

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

**PWGSC/TPSGC Acquisitions Bid Receiving  
Box/Boîte de Réception des Soumissions  
Bid Receiving Box/Boîte de Récepti  
1st Floor/1<sup>ère</sup> étage, Suite 1212  
100-1045 Main Street  
Moncton  
New Brunswick  
E1C 1H1  
Bid Fax: (506) 851-6759**

## 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

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

**Issuing Office - Bureau de distribution**  
Acquisitions NB/PEI (Moncton Office) – Bureau  
d'acquisitions N.-B./Î.-P.-É. (Moncton)  
1045 Main Street / 1045, rue Main  
Moncton  
New Brunswick  
E1C 1H1

<b>Title - Sujet</b> RISO Kitchen and Cleaning Products	
<b>Solicitation No. - N° de l'invitation</b> W0105-20F007/A	<b>Date</b> 2019-05-30
<b>Client Reference No. - N° de référence du client</b> W0105-20F007	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$MCT-015-5578
<b>File No. - N° de dossier</b> MCT-9-42006 (015)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-07-10</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Drisdelle, Charlotte J.	<b>Buyer Id - Id de l'acheteur</b> mct015
<b>Telephone No. - N° de téléphone</b> (506)962-5329 ( )	<b>FAX No. - N° de FAX</b> (506)851-6759
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> 5 CDSG FOOD SERVICES Kitchen H33 5 CDSB Gagetown PO BOX 17000 OROMOCTO New Brunswick E2V4J5 Canada	
<b>Security - Sécurité</b> 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**

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

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Annex C - Electronic payment Instruments  
Annex D - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;

## 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:

- Annex A – Requirement
- Annex B – Basis of Payment – List of Products
- Annex C - Electronic payment Instruments
- Annex D - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;

### 1.2 Summary

- 1.2.1 Request for Regional Individual Standing Offer (RISO) for the supply and delivery of **Kitchen Accessories, Cleaning Supplies, Cleaning Chemicals with Dispensing Machines and Related Equipment including maintenance & repair services** to the Kitchen(s) of Department of National Defence, Food Services at the 5th Canadian Division Support Base Gagetown located in Oromocto New Brunswick on an as and when requested basis for the period from **October 1<sup>st</sup> 2019 to September 30<sup>th</sup> 2020 with the option to renew for one additional one year period.****

*The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).*

### 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.

### 1.4 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

## 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.

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

Delete: 60 days  
Insert: 120 days

#### 2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
C9000T	Pricing	2010/08/16
M0019T	Firm Price and/or Rates	2007/05/25

## 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.

Offers must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the RFSO:

PWGSC Acquisitions, Bid Receiving Box  
1st Floor, Suite 1212  
100-1045 Main Street  
Moncton, NB E1C 1H1

**Email:** [TPSGC.RAReceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca)  
**Bids/Offer will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.**

**Bid Fax:** (506) 851-6759

## 2.3 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at **Building/Kitchen H33 on Oak Street at 5 CDSB Gagetown** in Oromocto, New Brunswick on **Wednesday June 26, 2019**. The site visit will begin at **10h00 ADST**, in the Main Dining Room.

Bidders should communicate with the Contracting Authority no later than **June 25<sup>th</sup>, 2019 by 15h30** to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation

*(Derived from - Provenant de: A9040T, 2015/07/03)*

## 2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **seven (7)** 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.

## 2.5 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 **New Brunswick**.

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 follow the format instructions described below in the preparation of their offer.

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, 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**.

#### 3.1.1 Electronic Payment of Invoices - Offer

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

If Annex "C" 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.

### Prices – Items

Offeror **must submit firm prices for all items listed at Annex B.**

### 4.1.1 Technical Evaluation

#### 4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annexes A and B.

### 4.1.2 Financial Evaluation

#### 4.1.2.1 SACC Manual Clause

M0220T (2016/01/28), Evaluation of Price – Offer

### 4.2 Basis of Selection

#### 4.2.1 Basis of Selection - Multiple Items

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the **lowest evaluated price on an aggregate basis including both year pricing** will be recommended for issuance of a standing offer.

*(Derived from - Provenant de: M0032T, 2014/11/27)*

## **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 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.

#### **5.1.1 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.

#### **5.1.2 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/programs/employment-equity/federal-contractor-program.html#s4) 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.

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## 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.

#### 6.4 Term of Standing Offer

##### 6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from **October 1<sup>st</sup>, 2019 to September 30<sup>th</sup>, 2020** inclusive.

##### 6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional one year period, from **October 1<sup>st</sup> 2020 to September 30<sup>th</sup> 2021** under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 14 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

*(Derived from - Provenant de: M9014C, 2008/05/12)*

### 6.4.3 Delivery Points

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

## 6.5 Authorities

### 6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Charlotte Drisdelle  
Title: Supply Officer  
Public Services and Procurement Canada  
Acquisitions Branch  
Address: 1045 Main Street, 4<sup>th</sup> Floor  
Moncton, New Brunswick E1C 1H1  
Telephone: (506) 962-5329  
Facsimile: (506) 851-6759  
E-mail: [charlotte.drisdelle@pwgsc-tpsgc.gc.ca](mailto:charlotte.drisdelle@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:

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

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

### 6.5.3 Offeror's Representative (Offeror please complete with offer)

#### Placing Orders:

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

Solicitation No. - N° de l'invitation  
W0105-20F007/A  
Client Ref. No. - N° de réf. du client  
W0105-20F007

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MCT-9-42006

Buyer ID - Id de l'acheteur  
mct015  
CCC No./N° CCC - FMS No./N° VME

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**Delivery follow-up:**

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

**General Enquiries:**

Name: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Facsimile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

**6.6 Identified Users**

The Identified User authorized to make call-ups against the Standing Offer is:

**Department of National Defence  
5th Canadian Division Support Base Gagetown  
PO Box 17000, Station Forces  
Oromocto, New Brunswick  
E2V 4J5**

**6.7 Call-up Procedures**

As indicated in Annex A.

**6.8 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 1 and 2 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.

### 6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$100,000.00** (Applicable Taxes included).

### 6.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$425,000.00** (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 3 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.

*(Derived from - Provenant de: M4506C, 2013/04/25)*

### 6.11 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);
- e) Annex A, Requirement
- f) Annex B, Basis of Payment- List of Products;
- g) the Offeror's offer dated \_\_\_\_\_

## **6.12 Certifications and Additional Information**

### **6.12.1 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.

### **6.13 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 **New Brunswick**.

### **6.14 Transition to an e-Procurement Solution (EPS)**

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

## **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 (2018/06/21)** will not apply to payments made by credit cards.

## 6.2.2 SACC Manual Clauses

### 6.2.2.1 Delivery and Unloading

1. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel
2. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

*(Derived from - Provenant de: D0018C, 30/11/07)*

## 6.3 Term of Contract

### 6.3.1 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

#### Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

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

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

*(Derived from - Provenant de: C0207C, 2013/04/25)*

### 6.4.2 Method of Payment

SACC Reference	Section	Date
H1000C	Single Payment	2008/05/12

### 6.4.3 Electronic Payment of Invoices – Call-up

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

(Offeror is to Identify at Annex "C")

- 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

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.

One (1) copy must be forwarded to the consignee.

(Derived from - Provenant de: H5001C, 2008/12/12)

### 6.6 SACC Manual Clauses

SACC Reference	Section	Date
A9062C	Canadian Forces Site Regulations	2011/05/16
B7500C	Excess Goods	2006/06/16
G1005C	Insurance	2008/05/12

### 6.7 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) to **Department of National Defence, the 5th Canadian Division Support Base Gagetown, Oromocto, New Brunswick E2V 4J5** Incoterms 2000 for shipments from a commercial contractor.

Solicitation No. - N° de l'invitation  
W0105-20F007/A  
Client Ref. No. - N° de réf. du client  
W0105-20F007

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MCT-9-42006

Buyer ID - Id de l'acheteur  
mct015  
CCC No./N° CCC - FMS No./N° VME

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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);
- ☐ ( ) Electronic Data Interchange (EDI);
- ☐ ( ) Wire Transfer (International Only);
- ☐ ( ) Large Value Transfer System (LVTS) (Over \$25M)

Buyer ID - Id de l'acheteur  
mct015  
CCC No./N° CCC - FMS No./N° VME

[illegible]

## **Kitchen and Cleaning Supplies**

### ***“REQUIREMENT”***

***5<sup>th</sup> Canadian Division Support Base  
Gagetown***

***For the period from***

***October 1<sup>st</sup> 2019 to September 30<sup>th</sup> 2020  
with option to renew for an additional one year period***

**REQUIREMENT**

Standing Offer to supply and deliver ***KITCHEN ACCESSORIES, CLEANING SUPPLIES AND CLEANING CHEMICALS WHICH INCLUDES THE PROVISION OF ALL DISPENSING UNITS & RELATED EQUIPMENT INCLUDING BATTERIES***, to the Kitchen(s) at 5 CDSB Gagetown.

The offeror **MUST provide a price for EACH item and be able to supply 100% of the items** on the attached «List of Products» at Annex "B".

Suppliers **MUST ensure 100 % compliance with all items listed** in the attached «List of Products» at Annex "B". Any deviations from the Product List such as Brand, Product Type, Packaging, Item's Dimensions etc... **MUST be approved** by the Standing Offer Authority at Public Services and Procurement Canada (PSPC), **in writing, PRIOR to bid closing**.

**«Ready to Use» Products:** Dilution required for immediate use of product is acceptable. Dilution and storage required for subsequent use of product is unacceptable and will render your bid non-compliant and it will be rejected! Evaluation will be based on the actual volume offered.

**SCOPE OF SERVICES**

To provide kitchen accessories, cleaning supplies and cleaning chemicals, dispensing units & related equipment at specified times to meet the particulars of the requirement.

**All Dispensing Units and related equipment, including batteries, MUST be provided, installed, maintained, repaired or replaced by the supplier, during the entire period of the standing offer, at no cost to DND at 5 CDSB Gagetown.**

This standing offer for all kitchen & cleaning supplies and cleaning chemicals and the provision of all dispensing units encompasses the following commodities:

***Kitchen Supplies***  
***Chemical Supplies***  
***Paper Products***  
***Cleaning Chemicals***

**NOTE:** The period of the proposed standing offer will overlap that of the existing contract for (2) weeks. This overlap will permit the removal of existing dispensers and related equipment, and installation of new equipment in the event that the standing offer is not awarded to the incumbent supplier. This period should also be used to replace, substitute or add equipment if required or requested by DND.

**STATEMENT OF WORK**

The Offeror shall during the period of the standing offer, perform and complete with care, skill, diligence, and efficiency the work described in this standing offer.

**MAINTENANCE SERVICE:**

The supplier **MUST** perform monthly maintenance service to all dispensing units and related equipment including refilling of dispensers if required. The supplier will be responsible for all repairs, service and replacements to the dispensing units and related equipment with the cost resting solely on the supplier. The supplier must supply and replace all batteries for all battery operated dispensing units and/or related equipment at no cost to DND.

This maintenance service **MUST be done** on the **first Tuesday of each month** to the DND buildings as listed below:

**Building/Kitchen H33**

**Building/Kitchen in Camp Petersville on an as and when (if) requested basis by DND**

**Emergency Maintenance Service must be provided *within twenty four (24) hours*** of a service requirement being placed at no cost to DND.

***Offeror please provide the contact person's information to place emergency service calls with:***

**Name:** \_\_\_\_\_

**Cell Phone &/or Pager:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Facsimile:** \_\_\_\_\_

**PRICING**

**All shipping charges must be included in the quoted prices.** If the consignee requests an item, which is not, specified herein, your price is to be in accordance with the lowest prices charged to your most favored customer for like quality and quantity of product on the date of delivery. You hereby certify that the prices charged under this method of supply will be computed in accordance with the same accounting principles applicable to the prices shown herein.

**CALL-UP PROCEDURES**

All orders may be placed in writing or by telephone. Supplier **MUST** be able to receive all orders by Telephone, Email and Facsimile.

## **ORDER CONFIRMATION OF AVAILABILITY**

Potential shortfalls in providing the specified products shall be immediately brought to the attention of the designated Food Services representative **at time of ordering or within 2 hours maximum**, who in turn is the only approving authority for substitutions.

## **REJECTS AND SHORTFALLS**

The supplier agrees, upon notification of rejects or shortage of products, to replace any and all shorted item within **24 hours**, **(delivery costs occurred to replace all rejected items or shortfalls rest fully at the supplier's expense)**.

## **DISCREPANCIES AND SUBSTITUTIONS**

Substitutions will not be accepted without the approval of the requesting Food Services representative.

It is a condition that no product be changed after award of the standing offer **UNLESS** the change derives from the manufacturer. The supplier must therefore notify the Standing Offer Authority at Public Services and Procurement Canada (PSPC) and the Food Services Representative at 5 CDSB Gagetown of the change. Changes will only take effect when the Standing Offer Authority has accepted the change, with the Food Services Representative approval.

## **DELIVERIES**

Deliveries are to be made direct to a specified location, and **MUST be between the hours of 07h30 and 11h30 only**, Mondays, Tuesdays, Wednesdays, Thursdays and Fridays. The supplier shall bear all risks of loss or damage to the goods until such time as they have been placed at the disposal of requesting unit.

## **DELIVERY SERVICE LEVELS**

All orders will be placed a **minimum of three business days prior to the expected day of delivery**, by phone, fax or Email.

A window time of 48 Hours before delivery is required to make **MINOR** amendments to the original order.

Deliveries **MUST** be provided as requested

Deliveries are to be made direct to a specified location as indicated.

Any damaged, stressed, opened, or repackaged products will not be accepted and will be returned to the supplier at the supplier's expense.

If products must be returned due to non-compliance, **COST** to return these products will be the responsibility of the supplier.

The supplier shall bear all risks of loss or damage to the goods until such time as they have been delivered to the requesting unit.

If the supplier, which is awarded the standing offer, chooses to contract out the Transportation Part of the standing offer, the supplier will be responsible for the Performance of that contractor.

## **REQUIREMENTS PERTAINING TO INVOICING**

A bill of lading and a computerized purchase invoice **one (1) copy (an original)** must be provided to the consignee at the time of each delivery, “**Hand written invoices will not accepted**”

The consignee's delivery representative will verify with the supplier's representative that all items shipped have been received using the bill of lading provided by the supplier.

The supplier must only charge for the items delivered and accepted. The supplier is to ensure that a request for credit receipt is issued at the time of delivery for all items that are not accepted by consignee's representative at time of delivery. The supplier agrees to provide the consignee with a detailed credit receipt within (7) working days from delivery for all items that the consignee and supplier agree that was shorted or damaged prior to delivery. Invoices will not be forwarded for payment until the supplier provides the Consignee with approved credit receipt. The supplier must ensure that all Invoices reflect correct pricing effective at the time of ordering. All invoices will be calculated in Canadian dollars.

**Invoices must contain the following information:**

**Attn:   *Name of Requesting Kitchen*  
          *Kitchens Complete Mailing Address*  
          *Invoice control number*  
          *Delivery Date***

## **INVOICE PAYMENT**

The consignee will forward invoices to the requesting Comptroller for payment within 30 days of the cleaning supply delivery and receipt of all credit receipts. If payment is not received within a forty-five day period the supplier shall communicate this information as soon as possible to the receiving Units Comptroller.

## **TYPE OF TRANSPORT**

The vehicles utilized for the transportation of the products must be considered as an extension of the company premises. As such, it is important that the environment it presents does not put at risk the integrity of any other products contained therein. The vehicle must act as the interim storage facility from the company to the point of destination.

The construction, maintenance, and sanitation standards in addition to the handling practices must equate as closely, as is reasonably possible, to the standards required of a well-operated Canadian commercial retailer.

## **QUALITY ASSURANCE**

All chemical products must be of recent production. The shelf life or production date must be clearly indicated on a conspicuous location and any conditions affecting the product shelf life must be clearly stated at the time of ordering.

Final inspection and acceptance of the products will rest solely with the consignee at the point of delivery. All products supplied shall be free of signs of deterioration, spoilage, filth, or damage by rodents or insects. The consignee will have the right to reject products at the time of delivery and the supplier will remove unacceptable products immediately.

DND representatives may perform quality assurance inspections at the supplier facilities as required.

**Vendor's Performance**

The vendor's performance will be monitored by the Food Services Representative or his designated representative.

«Performance Factors» will include, but NOT limited to:

- a. Ability to PROVIDE items and quantities ordered;
- b. Ability to immediately COMMUNICATE unavailability of products ordered at time of ordering (or within 2 hours maximum);
- c. Ability to provide products as per sizes requested at quoted prices;
- d. Ability to deliver within required time frame AND the necessary location required at the site;
- e. Ability to provide required quality service and products at all time;

If at any time the performance is NOT satisfactory, documentation will be forwarded to Public Services and Procurement Canada (PSPC).

Failure to provide the level of quality of goods and services as defined herein OR non-compliance with Annex B - the «List of Products» more than twelve (12) times over the period of the standing offer will result in the following:

1. Initial notice of failure to provide the level of service required, quality products or correct product size etc....
2. Additional incidents will result in a written notification requesting corrective action; and
3. For a thirteenth incident, the vendor will be advised that their standing offer has been set-aside and no further call-ups will be processed.

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
1	107A001	5	case	Hair Nets, Invisible, assorted colors Brown, Tan (taupe/beige) No Substitute	144 per case					per case
2	107A002	30	case	Plastic Aprons, must be minimum 2 mil and minimum 28" x 46" or greater No Substitute	5 x 100/cs					per case
3	107A003	15	case	Mesh Cap Blue Strip by Lapaco Brand only No Substitute	500 per case					per case
4	107A004	25	pair	Rubber Gloves (Dish), Size Small No Substitute	each pair					per pair
5	107A005	25	pair	Rubber Gloves (Dish), Size Medium No Substitute	each pair					per pair
6	107A006	25	pair	Rubber Gloves (Dish), Size X-Large No Substitute	each pair					per pair
7	107A007	10	case	Nytril Powder Free Gloves, Blue, must be a minimum of 6 mil in thickness and 9.5 " in length, Size Small No Substitute	10 x 100's per case					per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:											
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period											
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021	
8	107A008	30	case	Nytril Powder Free Gloves, Blue, must be a minimum of 6 mil in thickness and 9.5" in length, Size Medium No Substitute	10 x 100's per case						per case
9	107A009	20	case	Nytril Powder Free Gloves, Blue must be a minimum of 6 mil in thickness and 9.5" in length, Size Large No Substitute	10 x 100's per case						per case
10	107A010	25	pair	Rubber Gloves (Dish), Size Large No Substitute	each pair						per pair
11	107A011	15	case	Nytril Powder Free Gloves, Blue, must be a minimum of 6 mil in thickness and 9.5" in length, Size X-Large No Substitute	10 x 100's per case						case
12	108A001	10	case	Clear Smartlock Caterware 16" Dome Trays Complete with Lids. No Substitute	25 per case						per case
13	108A002	10	case	Clear Smartlock Caterware 18" Dome Trays Complete with Lids. No Substitute	25 per case						per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur: Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period											
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021	
14	108A003	100	case	Resinite Refill 11" to 12" Refill Rolls Only No Substitute	3's 11"-12" x 2000'						per case
15	108A004	80	case	Resinite Refill 17" to 18" Refill Rolls Only No Substitute	3's 17"-18" x 2000'						per case
16	108A005	8	roll	Stretch Wrap (Pallet Wrap) 80 gage No Substitute	1500 feet roll approx						per roll
17	108A006	50	each with box	Tin Foil, with Tear Box, 12" Morfoils Brand by Reynolds only No Substitute	12" 30 cm x 200 M						each per with box
18	108A007	80	each with box	Tin Foil, with Tear Box, 18" Morfoils Brand by Reynolds only No Substitute	18" 45 cm x 100 M						each per with box
19	108A009	10	roll	Meat Twine 1 lb roll maximum No Substitute	1 Lb roll maximum						per roll
20	108A010	15	case	Paper Trays, 9" x 12", Natural Molded Fiber No Substitute	250 per case						per case
21	109A001	300	case	Chinet Plates, 10-3/8" (26.4cm) Must be CKF Royal Chinet No Substitute	4 x 125's = 500/per case						per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
22	109A002	15	case	Paper Trays, 14" x 18", Natural Molded Fiber No Substitute	100 - 125 per case					per case
23	109A003	200	case	Dispenser Napkins DX 900 (approximately 200 dispensers must also be provided to DND at no cost)	6000 - 10,000's					per case
24	109A004	20	case	Chinet Side Plates, 6.75" (17.1cm) Must be CKF Royal Chinet No Substitute	8 x 125 = 1000/per case					per case
25	109A005	100	case	Chinet Plates, 8.75" (22.2cm) Must be CKF Royal Chinet No Substitute	4 x 125 = 500/per case					per case
26	109A006	200	case	Food Service Kit, 3 piece set (KFS), <b>Plant Starch Cutlery</b> consisting of a Knife, Fork & Spoon, must be Sturdy & Rigid, No Substitute by ECOSOURCE or equivalent quality brand	250's					per case
27	109A007	25	case	<b>Plant Starch Knives</b> , must be Full Length, Heavy Weight, Sturdy and Rigid, no substitute, by ECOSOURCE or equivalent quality brand	1000's					per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
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Vendor Name / Nom de fournisseur: Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
28	109A008	25	case	Plant Starch Teaspoons, must be Full Length, Heavy Weight, Sturdy and Rigid, no substitute, by ECOSOURCE or equivalent quality brand	1000's					per case
29	109A009	20	case	3 Way Compartment Paper or Cardboard Trays, Hinged, (clam shell take out trays) No Substitute (styrofoam is not acceptable)	200's per case					per case
30	109A010	8	case	Stir Stix, must be 6" minimum, wooden or biodegradable no substitute	5000-10,000					per case
31	109A011	25	case	Parchment Paper, must be SHEETS only No Substitute approximately 16-3/8" x 24-3/8"	1000 - 10,000 sheets per case					per case
32	109A012	6	case	Toothpicks, wooden or biodegradable and MUST be individually wrapped. No Substitute	12 x 1000					per case
33	109A013	50	case	Chinet Bowls, 12 oz Must be CKF Royal Chinet No Substitute	8 x 125 = 1000/per case					per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:											
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period											
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021	
34	109A013	24	case	Clear Bowls 8 oz, No Substitute	1000's						per case
35	109A014	50	case	Plant Starch Forks, must be Full Length, Heavy Weight, Sturdy and Rigid, no substitute, by ECOSOURCE or equivalent quality brand	1000's						per case
36	109A015	5	case	Paper Baking Cup Liner, Large approximately 5"	500-10,000						per case
37	109A016	5	case	Paper Baking Cup Liner, Extra Large approximately 6" - 6.5"	500-10,000						per case
38	109A018	24	case	XL - Lid - Dome - 1/2" - No Slot, for bowls at Item No. 34 above. No Substitute	1000's						per case
39	109A019	100	case	Paper Hot Drink Cup, 10 oz., poly-lined, (no wax), and biodegradable, No Substitute.	20 x 50 = 1000 per case						per case
40	109A020	10	case	Resealable Zippered Poly Bags, minimum 2ml, 12" x 15" No Substitute	10 x 100's per case						per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
41	10A008	50	roll	Kraft Waxed Paper, must be 18" No Substitute	approximately 1050' - 1400' rolls					per roll
42	118A004	15	case	Scotch Brite 3M #H82 Grill Cleaning Pads, 4.5" x 5.5" No Substitute	10 pads per pkg / 4 pkg per case					per case
43	118A005	12	case	Hard surface Cleaner, Multi purpose product used for: carpet spotting, sealed surfaces such as desks and counters, stainless steel etc...	4 x 4 L					per case
44	118A006	12	each	Push Brooms, medium sweeping bristles, minimum 16" to 18" maximum, No Substitute	minimum 16" to 18" maximum					per each
45	118A007	12	each	Push Brooms, medium sweeping bristles, 24" No substitute	24" no substitute					per each

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:									
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period									
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020
									Price Year 2020-2021
<b>46</b>	118A008	40	case	Hand Sanitizer Refill Packs. Must be a minimum of 62% to a maximum of 70% alcohol and Ready to Use. Both TOUCHLESS Freestanding Dispensing Units with Drip Trays & Wall Mounted Units are required and must be provided by the successful bidder, including all the Batteries, at no extra cost to DND. No Substitute in type of product or type of dispensing unit.	2 to 4 x 1.2 Litre No Substitute				per case
<b>47</b>	118A010	30	each	Sweep Duo MicroTech Mop. No Substitute in product type required. Vileda Code SW121646 or 143815 or of equivalent brand.	20" / 50.8cm each No Substitute				per each
<b>48</b>	118A010	30	each	Sweep Duo Mop <u>Frame</u> . No substitute in product type required. Vileda Code SW116866 or 137879 or of equivalent brand.	20" / 50.8cm each No Substitute				per each
<b>49</b>	118A011	6	case	Coffeemaker Cleaner 150 x 1 oz. no substitute	150 x 1 oz.				per case

File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment  
Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:									
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period									
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020
									Price Year 2020-2021
50	118A012	18	each	Sanitizer for Hands. Must be a minimum of 62% alcohol to 70% maximum. Must be <u>Pump Form</u> and Ready to Use (RTU) with no dilution required. No Substitute	400ml to 1000ml maximum				per each
51	118A013	100	each	Food Handlers Soap with Triclosan GOJO or Equivalent Brand, Ready to Use (RTU) with no dilution required. <b>Manual Dispensers</b> must be provided. No substitute in type of product and type of dispenser.	1000 ml - <b>1200 ml</b> maximum no substitute (must be able to fit in dispenser)				per each
52	118A014	20	case	Heavy Duty Degreaser - Cleaner. <b>Must be ECP Certified CCP 146-147.</b> Safe Blend or Equivalent Brand, must be a green product. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. No Substitute. <b>Provide Certification No:</b> _____	4 x 3.78 L - 4 Litres				per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur: Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
53	118A015	50	case	Pot Soap <b>must be ECP Certified CCD 146-147</b> . Safe Blend or Equivalent Brand; must be a green product. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. No Substitute (A wall dispenser must be provided for this product) <b>Provide Certification No:</b> _____	4 x 3.78 L - 4 Litres					per case
54	118A015	364	each	Pot Soap <b>must be ECP Certified CCD 146-147</b> . Safe Blend or Equivalent Brand; must be a green product. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. No Substitute (A wall dispenser must be provided for this product) <b>Provide Certification No:</b> _____	18.9 Litres - 20 Litres					per each
55	118A018	20	case	Descayler. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. No Substitute	4 x 3.78 L - 4 Litres					per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
56	118A019	60	pail	Dishwasher Soap Must be Liquid Form in Pails only. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. No Substitute	18.9 Litres - 20 Litres pails only					per pail
57	118A020	50	pail	Auto Dishwasher Rinse Agent. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. (pails only) No Substitute	18.9 Litres - 20 Litres pails only					per pail
58	118A021	25		Spray Sanitizer for Food Preparation Tables and Equipment, must be Quat based and must be Ready to Use (RTU) with no dilution required No substitute	Must be minimum 750ml to 1000ml maximum					per case
59	118A023	10	case	Window Cleaner, <b>Must be ECP 146-147 Certified.</b> Safe Blend or Equivalent Brand; must be a green product. Must be Ready to Use (RTU) with no dilution required No Substitute. <b>Provide Certification No:</b> _____	12 x 750ml to 1000ml maximum bottle size					per case

**File No / No de dossier: W0105-20 F007/A Annex "B" - Basis of Payment**  
**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur: Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
60	118A025	55	case	Degreaser, <b>Must be ECP 146-147 Certified.</b> Safe Blend or Equivalent Brand; must be a green product. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. No Substitute. <b>Provide Certification No:</b> _____	4 x 3.78 L - 4 Litres					per case
61	118A026	20	case	Floor Soap PH 7. <b>Must be ECP Certified CCD 146-147.</b> Safe Blend or Equivalent Brand; must be a green product. This Concentrated Product will go through the dilution system which must be provided by the successful bidder. Must be suitable for floor scrubbers or bucket use. No Substitute. <b>Provide Certification No:</b> _____	4 x 3.78 L - 4 Litres					per case
62	118A027	11	case	Comet Brand Cleanser No Substitute	24 x 400 g					per case

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Vendor Name / Nom de fournisseur: Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
63	118A028	60	case	Brown Towel (dispensers to be provided must meet HACCP regulations) No Substitute	24 x 205 ft. rolls					per case
64	118A029	250	case	Wypall X60, by Kimberly Clarke, must be rolls only, no substitute.	12 x 130 ft. must be <b>rolls only</b> no substitute					per case
65	118A030	500	each	Flat Wet Mop head, Narrow, No Substitute in product type. Vileda Code 134830 or equivalent brand.	16 oz. / 454g each No Substitute					per each
66	118A031	400	case	<b>Black Garbage Bags</b> , MUST be Super Strong, must be a minimum of 1.25 ml to 1.50 ml thick or greater, 35" W x 50" L No substitute	100's					per case
67	118A032	5	each	Prolite Mop Handle, Vinyl, must be 54" No Substitute	54" each No Substitute					per each
68	118A033	5	each	Bucket/Wringer Sideward. Must be a minimum of 32 Litre / 7.039 gallon to a maximum of 35 Litre / 7.6989 gallon. No Substitute in type and size.	Minimum 32 Litre / 7.039 Gallon to Maximum 35 Litre / 7.6989 Gallon No Substitute					per each

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**Title / Titre: Kitchen and Cleaning Supplies**

Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
69	118A034	20	each	Warehouse Corn Broom (heavy duty) 3 String 1 Wire, No Substitute in product type & size. Vileda Code 134511 or equivalent brand.	11" Wide x 16" Long  No Substitute					per each
70	118A035	5	each	Broom Handle, Wood Threaded Handle, 54" No Substitute	54"  No Substitute					per each
71	118A036	3	each	Plastic "MUS" Floor Squeegee, 22" / 55.9 cm No Substitute	22" / 55.9 cm  No Substitute					per each
72	118A037	6	each	Heavy Duty Plastic Dust Pan, No Substitute. Vileda Code 134730 or equivalent brand.	12" / 30 cm  No Substitute					per each
73	118A038	85	box	Stainless Steel Scrubber #84 (Curly Cakes) by 3M No Substitute	12 per box					per box
74	129A003	30	each	Spray Nozzle, Pistol Grip, No Substitute	each					per each

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Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
75	129A007	52	each	Tangerine or any Citrus Scent Multi Purpose Cleaner. <b>Must be ECP Certified CCD 146-147.</b> Must be Ready to Use (RTU) with no dilution required. Safe Blend or Equivalent Brand; must be a green product. No Substitute <b>Provide Certification No:</b> _____	1000 ml maximum RTU					per each
76	129A008	10	case	Facial Tissues, must be 2 ply or greater, no substitute. Kleenex or Equivalent Brand	48 box/case					per case
77	129A009	10	box	Fryer Brush, Vileda Code 134409 No Substitute	12 x 33cm / 13"					per box
78	129A011	10	case	Resealable Zippered Poly Bags, <b>5" x 8", 2 ml minimum</b> No Substitute	10 x 100's per case					per case
79	129A014	15	case	Cleaning Tablets by Rational Code # RT5600210 for Rational Brand Ovens No Substitute	100 per case					per case

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Vendor Name / Nom de fournisseur: Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
80	129A014	15	pail	Cleaning Tablets by Rational Code # RT50690007 for Rational Brand Ovens No Substitute	150 per pail					per pail
81	129A015	15	case	Rince Tablets by Rational Code # RT5600211 for Rational Brand Ovens No Substitute	100 per case					per case
82	129A024	25	each	Oven Cleaner. Must be Liquid form with trigger, <b>must be ECP Certified CCD 146-147</b> . Safe Blend or Equivalent Brand; must be a green product. Must be Ready to Use (RTU) with no dilution required No Substitute. <b>Provide Certification No:</b> _____	1 x 950 ml to 1000ml maximum RTU					per each
83	153A001	6	case	Scouring Green Hand Pad #97 by 3M No Substitute	10 pad/pkg 10 pkg/case = 100					per case
84	EQP-SW1588	2	case	<b>Magic Heat</b> , 6 hour fuel, Model 142 MHFS6, 24 cans per case, No Substitute	24 cans per case					per case
85		20	case	Cloths, Microfiber, Blue, 16" x 16" for Glass No Substitute	1 x 24 ea.					per case

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Vendor Name / Nom de fournisseur:										
Period / Période: 01 October 2019 - 30 September 2020 with the option to renew for one additional one year period										
Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
86	118A041	20	case	Cloths, Microfiber, Green, 16" x 16" for General Purpose No Substitute	1 x 24 ea.					per case
87	107A012	3	case	Earplugs made of energy absorbing foam, non-irritating and washable. The Soft Foam Earplugs must gradually expand and conform to the size of any ear canal. No Substitute	200's					per case
88	118C002	100	each	Windsor System Saver II Pellets, No Substitute	Bags of 18.1 kg or 11.3 kg each					per bag
89	118B002	30	case	Bleach 6%, Chlorine-based, no substitute, Javex, Clorox, or equivalent brand	4 X 4 L					per case
90	107A018	20	case	Beard Net with Mesh, Polypropylene or Nylon, No Substitute	100 units per case					per case
91	118A003	60	case	White Towel (dispensers to be provided must meet HACCP regulations) No Substitute	6 x 1000 ft. Rolls per case					per case
92	109A021	15	case	Plastic Wine Glasses, 5.5 oz approximately	1 X 480's					per case

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Item No.	Unitrak No.	Estimated Quantity based on a 1 year period	Unit of Issue	DESCRIPTION	Quantities & Sizes, length Required	Confirm Size to be Provided	Confirm Brand Offered	Offeror's Product Code for DND's Ordering Purposes	Price Year 2019-2020	Price Year 2020-2021
93	118A046	300	case	Clear Garbage Bags, MUST be Super Strong, must be a minimum of 1.25 ml to 1.50 ml thick or greater, 35" W x 50" L No substitute	200's					per case
94				Miscellaneous Kitchen and Cleaning Supplies not listed herein at wholesale price less a _____% discount or at cost price plus a _____% markup to a maximum of 15% to 20%.						
Green Products must be environmentally-safe products. The Certification Number for these products must be provided.										
The offeror must ensure 100% compliance to this Annex "B". Any deviations from this List of Products MUST be approved by the Standing Offer Authority at PW GSC, in writing, PRIOR to bid closing.										
INSTRUCTIONS TO SUPPLIERS: It is the responsibility of the offeror to obtain clarification of each item of the requirements contained herein, if necessary, prior to submitting their offer PRIOR to bid closing. Any deviations MUST be approved by the standing offer authority at PSPC in writing PRIOR to bid closing.										
Handwritten Pricing Sheets will NOT be accepted. Prices must be submitted with this Annex "B". A copy in Excel Format is to be obtained by contacting the Standing Offer Authority at Public Services and Procurement Canada (PSPC).										