p> <p>Ea</p> <p>\$</p>			

Solicitation No. - N° de l'invitation
W0107-181531
Client Ref. No. - N° de réf. du client
W0107-18WS1531

Amd. No. - N° de la modif.
File No. - N° du dossier
PET-8-49010

Buyer ID - Id de l'acheteur
PET907
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

PERIODIC USAGE REPORT FORM

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

Public Works and Government Services Canada	(613) 687-6656	cynthia.lamorie@pwgsc-tpsgc.gc.ca
<i>Name</i>	<i>Fax</i>	<i>E - Mail</i>

At: Public Works and Government Services Canada
Acquisitions Branch Ontario Region
101 Menin Rd. Garrison Petawawa
Building S-111, Rm C-114
Petawawa, Ontario
K8H 2X3

REPORT ON THE VOLUME OF BUSINESS

SUPPLIER:

REPORT FOR THE PERIOD ENDING:

Description of Work	Call up #	Total Billing

Or **NIL REPORT:** We have not done any business with the federal government for this period

PREPARED BY:

NAME:

SIGNATURE:

TELEPHONE NO.:

Solicitation No. - N° de l'invitation
W0107-181531
Client Ref. No. - N° de réf. du client
W0107-18WS1531

Amd. No. - N° de la modif.
File No. - N° du dossier
PET-8-49010

Buyer ID - Id de l'acheteur
PET907
CCC No./N° CCC - FMS No./N° VME

ANNEX "D" 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)

ANNEX “E”

ADDITIONAL CERTIFICATION INFORMATION

1. Board of Directors

In accordance with the [Ineligibility and Suspension Policy](#), Section 17, Bidders are required to provide a list of their Board of Directors before contract award. Bidders are requested to provide this information in their bid.

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

2. Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Contractors are required to have a Procurement Business Number (PBN) before Contract 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. NNEX “X” to PART 3 OF THE REQUEST FOR STANDING OFFERS