

**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 Box Lunches	
<b>Solicitation No. - N° de l'invitation</b> W0105-20F005/B	<b>Date</b> 2019-11-05
<b>Client Reference No. - N° de référence du client</b> W0105-20F005	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$MCT-015-5639
<b>File No. - N° de dossier</b> MCT-9-42019 (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 2019-11-21</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Standard Time AST	
<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 CANADIAN DIVISION SUPPORT GROUP Kitchen H33 and other locations within 5 CDSB Gagetown Training Area in 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 (type or print)</b>	
<b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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Solicitation No. - N° de l'invitation  
W0105-20F005/B  
Client Ref. No. - N° de réf. du client  
W0105-20F005

Amd. No. - N° de la modif.  
File No. - N° du dossier  
MCT-9-42019

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

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**The Annexes include:**

Annex A – Requirement  
Annex B – Mandatory Requirements and Specifications  
Annex C – Basis of Payment – Menus for Boxed Lunches  
Annex D - Electronic payment Instruments  
Annex E - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;  
Annex F - Periodic Usage Reports - Standing Offer

## Reissue of Bid Solicitation

This cancels and supersedes previous solicitation number W0105-20F005/A dated 2019-08-16 which was due on 2019-09-03 at 02:00 PM

## 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 – Mandatory Requirements and Specifications  
Annex C – Basis of Payment – Menus for Boxed Lunches  
Annex D - Electronic payment Instruments  
Annex E - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;  
Annex F - Periodic Usage Reports - Standing Offer

### 1.2 Summary

1.2.1 Request for Regional Individual Standing Offer (RISO) for the supply and delivery of **Boxed Lunches** to Department of National Defence at the 5th Canadian Division Support Base Gagetown located in Oromocto New Brunswick E2V 4J5 on an as and when requested basis for the period from **December 10<sup>th</sup> 2019 to December 21<sup>st</sup> 2020** inclusive. *(Box lunches will only require to be delivered as of January 3<sup>rd</sup> 2020)*

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

*«The requirement is limited to 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.

### **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 (2019/03/04)** Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of **2006**, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

#### **2.1.1 SACC Manual Clauses**

<b>SACC Reference</b>	<b>Section</b>	<b>Date</b>
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 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

Bid Facsimile Number: (506) 851-6759

**Email:** [TPSGC.RARceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RARceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca)

**Note:** Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2006](#), or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

## 2.3 Enquiries - Request for Standing Offers

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

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

## 2.4 Applicable Laws

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

**Manufacturer's Nutrition Facts for the Meats must be provided with your offer *OR* within two (2) business days after bid closing to the Standing Offer Authority at Public Services and Procurement Canada (PSPC).**

Offerors should indicate on each "Manufacturer's Nutrition Facts Sheets" the menus in which that product is included. The **Brand Name** for the meat product to be provided should also be indicated. The standing offer authority may confirm with the sandwich provider that the Manufacturer's Nutrition Facts' Sheets provided with the offer are the ones for the meats to be used in sandwiches. The Manufacturer's Product Code could be requested, if required, prior to award of a standing offer.

### SAMPLES:

DND «**could**» request a sample of each boxed lunch menu ***OR*** only a sample of each entrée prior to award of a standing offer. If requested, the samples provided must be representative of the meals which will be provided during the entire standing offer (SO) period. The offeror must ensure compliance to the mandatory requirements in Annexes B and C. Any deviations will render your bid non-compliant and will be rejected.

**NOTE: «Should» samples be requested**, the Standing Offer Authority will advise the offeror for one boxed lunch for each menu ***OR*** a sample of each entrée, **exactly as specified herein and at Annexes B and C.** The samples, if requested, must be sent to 5 CDSB Gagetown **using refrigerated transport**. The Standing Offer Authority will so inform the offeror and provide the offeror with a time frame within which to meet this requirement. Failure to comply with the request of the Standing offer

## **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with **Annex C, 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 III: Certifications**

Offerors must submit the certifications and additional information required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

Mandatory Technical Criteria as specified in Annexes B and C

#### **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 "item by item basis"** 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.

#### 5.1.2 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.

##### 5.1.2.1 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) 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. Additional Certifications Precedent to Issuance of a Standing Offer**

### **5.2.1 Canadian Content Certification**

#### **5.2.1.1. SACC Manual clause A3050T (2018/12/06) Canadian Content Definition**

#### **5.2.1.2 Canadian Content Certification**

This procurement is limited to 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.

*(Derived from - Provenant de: A3053T, 18/12/06)*

## **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 **Annexes A, B and C.**

#### **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

#### Periodic Usage Reports - Standing Offer

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

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

The data **must be submitted** on a **"monthly basis"** to the Standing Offer Authority.

The data must be submitted to the Standing Offer Authority no later than 14 calendar days after the end of the reporting period.

*(Derived from - Provenant de: M7010C, 2012/07/16)*

### 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 **December 10<sup>th</sup> 2019 to December 21<sup>st</sup> 2020** inclusive. *(Box lunches will only require to be delivered as of January 3<sup>rd</sup> 2020)*

#### 6.4.2 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 (PSPC)  
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 and submit with the bid)

#### Placing Orders:

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

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

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

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

#### 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  
Kitchen H33 Oak Street  
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 **\$40,000.00** (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 **\$1,300,000.00** (Applicable Taxes included) 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, Mandatory Requirements and Specifications;
- g) Annex C, Basis of Payment- Boxed Lunch Menus;
- h) 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.

### 6.12.2 SACC Manual Clauses

SACC Reference	Section	Date
M3060C	Canadian Content Certification	2008/05/12

### 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 Inspection and Stamping**

The Contractor must ensure that inspectors from the Canadian Food Inspection Agency (CFIA) have inspected all meat and meat products, poultry and poultry products, lard, shortening and margarine containing animal fats, and soups containing ingredients of animal origin, and have stamped those products "CFIA inspected for CG" before shipment.

The Contractor must arrange for all such products to be delivered to the consignee either from an establishment registered in accordance with the Meat Inspection Act, 1985, c. 25 (1st Supp.) and the regulations made under that Act, or from a food distributor that purchased the products from such an establishment. Canada will not accept products that have not been stamped by the CFIA.

The Contractor must not permit any food distributor to alter or further process any meats or other products that have been inspected by inspectors from the CFIA.

*(Derived from - Provenant de: C3007C, 30/11/07)*

### **6.2.2.2 Delivery of Fresh Chilled or Frozen Products**

Fresh chilled or frozen products must be delivered in accordance with Canadian Food Inspection Agency requirements stipulating that frozen products must be maintained at -18o C or lower, and fresh chilled products between 4o C and 1o C until delivery. All fresh chilled or frozen products must be delivered in refrigerated vehicles and show no evidence of deterioration. Frozen products must not have been frozen for longer than 90 days since the date of processing in the fresh state.

*(Derived from - Provenant de: D0014C, 30/11/07)*

### **6.2.2.3 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)*

### **6.2.2.4 Type of Transport**

Delivery must be made in refrigerated transport. The acceptable temperature range is from 1.5° C to 4° C or (35° F to 40° F).

*(Derived from - Provenant de: D3004C, 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 C**. 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):

**(To be identified in Annex "D")**

- 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)

## 6.5 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions and at Annex A. 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 at the 5th Canadian Division Support Base Gagetown, Oromocto, New Brunswick E2V 4J5** Island Incoterms 2000 for shipments from a commercial contractor.

## **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)

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

[illegible]

## ***BOX LUNCHES***

### ***“REQUIREMENT”***

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

## ***STATIC FEEDING REQUIREMENTS***

## Annex « A » - W0105-20 F005/B

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### REQUIREMENT

To supply and deliver *In-Transit Meals - “Box Lunches”* to 5 CDSB Gagetown.

The offeror **must ensure 100% compliance** with this Annex “A” and Annexes “B” and “C”. Any deviations **MUST be approved in writing** by the Standing Offer Authority at Public Services and Procurement Canada, **prior to bid closing**.

### SCOPE OF SERVICES

To provide In-Transit Meals - «Box Lunches» at specified times to meet the particulars of the requirement. The requirement will take the form of a standing offer for all food provisions encompassing the following commodities:

*“In-Transit Meals - “Box Lunches”*

### STATEMENT OF WORK

The Successful Bidder shall perform and complete with care, skill, diligence, and efficiency the work described in this standing offer.

### PRICING

All shipping charges must be included in the quoted prices. The cost of deposit for juice boxes **(\$0.10 each)** must be **included** in the quoted prices for all box lunches and **applicable taxes excluded**. 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.

### ORDER CONFIRMATION OF AVAILABILITY

Potential shortfalls in providing the specified food commodities 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 food products, to replace any and all shorted item within 24 hours, **(delivery costs occurred to replace all rejected food 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, type of packaging or size be changed after award of the standing offer *UNLESS* the change derives from the manufacturer. This also applies if a product is discontinued. The supplier must therefore notify the Standing Offer Authority and the Food Services Representative at 5 CDSB Gagetown of any change to a product including if one is discontinued. Changes to a product or an alternative product to replace a discontinued one will only be accepted when the Standing Offer Authority at PSPC accepts the change, with the Food Services Representative's approval.

### DELIVERY

Delivery will be done on an “**as and when requested**” basis using refrigerated transport equipment, upon **four (4) business days’ notice** and will be done to Kitchen H33 or predetermined locations at 5 CDSB Gagetown. Deliveries must be made between the hours of **07h30 and 17h00**, Mondays, Tuesdays, Wednesdays, Thursdays, Fridays **and Saturdays**. **Deliveries MUST be completed by 17h00**. 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 DND.

### DELIVERY SERVICE LEVELS

All orders will be placed a minimum of **four (4) 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.

It is recommended that delivery personnel should be covered by Worker's Compensation (WSIB) or similar program.

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.

**EMERGENCY DELIVERIES** *due to a Natural Disaster, for Search and Rescue Teams etc.....*  
(not due to human error):

An Emergency Delivery for Box Lunches MUST be delivered **within 48 hours' notice** including Saturdays, Sundays & Statutory Holidays. DND will be prepared to accept delivery 24 hours per day for an emergency delivery.

**SPECIAL CONDITIONS:**

DND guarantees a minimum purchase of four hundred (400) meals under the provisions of the Standing Offer Agreement for In-Transit Meals, however, a minimum of twenty (20) meals of the same menu shall be ordered by DND in order for the request to be considered by the supplier.

No cancellation will be accepted within three (3) days of the scheduled delivery date.

Replacement of items on menus will be of the same or higher quality and **must have prior approval** by the Food Services representative of DND.

**REQUIREMENTS PERTAINING TO INVOICING**

A bill of lading and a computerized purchase invoice, one (1) copy "***One original***" must be provided to the consignee at the time of each delivery, "***Hand written invoices will not be 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 contractor 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 food order 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

Delivery of chilled, food commodities will be made in climate controlled transport unless the consignee instructs otherwise.

The vehicles utilized for the transportation of food 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 the food products contained therein. The vehicle must act as the interim storage facility from the company to the point of destination.

The construction, maintenance, sanitation and refrigeration 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 grocer.

### QUALITY ASSURANCE

Quality control will be performed either at the plant, by an inspector from the Canadian government, **or** upon receipt of the product by a Food Services Representative of Department of National Defence. The results of controls such as flavour tests, viscosity, sodium content, microbiology, residual oxygen, nutritional content or any other tests deemed necessary must be produced upon a simple request. DND reserves the right to visit the supplier's installations, whenever it deems necessary, during the term of the Standing Offer Agreement.

The ***"Food Quality Specifications (FQS) - Food purchased by federal government departments"*** will be used as reference for quality control. These specifications can be found on **publications.gc.ca** by searching the catalogue numbers as per the attached list.

Final inspection and acceptance of the food product 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.



## Annex « A » - W0105-20 F005/B

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### 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 Works and Government Services Canada.

High quality product and service as defined in the **“Food Quality Specifications (FQS)”** will be required during the period of this standing offer. Failure to provide the level of quality of goods and services as defined herein *OR* no-compliance with Annex “B” and Annex “C” 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, deliveries as requested, the menus and food items as specified, quality products 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.

<b>FQS # &amp; Description</b>	<b>SQA et Description</b>	<b>Catalogue # English</b>	<b>Numéro de catalogue</b>
FQS-01 Eggs	SQA-01 Oeufs et produits d'œufs	D2-531/01-2018E-PDF	D2-531/01-2018F-PDF
FQS-02 Beef	SQA-02 Boeuf	D2-531/02-2018E-PDF	D2-531/02-2018F-PDF
FQS-03 Veal	SQA-03 Veau	D2-531/03-2018E-PDF	D2-531/03-2018F-PDF
FQS-04 Pork	SQA-04 Porc	D2-531/04-2018E-PDF	D2-531/04-2018F-PDF
FQS-05 Lamb	SQA-05 Agneau	D2-531/05-2018E-PDF	D2-531/05-2018F-PDF
FQS-06 Poultry	SQA-06 Volaille	D2-531/06-2018E-PDF	D2-531/06-2018F-PDF
FQS-07 Variety Meats	SQA-07 Abats comestibles	D2-531/07-2018E-PDF	D2-531/07-2018F-PDF
FQS-08 Prepared Meat and Meat by Products	SQA-08 Viande et sous-produits de viande préparés ou conservés	D2-531/08-2018E-PDF	D2-531/08-2018F-PDF
	SQA-09 Poissons et produits de la mer	D2-531/09-2018E-PDF	D2-531/09-2018F-PDF
	SQA-10 Fruits frais	D2-531/10-2018E-PDF	D2-531/10-2018F-PDF
FQS-11 Fresh Vegetables	SQA-11 - Légumes frais	D2-531/11-2018E-PDF	D2-531/11-2018F-PDF
FQS-12 Frozen Fruit	SQA-12 Fruits congelés	D2-531/12-2018E-PDF	D2-531/12-2018F-PDF
FQS-13 Frozen Vegetables	SQA-13 Légumes congelés	D2-531/13-2018E-PDF	D2-531/13-2018F-PDF
FQS-14 Canned Fruit	SQA-14 Fruits en conserve	D2-531/14-2018E-PDF	D2-531/14-2018F-PDF
FQS-15 Canned Vegetables	SQA-15 Légumes en conserve	D2-531/15-2018E-PDF	D2-531/15-2018F-PDF
FQS-16 Dried Fruit	SQA-16 Fruits séchés	D2-531/16-2018E-PDF	D2-531/16-2018F-PDF
FQS-17 Dehydrated Vegetables	SQA-17 Légumes déshydratés	D2-531/17-2018E-PDF	D2-531/17-2018F-PDF

FQS-18 Milk and Milk Products	SQA-18 Lait et produits laitiers	D2-531/18-2018E-PDF	D2-531/18-2018F-PDF
FQS-19 Cheese	SQA-19 Fromage	D2-531/19-2018E-PDF	D2-531/19-2018F-PDF
FQS-20 Misc Groceries	SQA-20 Produits d'épicerie divers	D2-531/20-2018E-PDF	D2-531/20-2018F-PDF
FQS-21 Pasta	SQA-21 Pâtes alimentaires et nouilles	D2-531/21-2018E-PDF	D2-531/21-2018F-PDF
FQS-22 Rice	SQA-22 Riz	D2-531/22-2018E-PDF	D2-531/22-2018F-PDF
FQS-23 Legumes	SQA-23 Légumineuses (légumineuses à grain)	D2-531/23-2018E-PDF	D2-531/23-2018F-PDF
FQS-24 Grains	SQA-24 Grain céréaller	D2-531/24-2018E-PDF	D2-531/24-2018F-PDF
FQS-25 Shortenings, Fats and Oils	SQA-25 Graisses alimentaires et les huiles	D2-531/25-2018E-PDF	D2-531/25-2018F-PDF
FQS-26 Butter and Margarine	SQA-26 Beurre et margarine	D2-531/26-2018E-PDF	D2-531/26-2018F-PDF
FQS-27 Sugar and Preserves	SQA-27 Sucres et conserves	D2-531/27-2018E-PDF	D2-531/27-2018F-PDF
FQS-28 Coffee and Tea	SQA-28 Café et thé	D2-531/28-2018E-PDF	D2-531/28-2018F-PDF
FQS-29 Ice Cream and Sorbets	SQA-29 Crème glacée et sorbet laitier	D2-531/29-2018E-PDF	D2-531/29-2018F-PDF
FQS-30 Pie Fillings and Pie Fruits	SQA-30 Garniture de tarte et fruits à tarte	D2-531/30-2018E-PDF	D2-531/30-2018F-PDF
FQS-31 Herbs, Spices and Seasonings	SQA-31 Fines herbes et épices	D2-531/31-2018E-PDF	D2-531/31-2018F-PDF
FQS-32 Soups, Sauces and Gravies	SQA-32 Soupes, sauces et sauces au jus de viande	D2-531/32-2018E-PDF	D2-531/32-2018F-PDF
FQS-33 Condiments and Condiment Sauces	SQA-33 Condiments et sauces condimentaires	D2-531/33-2018E-PDF	D2-531/33-2018F-PDF
FQS-34 Bread and Baked Products	SQA-34 Pain et produits de boulangerie	D2-531/34-2018E-PDF	D2-531/34-2018F-PDF

FQS-35 Fruit Juice	SQA-35 Jus de fruit	D2-531/35-2018E-PDF	D2-531/35-2018F-PDF
FQS-36 Cereals	SQA-36 Céréales	D2-531/36-2018E-PDF	D2-531/36-2018F-PDF
FQS-37 Flour and Mixes	SQA-37 Farines, mélanges pour gâteaux, pour crêpes et pour gaufres	D2-531/37-2018E-PDF	D2-531/37-2018F-PDF
FQS-38 Game	SQA-38 Gibier	D2-531/38-2018E-PDF	D2-531/38-2018F-PDF

**MANDATORY REQUIREMENTS AND SPECIFICATIONS FOR BOX LUNCHES**  
**For Department of National Defence (DND) at 5<sup>th</sup> Canadian Division Support Base Gagetown**

**DESCRIPTION OF THE REQUIREMENT:** For the supply and delivery of In-Transit Meals - «Box Lunches» prepared and wrapped for individual use only and ready for immediate consumption; these In-Transit Meals - Box Lunches, for which menus and mandatory specifications and requirements are included herein and at Annexes “A” and “C” must also meet the following mandatory criteria:

1. **All box lunches must be exactly as specified in each menu.** The weight, dimension and quantity of all products must be in accordance with the attached menus
2. **SANDWICH PROCESSING FACILITY:** The Sandwich Processing Facility must be **HACCP certified** by the **Federal Government, the Canadian Food Inspection Agency**. All sandwiches, subs, wraps etc must be made in a HACCP certified Facility.
  - 2.1 The Sandwich Processing Facility which will provide the sandwiches for the box lunches must be included in the Canadian Food Inspection Agency's List of HACCP / FSEP Recognized Establishments - **Meat Inspection** FSEP recognized (Registered Establishment List) which can be found at: <http://www.inspection.gc.ca/english/fssa/polstrat/haccp/estlist/rege.shtml> (certificate or letter from the Canadian Food Inspection Agency should be submitted with the offer for confirmation purposes)
  - 2.2 The Sandwich Processing Facility must also be included in the Canadian Food Inspection Agency's **Fish and Seafood's List of Canadian Establishments Approved for Export** at: <http://www.inspection.gc.ca/english/fssa/fispoi/man/fimmii/chap2su3e.shtml> (certificate or letter from the Canadian Food Inspection Agency should be submitted with the offer for confirmation purposes)
  - 2.3 In the case where the Offeror is not the sandwich manufacturer, the offeror must provide the Standing Offer Authority the name of the company which will be providing the sandwiches for the box lunches for the period of the standing offer as this company must be certified as indicated herein. The Successful Bidder **MUST** not change sandwich manufacturer after award of the standing offer without seeking approval from the Standing Offer Authority. DND will require samples prior to approving any changes.

3. **PACKAGING:** Modified Atmosphere Package (MAP) must be used for wrapping of sandwiches, subs, wraps etc....
- 3.1 The Fresh Vegetables MUST be in Cello Wrap, Cryovac Packaging, Vacuum-Packed or Gas-Flush Packaging or better for maximum freshness.
- 3.2 All other food product included in the box, except the fresh fruit, must be sealed and individually wrapped under vacuum or modified atmosphere, depending on the product.
4. **LABELS:** The Master Carton (case) must have a label placed/printed in "Landscape" format (to be readable) on the FRONT END of the Master Carton Facing Out (like a shoe box) in both French and English. Each Lunch Box must also have the same label placed at no specific location on the box.
- 4.1 The label must indicate the Box Lunch's **Expiry Date** and the **Item Number/Lunch Name & Menu Number**, (such as Item No. 1 - Breakfast Menu 1 or Item No. 16 – Vegetarian Menu 16 etc) and the contents as per the following:
- Name of enclosed Entrée(s) ie;** Egg Salad Sandwich, Roast Beef & Cheese Sub, Donair etc  
**Fruit Juices (2) or Fruit Juice & Water**  
**Cereal;** type not required  
**Cheese**  
**Fruit:** orange or apple  
**Type of Muffin or Dessert;**  
**Condiments & Sauces;** Mustard / Mayonnaise / Ketchup / Margarine / Hummus / Individual Sauces such as Tzitziki, Salsa, Donair etc
- 4.2 All box lunches must indicate, in both official languages of Canada; English and French the following information: **Allergy Warning: Contents may contain trace amounts of peanuts and/or nut residues. / Avertissement allergie: le contenu peut contenir des traces d'arachides et de noix.**
- 4.3 For all sandwiches, the Name of the Sandwich and "Best Before" date MUST be indicated on all sandwiches.

5. **EXPIRY DATES:** For all box lunches, the remaining shelf life for ALL enclosed items must be of **at least a minimum of fourteen (14) days upon the day of delivery** at 5 CDSB Gagetown, guaranteed by microbiological control, to cover the period for which the meals were ordered.
- 5.1 The Menu Items enclosed in the box lunch **MUST NOT carry expiry dates which arrive prior to the expiry date shown on the label on the outside of the box.** See additional information at No. 13.1 regarding expiry dates for certain desserts.
6. **DELIVERY OF BOX LUNCHES:**
- 6.1 All Box Lunches must be delivered in a Master Carton (case). There should be approximately 10 to a maximum of 12 Box Lunches per Master Carton and **must be of the same menu.**
- 6.2 There must not be more than **20 Master Cartons MAXIMUM, shrink wrapped, on one pallet.**
- 6.3 The In-Transit Meals - Box Lunches **must be secure closed** with packing tape or can also be secure closed using the label specified at No. 4.
- 6.4 The Box Lunches MUST be delivered in disposable Cardboard boxes approximately 25cm long, 18cm wide, 9cm high. For cost efficient reasons, corrugated cardboard boxes are not necessary as the box lunches must now be delivered inside master cartons.
7. **SALAD FILLING SANDWICHES:** Tuna, Chicken or Egg
- 7.1 The filling for all salad sandwiches **must** be made with **Real Mayonnaise** only.
- 7.2 Sandwich fillings made with salad dressings are NOT acceptable.
- 7.3 Only the Salad Filling Sandwiches, Subs, Wraps or Buns etc require a "light" coating of evenly spread **Non Hydrogenated** Margarine such as Becel, Canola Harvest or equivalent brand.
8. The meat in all subs should be layered and well displayed so the meat is visible without opening the sub bun.
9. All wraps including the burrito MUST be folded at both ends and the wrap MUST be cut in half.

10. **JUICE**: Juices **MUST must be PURE 100% juice** not juice drink or blend.
- 10.1 A variety of Juice Flavors must be provided for the box lunches for the Lunch/Supper Menus.
- 10.2 During the period of the Standing Offer, DND may request to change the fruit juice flavors (providing they are of equal monetary value) at no extra costs to DND. DND will have the right to advise the successful bidder that some flavors are no longer to be provided, once their stock is depleted, if they are less favorable.
- 10.3 The cost of deposit for the juice boxes **(\$0.10 each) must be included in the lunch price**.
11. **CEREALS**: During the period of the Standing Offer, DND may request a change of cereal at no extra costs (providing they are of equal monetary value) if some cereals become less favorable. DND may request that these be no longer provided once the successful bidder's stock is depleted.
12. **CHEESE**: Types and cuts of cheese must be provided as indicated in each menu. Cheese Spreads are NOT acceptable.
13. **MUFFINS and DESSERTS**: Muffins and Desserts must be individually wrapped.
- 13.1 Desserts from Martin Desserts must be added to the boxes in frozen state. DND is aware of their best/before shelf life from the time they are thawed.
- 13.2 During the period of the Standing Offer, DND may request a change to the muffins or desserts (providing they are of equal monetary value) at no extra costs. If some muffins or desserts become less favorable, DND may request that these be no longer provided once the successful bidder's stock is depleted.
14. **APPLES**: Gala, Granny Smith or Red Delicious apples must be provided. Only these apples will be accepted.
15. **Food Service Kit 6 piece set (KFS)**: For all box lunches a Food Service Kit, 6 piece set (KFS) must include one knife, fork, spoon, napkin, salt & pepper. Cutlery must be **Plantware or Wooden** no substitute. These items **MUST** all be **INSIDE** the sealed packet for sanitary reasons and the wrapper should also be biodegradable. *(Plastic utencils with the food service kit will only be accepted until kits with Plantware or Wooden products are received in the successful bidder's inventory)*
16. Recipes should be able to be made available upon request



17. **Fresh Vegetables' Freshness:** The vegetables must always be fresh. If the Best Before/Expiry Date is not yet expired and the vegetables inside the package are visibly not fresh the successful bidder will be required to take necessary measures to rectify the problem. If this problem cannot be resolved within three weeks, after the 1<sup>st</sup> initial complaint, the successful bidder must obtain this product from a different supplier for the remaining standing offer period at no extra cost to DND for all box lunches.
18. **RECALLS:** If there are any "Recalls" the successful bidder MUST provide a detailed report to DND with the reason(s) for the recall. An initial report must be provided within one (1) week of recall and subsequent reports must also be provided as soon as they are available until the cause for the recall is resolved. The timeframe for Replacement of Meals will be negotiated between DND and the successful bidder and will be determined depending on the reason(s) for the recall.
19. **SAMPLES:** DND «could» request a sample of each box lunch menu **OR** only a sample of each entrée after bid closing prior to award of a standing offer. If requested, the samples provided must be representative of the meals which will be provided during the entire standing offer (SO) period. The offeror must ensure compliance to the mandatory requirements in this Annex B and the Menus at Annex C. **Any deviations will render your bid non compliant and will be rejected.**

**NOTE:** «Should» samples be requested, the Standing Offer Authority will advise the offeror for one box lunch for each menu **OR** a sample of each entrée, exactly as specified herein and Annex C. The samples, if requested, must be sent to 5 CDSB Gagetown **using refrigerated transport**. The Standing Offer Authority will so inform the offeror and provide the offeror with a time frame within which to meet this requirement. Failure to comply with the request of the Standing offer Authority and meet the requirement within that time period will render the bid non-responsive.

<b>Item No. 1 – Breakfast Menu 1</b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Black Forest Ham and Egg on English Muffin</b> :  - Must be a Regular Size English Muffin (not large); - <b>Ham</b> 90g must be sliced thin or shaved; - One Large Cooked Egg - Ham should not contain more than a maximum of 10g of fats, 6g of saturated fats or less and a maximum of 1000 mg or less of sodium per a 110g serving; - Manufacturer's Nutrition Facts, for the Ham ONLY must be provided.	Ham minimum 90g  1 cooked Egg	1	Yearly Estimated Quantity  <b>700</b>  <b>Item No. 1</b>  \$ /lunch
b	Orange Juice pure 100 % from concentrate - Tetra Pack Apple Juice pure 100% from concentrate - Tetra Pack	200ml minimum	1 + 1 = 2 total	
c	Individual Cereal - <b>1 Bowl or 2 Boxes</b> , assorted	1 bowl or 2 boxes	1 or 2	
d	Cheddar Cheese, mild, medium or marble, Cryovac,	21g minimum	1	
e	Fresh Orange		1	
f	<b>Muffin, Blueberry</b> individually wrapped	1 x 90g approximately	1	
g	Fruit flavoured Apple Sauce Puree or Fruit Salad Cup in its own juice, pear juice, fruit juice from concentrate or in water only.	100-113 ml/g approximately	1	
h	Ketchup	Individual	2	
i	Real Mayonnaise	Individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 2 - Menu 2 - Breakfast</b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Bagel &amp; Cream Cheese</b> :  - Bagel must be 100 % Whole Wheat, Whole Grain or Multigrain.  Bagel must be sliced and wrapped individually <u>without</u> the cream cheese on.		1	Yearly Estimated Quantity  <b>700</b>  <b>Item No. 2</b>  \$ /lunch
b	- Original Light Cream Cheese Spread (light in fat) in single serve packages 2 x 18g minimum	36g minimum	2	
c	-Two Hard Boiled Eggs, Canada Grade A (without shell)		2	
d	Orange Juice pure 100 % from concentrate – Tetra Pack Apple Juice pure 100 % from concentrate - Tetra Pack	200 ml minimum	1 + 1 = 2 total	
e	Individual Cereal - <b>1 Bowl or 2 Boxes</b> , assorted	1 bowl or 2 boxes	1 or 2	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Fresh Orange		1	
h	<b>Muffin, Carrot</b> , individually wrapped;	1 x 90g approximately	1	
i	Fruit flavoured Apple Sauce Puree or Fruit Salad Cup in its own juice, pear juice, fruit juice from concentrate or in water only.	100-113 ml/g approximately	1	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 3 - Menu 3 - Breakfast</b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Bacon &amp; Egg Breakfast Muffin</b> : - Must be a Regular Size English Muffin (not large); - One Cooked Egg; - BACK BACON only 18g - 20g minimum: - One <b>Process Cheddar Cheese Slice</b> – Premium Ribbon slice 13g minimum ( <i>pieces &amp; cheese spread are not acceptable</i> )	Back Bacon minimum 18-20g  Cheese 1 slice 13g minimum	1	Yearly Estimated Quantity  <b>700</b>  <b>Item No. 3</b>  \$ /lunch
b	Orange Juice pure 100 % from concentrate - Tetra Pack Apple Juice pure 100 % from concentrate - Tetra Pack	200ml minimum	1 + 1 = 2 total	
c	Individual Cereal - <b>1 Bowl or 2 Boxes</b> , assorted	1 bowl or 2 boxes	1 or 2	
d	Cheddar Cheese, mild, medium or marble, Cryovac,	21g minimum	1	
e	Fresh Orange		1	
f	<b>Muffin, Oatmeal</b> , or with/or without fruit/chocolate chips or <b>Orange Streusel</b> , individually wrapped;	1 x 90g approximately	1	
g	Fruit flavoured Apple Sauce Puree or Fruit Salad Cup in its own juice, pear juice, fruit juice from concentrate or in water only.	100-113 ml/g approximately	1	
h	Ketchup	Individual	2	
i	Real Mayonnaise	Individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 4 - Menu 4- Breakfast</b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Hard-Boiled Eggs</b> : - Must be two (2) Hard-Boiled Eggs (without shell) Canada Grade A		2	Yearly Estimated Quantity  <b>700</b>  <b>Item No. 4</b>  \$ /lunch
b	<b>Croissant</b> – 1 Regular or 2 Small Size Croissants;	100g total approximately	1 or 2	
c	Orange Juice pure 100 % from concentrate -Tetra Pack Apple Juice pure 100 % from concentrate - Tetra Pack	200ml minimum	1 + 1 2 total	
d	Individual Cereal - <b>1 Bowl or 2 Boxes</b> , assorted	1 bowl or 2 boxes	1 or 2	
e	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
f	Fresh Orange		1	
g	<b>Muffin</b> , Apple Cinnamon, Banana, Banana Nut, Banana Chocolate Chip <b>or</b> Banana Bread, individually wrapped	1 x 90g approximately	1	
h	Fruit flavoured Apple Sauce Puree or Fruit Salad Cup in its own juice, pear juice, fruit juice from concentrate or in water only.	100-113 ml/g approximately	1	
i	<b>Non Hydrogenated Margarine</b> , Becel, Canola Harvest or equivalent non-hydrogenated margarine of any brand	Individual	2	
j	Real Mayonnaise	Individual	2	
k	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 5 - Lunch/Supper Menu 5</b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Black Forest Ham Sandwich</b> : - Enriched White Bread; - Ham 90g must be sliced thin or shaved; - Two (2) Process Cheddar Cheese Slices – Premium Ribbon Slices, 26g minimum; - Ham should contain no more than a maximum of 5g of fats, 5g or less saturated fats and maximum of 1000 mg of sodium or less per a 110g serving; - Manufacturer's Nutrition Facts, for the Ham ONLY must be provided.	Ham 90g minimum  Cheese 26g minimum	1	Yearly Estimated Quantity  <b>7,000</b>  <b>Item No. 5</b>  \$ /lunch
b	Entrée: Vacuum-Packed <b>Tuna Salad Sandwich</b> : - 100% Whole Wheat Bread; - Tuna Salad Filling 110g minimum must be made with real Mayonnaise and a light coating of non-hydrogenated margarine on the bread.	Filling 110g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1 + 1 = 2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Raw Veggies</b> : Carrots, Celery Sticks, raw bite size Broccoli, Cauliflower, Broccoli/Cauliflower, String Beans, Snap Peas etc	2 oz = 56.7g minimum for veggies	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac,	21g minimum	1	
g	<b>Chocolate Chip Cookies</b> by Peak Freans <b>2 x 2's</b> , 1 x Cookie Club, LeClerc or equivalent brand or Vachon Rondeau Chocolate Chunk Cookie or equivalent		1 or 2	
h	Mustard	Individual	2	
i	Real Mayonnaise	Individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b><u>Item No. 6 - Menu 6- Lunch/Supper</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Roast Beef Sandwich</b> : - 100 % Whole Wheat Bread; - Roast Beef 90g must be sliced thin or shaved; - Two (2) Process Cheddar Cheese Slices – Premium Ribbon Slices, 26g minimum; - Roast Beef should contain no more than a maximum of 10g of fats, 6g or less saturated fats and maximum of 1300 mg of sodium or less per a 100g serving; - Manufacturer's Nutrition Facts, for the Roast Beef ONLY must be provided.	Roast Beef 90g minimum  Cheese 26g minimum	1	Yearly Estimated Quantity  <b>7,000</b>  <b>Item No. 6</b>  \$ /lunch
b	Entrée: Vacuum-Packed <b>Egg Salad on Kaiser Bun</b> : - Enriched White Kaiser Bun, large; - Egg Salad filling 110g minimum must be made with real mayonnaise and a light coating of non-hydrogenated margarine on the Kaiser bun.	Filling 110g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1 = 2	
d	<b>Creamy Coleslaw</b> no substitute	70g minimum	1	
e	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
f	Cheddar Cheese, mild, medium or marble, Cryovac,	21g minimum	1	
g	<b>Oatmeal Cookies</b> by Dad's 1 x 2's or 1 x Cookie Club		1 or 2	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b><u>Item No. 7 - Menu 7 – Lunch/Supper</u></b>				
<b>Item</b>	<b>DESCRIPTION</b>	<b>Size required</b>	<b>Required Quantity</b>	<b>Estimated Quantity and Prices</b>
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Roasted Fajita Chicken Sub with Cheese Sub 6 to 7 inch:</b> - Enriched White Sub Bun 6" – 7" minimum; - Grilled Chicken Breast Strips, 90g minimum; - Process Cheese Submarine White Cheese Slices Pre-Cut 28g minimum; - Manufacturer's Nutrition Facts, for the Chicken ONLY must be provided.	Chicken 90g minimum  Cheese 28g minimum	1	Yearly Estimated Quantity  <b>7,000</b>  <b>Item No. 7</b>  \$ /lunch
b	Entrée: Vacuum-Packed <b>Pastrami Sandwich:</b> - 100 % Whole Wheat Bread; - Pastrami 90g must be sliced thin or shaved; - Pastrami should not contain more than a maximum of 5g of fats, 5g or less saturated fats and maximum of 1300 mg of sodium or less per 100g serving; - Manufacturer's Nutrition Facts, for the Pastrami ONLY must be provided.	Pastrami minimum 90g	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1 = 2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Vegetable Juice:</b> One 10 Vegetable Cocktail Juice in Tetra Pack by Oasis or 1 V8 Juice	200ml minimum	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Brownies Grab'n Go by Martin Dessert, Laura Secord or equivalent brand or Vachon Ah Caramel or Joe Louis		1	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	



<b><u>Item No. 8 - Menu 8 – Lunch/Supper</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Black Forest Ham Sandwich</b> : - 100% Multigrain Bread or Whole Grain; - Ham 90g must be sliced thin or shaved; - Two (2) Process Cheddar Cheese Slices – Premium Ribbon Slices, 26g minimum; - Ham should contain no more than a maximum of 5g of fats, 5g or less saturated fats and maximum of 1200 mg of sodium or less per a 100g serving; - Manufacturer's Nutrition Facts, for the Ham ONLY must be provided.	Ham 90g minimum  Cheese 26g minimum	1	Yearly Estimated Quantity  <b>7,000</b>  <b>Item No. 8</b>  \$ /lunch
b	Entrée: Vacuum-Packed <b>Chicken Salad Wrap</b> : - Original White Tortilla, minimum 8" - 10 inches; - Chicken Salad Filling must be 110g minimum made with real mayonnaise and a light coating of non-hydrogenated margarine on the wrap	Filling 110g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1 = 2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Vinegar Coleslaw</b> no substitute	70g minimum	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Fruit Creme Cookies Peak Freans 2 x 2's, or 1 x Cookie with fruit or jam, Cookie Club or equivalent brand or Vachon Passion Flakie Apple-Raspberry or Vachon Jelly Log or equivalent		1 or 2	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b><u>Item No. 9 - Menu 9 – Lunch/Supper</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	<p>Entrée: Vacuum-Packed <b>Turkey Sandwich:</b></p> <ul style="list-style-type: none"> <li>- Enriched White Bread;</li> <li>- Turkey 90g must be sliced thin or shaved;</li> <li>- Process Cheese Submarine White Cheese Slices Pre-Cut 28g minimum;</li> <li>- Turkey should contain no more than a maximum of 5g of fats, 5g or less saturated fat and a maximum of 1300 mg of sodium or less per a 100g serving;</li> <li>- Manufacturer's Nutrition Facts, for the Turkey Meat ONLY must be provided.</li> </ul>	<p>Turkey 90g minimum</p> <p>Cheese 28g minimum</p>	1	<p>Yearly Estimated Quantity</p> <p><b>7,000</b></p> <p><b>Item No. 9</b></p> <p>\$ /lunch</p>
b	<p>Entrée: Vacuum-Packed <b>Bologna Sandwich:</b></p> <ul style="list-style-type: none"> <li>- 100% Multigrain Bread or Whole Grain;</li> <li>- Bologna Sliced 90g minimum;</li> <li>- Bologna should contain no more than a maximum of 24g of fats, 9g or less saturated fats and maximum of 1300 mg of sodium or less per a 110g serving;</li> <li>- Manufacturer's Nutrition Facts, for the Bologna ONLY must be provided.</li> </ul>	Bologna 90g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1 = 2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Raw Veggies:</b> Carrots, Celery Sticks, raw bite size Broccoli, Cauliflower, Broccoli/Cauliflower, String Beans, Snap Peas etc	2 oz = 56.7g minimum for raw veggies	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Shortcake Cookies or Sugar Cookies or equivalent type cookie, Peak Freans 2 x 2's, 1 x Cookie Club, LeClerc or Vachon Vanilla Half Moon		1 or 2	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b><u>Item No. 10 - Menu 10 – Lunch/Supper</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	<p>Entrée: Vacuum-Packed <b>Pizza Sub</b> 6 to 7 inches:</p> <ul style="list-style-type: none"> <li>- Enriched White Sub Bun, 6" to 7";</li> <li>- Salami sliced 60g minimum;</li> <li>- Pepperoni sliced 30g minimum;</li> <li>- Pizza Sauce minimum 30ml <b>well distributed lengthwise between the meat</b>;</li> <li>- Process Cheese Submarine White Cheese Slices Pre-Cut 28g minimum;</li> <li>- Salami and Pepperoni should contain no more than a maximum of 23g of fats, 10g or less saturated fat and a maximum of 1400 mg of sodium or less per a 100g serving;</li> <li>- Manufacturer's Nutrition Facts, for the Salami and Pepperoni ONLY must be provided.</li> </ul>	<p>Salami 60g minimum</p> <p>Pepperoni 30g minimum</p> <p>Cheese 28g minimum</p>	1	<p>Yearly Estimated Quantity</p> <p><b>7,000</b></p> <p><b>Item No. 10</b></p> <p>\$ /lunch</p>
a.1	Pizza Sauce or Marinara Sauce	1 x 40ml min	1	
b	<p>Entrée: Vacuum-Packed <b>Tuna Salad Sandwich</b>:</p> <ul style="list-style-type: none"> <li>- 100% Whole Wheat Bread;</li> <li>- Tuna Salad Filling 110g minimum must be made with Real Mayonnaise and a light coating of non-hydrogenated margarine on the bread.</li> </ul>	Filling 110g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1=2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Creamy Coleslaw</b> no substitute	70g minimum	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Brownies Grab'n Go by Martin Dessert, Laura Secord or equivalent brand or Vachon Ah Caramel or Joe Louis		1	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 11 - Menu 11 – Lunch/Supper</b>				
Item	DESCRIPTION	Size required	Required Quantity	
	<b>Mandatory Requirements - No Substitutes</b>			
a	<p>Entrée: Vacuum-Packed <b>Turkey Club Wrap</b>:</p> <ul style="list-style-type: none"> <li>- Spinach Tortilla, 8" – 10 inches;</li> <li>- Turkey 90g must be sliced thin or shaved;</li> <li>- Two (2) Real Bacon Slices;</li> <li>- Process Cheese Submarine White Cheese Slices Pre-Cut 28g minimum;</li> <li>- Turkey should not contain more than a maximum of 10g of fats, 6g or less saturated fats and a maximum of 1300 mg of sodium or less per a 100g serving;</li> <li>- Manufacturer's Nutrition Facts, for the Turkey Meat ONLY must be provided.</li> </ul>	<p>Turkey 90g minimum</p> <p>Real Bacon 2 Slices</p> <p>Cheese 28g minimum</p>	1	<p>Yearly Estimated Quantity</p> <p><b>7,000</b></p> <p><b>Item No. 11</b></p> <p>\$ /lunch</p>
b	<p>Entrée: Vacuum-Packed <b>Tuna Salad Sandwich</b>:</p> <ul style="list-style-type: none"> <li>- Enriched White Bread;</li> <li>- Tuna Salad Filling 110g minimum must be made with Real Mayonnaise and a light coating of non-hydrogenated margarine on the bread.</li> </ul>	Filling 110g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1=2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Vegetable Juice</b> : One 10 Vegetable Cocktail Juice by Oasis in Tetra Pack or 1 V8 Juice	200ml minimum	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Brownies Grab'n Go by Martin Dessert, Laura Secord or equivalent brand or Vachon Joe Louis or Ah Caramel		1	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b><u>Item No. 12 - Menu 12 – Lunch/Supper</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Donair Sub with Cheese</b> - Original White Sub Bun, 6" to 7 inches; - Donair Meat 90g sliced; - Process Cheese Submarine White Cheese Slices Pre-Cut 28g minimum; - Donair Meat should contain no more than a maximum of 30g of fats, 12g or less saturated fats and a maximum of 1100 mg of sodium or less per a 110g serving; - Manufacturer's Nutrition Facts, for the Donair Meat ONLY must be provided.	Donair Meat 90g minimum  Cheese 28g minimum	1	Yearly Estimated Quantity  <b>7,000</b>  <b>Item No. 12</b>  \$ /lunch
a.1	Donair Sauce 1 x 50 ml approximately	50 ml approx	1	
b	Entrée: Vacuum-Packed <b>Black Forest Ham Sandwich:</b> - Whole Wheat, Whole Grain or Multigrain Bread; - Ham 90g must be sliced thin or shaved; - Ham should contain no more than a maximum of 5g of fats, 5g or less saturated fats and maximum of 1200 mg of sodium or less per a 110g serving; - Manufacturer's Nutrition Facts, for the Ham ONLY must be provided.	Ham 90g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1+1 = 2	
d	<b>Vinegar Coleslaw</b> no substitute	70g minimum	1	
e	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Blondie Dessert or equivalent product of any brand or Vachon Butter Tarts or same product/equivalent brand		1	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 13 - Menu 13 – Lunch/Supper</b>				
Item	DESCRIPTION	Sizes required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	<p>Entrée: Vacuum-Packed <b>Cajun Chicken Wrap</b>:</p> <ul style="list-style-type: none"> <li>- Original White Tortilla 8" – 10 inches;</li> <li>- Grilled Chicken Breast Strips 90g minimum. Chicken must be sprinkled with a Cajun Spice and mixed with a spicy mayonnaise.</li> <li>- Process Cheese Submarine White Cheese Slices Pre-Cut 28g minimum;</li> <li>- Manufacturer's Nutrition Facts, for the Chicken ONLY must be provided.</li> </ul>	<p>Chicken 90g minimum</p> <p>Cheese 28g minimum</p>	1	<p>Yearly Estimated Quantity</p> <p><b>7,000</b></p> <p><b>Item No. 13</b></p> <p>\$ /lunch</p>
b	<p>Entrée: Vacuum-Packed <b>Egg Salad Sandwich</b>:</p> <ul style="list-style-type: none"> <li>- 100% Multigrain Bread ou Grains entiers;</li> <li>- Egg Salad filling 110g minimum made with real mayonnaise and a light coating of non-hydrogenated margarine on the bread.</li> </ul>	Filling 110g minimum	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1 + 1 = 2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Raw Veggies</b> : Carrots, Celery Sticks, raw bite size Broccoli, Cauliflower, Broccoli/Cauliflower, String Beans, Snap Peas etc	2 oz = 56.7g minimum for raw veggies	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
g	Cookies, Salted Caramel or Butterscotch or White Chocolate Chunk or equivalent product or Vachon Passion Flakie Caramel or Vanilla Half Moon		1	
h	Mustard	individual	2	
i	Real Mayonnaise	individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b>Item No. 14 - Menu 14 – Lunch/Supper</b>				
Item	DESCRIPTION	Sizes required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	<p>Entrée: Vacuum-Packed <b>Bologna &amp; Cheese on Kaiser</b>:</p> <ul style="list-style-type: none"> <li>- Enriched White Kaiser;</li> <li>- Bologna Sliced 90g minimum;</li> <li>- Two (2) Process Cheddar Cheese Slices – Premium Ribbon Slices, 26g minimum;</li> <li>- Bologna should contain no more than a maximum of 24g of fats, 9g or less saturated fats and maximum of 1300 mg of sodium or less per a 110g serving;</li> <li>- Manufacturer's Nutrition Facts, for the Bologna ONLY must be provided.</li> </ul>	<p>Bologna 90g minimum</p> <p>Cheese 26g minimum</p>	1	<p>Yearly Estimated Quantity</p> <p><b>7,000</b></p> <p><b>Item No. 14</b></p> <p>\$ /lunch</p>
b	<p>Entrée: Vacuum-Packed <b>Chicken Bacon Wrap</b>:</p> <ul style="list-style-type: none"> <li>- 100% Whole Wheat Tortilla, 8" - 10 inches;</li> <li>- Grilled Chicken Breast Strips 90g minimum;</li> <li>- Two (2) Real Bacon Slices (entire slices) minimum;</li> <li>Manufacturer's Nutrition Facts, for the Chicken ONLY must be provided.</li> </ul>	<p>Chicken 90g minimum</p> <p>2 real bacon slices minimum</p>	1	
c	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1 + 1=2	
d	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
e	<b>Creamy Coleslaw</b> no substitute	70g minimum	1	
f	Cheddar Cheese, mild, medium or marble, Cryovac	21 minimum	1	
g	Blondie Dessert or equivalent product of any brand or Vachon Butter Tarts or same product/equivalent brand or Oatmeal Cookies by Dad's 1 x 2's or Cookie Club or Vachon Rondeau Raisin Cookies or equivalent		1	
h	Mustard	individual	2	
i	Real Mayonnaise	Individual	2	
j	Food Service Kit 6 piece set as specified in Annex B		1	

<b><u>Item No. 15 - Menu 15 - Vegetarian</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Falafel Pucks</b> : - Falafel Pucks/Vegetarian Protein 90g;	Vegetarian Protein 90g minimum	1	Yearly Estimated Quantity  <b>1000</b>
b	Tzitziki Sauce; <i>or</i> Hummus; <i>or</i> "Wings Dippits", Sauce Garlic Flavor	Minimum 1 x 44ml/g	1	
c	Entrée: Vacuum-Packed <b>Egg Salad Sandwich</b> : - 100% Whole Wheat Bread; - Egg Salad filling 110g minimum made with Real Mayonnaise and a light coating of non-hydrogenated margarine on the bread.	Filling 110g minimum	1	<b>Item No. 15</b>  \$/lunch
d	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <i>and</i> 1 Bottle of Water	200 ml minimum	1+1 = 2	
e	<b>Vegetable Juice</b> : One 10 Vegetable Cocktail Juice by Oasis in Tetra Pack or 1 V8 Juice	200 ml minimum	1	
f	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
g	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
h	Oatmeal Cookies by Dad's 1 x 2's or Cookie Club or Vachon Rondeau Raisin Cookies or equivalent		1 or 2	
i	Mustard	individual	2	
j	Real Mayonnaise	individual	2	
k	Food Service Kit 6 piece set as specified in Annex B		1	



<b><u>Item No. 16 - Menu 16 - Vegetarian</u></b>				
Item	DESCRIPTION	Size required	Required Quantity	Estimated Quantity and Prices
	<b>Mandatory Requirements - No Substitutes</b>			
a	Entrée: Vacuum-Packed <b>Bean &amp; Cheese Vegetarian Burrito:</b> - 100% Whole Wheat Tortilla 10 to 12 inches; - Bean & Cheese Vegetarian filling 180g; - Natural <u>Shredded</u> Cheddar Cheese 30g minimum;	Vegetarian Filling 180g minimum  Cheese 30g minimum	1	<p>Yearly Estimated Quantity</p> <p><b>1000</b></p> <p><b>Item No. 16</b></p> <p>\$ /lunch</p>
b	Salsa Sauce 100g approximately	100g approximately	1	
c	Entrée: Vacuum-Packed <b>Tuna Salad Sandwich:</b> - Enriched White Bread; - Tuna Salad Filling 110g minimum made with Real Mayonnaise and a light coating of non-hydrogenated margarine on the bread.	Filling minimum 110g	1	
e	1 Fruit Juice, pure 100 % from concentrate, assorted flavors - Tetra Pack <b>and</b> 1 Bottle of Water		1 + 1 = 2	
f	Fresh Apple, Gala, Granny Smith or Red Delicious		1	
g	<b>Vinegar Coleslaw</b> no substitute	70g minimum	1	
h	Cheddar Cheese, mild, medium or marble, Cryovac	21g minimum	1	
i	Oreo's, Fruit Crème Cookies by Peak Freans 2 x 2's or 1 x Cookie with Fruit or Jam Club or Vachon Passion Flakie Apple-Raspberry or Vachon Jelly Log or equivalent brand or other Vachon product		1 or 2	
j	Mustard	individual	2	
k	Real Mayonnaise	individual	2	
l	Food Service Kit 6 piece set as specified in Annex B		1	

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 Title / Titre: Boxed Lunches / Panier-Repas

Vendor Name / Nom de fournisseur:													
Period / Période: January/janvier 2020 - December/décembre 2020													
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<b>1</b>	each	<b>Breakfast - Petit-Déjeuner - Menu 1</b> <b>Entrée:</b> Black Forest Ham & Egg on English Muffin Jambon de Forêt-Noire et Œuf sur Muffin anglais											
<b>2</b>	each	<b>Breakfast - Petit-Déjeuner - Menu 2</b> <b>Entrée:</b> Bagel & Cream Cheese Bagel & Fromage à la Crème											
<b>3</b>	each	<b>Breakfast - Petit-Déjeuner - Menu 3</b> <b>Entrée:</b> Bacon & Egg Breakfast Muffin Muffin à déjeuner au bacon et œuf											
<b>4</b>	each	<b>Breakfast - Petit-Déjeuner - Menu 4</b> <b>Entrée:</b> Hard-Boiled Eggs & Croissant Oeufs à la Coque et Croissant											

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5	each	<b>Lunch/Supper - Dîner/Souper - Menu 5</b> <i>Entrées:</i> Black Forest Ham Sandwich; and Tuna Salad Sandwich  Sandwich au Jambon Forêt-Noire; et Sandwich à Salade de Thon											
6	each	<b>Lunch/Supper - Dîner/Souper - Menu 6</b> <i>Entrées:</i> Roast Beef Sandwich; and Egg Salad on Kaiser Bun  Sandwich au Rôti de Boeuf; et Salade d'Œufs sur Kaiser											
7	each	<b>Lunch/Supper - Dîner/Souper - Menu 7</b> <i>Entrées:</i> Roasted Fajita Chicken Sub 6-7"; and Pastrami Sandwich  Sous-marin de Poulet grillé façon Fajita 6-7 po; et Sandwich au Pastrami											

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8	each	<b>Lunch/Supper - Dîner/Souper - Menu 8</b> <b>Entrées:</b>  <i>Black Forest Ham Sandwich; and</i> Chicken Salad Wrap  Sandwich au Jambon Forêt-Noire; et Sandwich roulé à Salade de Poulet												
9	each	<b>Lunch/Supper - Dîner/Souper - Menu 9</b> <b>Entrées:</b>  Turkey Sandwich; and Bologna Sandwich  Sandwich à la Dinde; et Sandwich au Bologne												
10	each	<b>Lunch/Supper - Dîner/Souper - Menu 10</b> <b>Entrées:</b>  Pizza Sub 6" - 7"; and Tuna Salad Sandwich  Sous-marin Pizza 6 - 7 po; et Sandwich à Salade de Thon												

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11	each	<b>Lunch/Supper - Dîner/Souper - Menu 11</b> <b>Entrées:</b> Turkey Club Wrap; and Tuna Salad Sandwich  Sandwich roulé Club à la Dinde 8-10 po; et Sandwich à Salade de Thon											
12	each	<b>Lunch/Supper - Dîner/Souper - Menu 12</b> <b>Entrées:</b> Donair Sub 6" - 7", and Black Forest Ham Sandwich  Sous-marin Donair 6 - 7 po; et Sandwich au Jambon Forêt-Noire											
13	each	<b>Lunch/Supper - Dîner/Souper - Menu 13</b> <b>Entrées:</b> Cajun Chicken Wrap 8" - 10"; and Egg Salad Sandwich  Sous-marin au poulet Cajun 8-10 po; et Sandwich à Salade d'Œufs											

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14	each	<b>Lunch/Supper - Dîner/Souper - Menu 14 Entrées:</b>  Bologna & Cheese on Kaiser; and Chicken Bacon Wrap 8" - 10"  Bologne et Fromage sur Kaiser; et Sandwich roulé au Poulet et Bacon 8-10 po												
15	each	<b>Lunch/Supper - Dîner/Souper Végétarien Menu 15 - Entrées:</b>  Falafel Pucks& Sauce; and Egg Salad Sandwich  Falafel en rondelles et Sauce; et Sandwich à Salade d'Œufs												
16	each	<b>Lunch/Supper - Dîner/Souper Végétarien Menu 16 - Entrées:</b>  Bean & Cheese Vegetarian Burrito; and Tuna Salad Sandwich  Burrito végétarien aux Fèves et Fromage; et Sandwich à Salade de Thon												
The data must be submitted on a "monthly basis" to the Standing Offer Authority.														
The data must be submitted to the Standing Offer Authority no later than 14 calendar days after the end of the reporting period.														