

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Public Works and Government Services / Travaux
publics et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3
Bid Fax: (613) 545-8067**

Request For Supply Arrangement - Demande pour un arrangement en matière d'approvisionnement

Offer to: Department of Public Works and Government Services

We hereby offer to provide to Canada, as represented by the Minister of Public Works and Government Services, in accordance with the terms and conditions set out herein or attached hereto, the goods, services, and construction detailed herein and on any attached sheets.

Offre au: Ministère des Travaux publics et des Services
gouvernementaux

Nous offrons par la présente de fournir au Canada, représenté par le ministre des Travaux publics et des Services gouvernementaux, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée.

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Public Works and Government Services / Travaux publics
et services gouvernementaux
Kingston Procurement
Des Acquisitions Kingston
86 Clarence Street, 2nd floor
Kingston
Ontario
K7L 1X3

Title - Sujet Supply Food for Cdn Soldiers in USA		
Solicitation No. - N° de l'invitation W6448-20DH26/C		Date 2019-12-17
Client Reference No. - N° de référence du client W6448-20-DH26		GETS Ref. No. - N° de réf. de SEAG PW-\$KIN-519-7999
File No. - N° de dossier KIN-9-52054 (519)	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-01-17		Time Zone Fuseau horaire Eastern Standard Time EST
Delivery Required - Livraison exigée See Herein		
Address Enquiries to: - Adresser toutes questions à: Choquette, Herb		Buyer Id - Id de l'acheteur kin519
Telephone No. - N° de téléphone (613)536-4874 ()		FAX No. - N° de FAX (613)545-8067
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: As stated on RFP Document/Comme indiqué sur le document de la DP		
Security - Sécurité This request for a Supply Arrangement does not include provisions for security. Cette Demande pour un arrangement ne comprend pas des dispositions en matière de sécurité.		

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

This request for supply arrangements (RFSA) cancels and supersedes previous RFSA number W3048-19DH26/B dated 2019-09-06 with a closing of 2019-10-02 at 2:00 p.m.

1.1 Introduction

The Request for Supply Arrangements (RFSA) is divided into six parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSA;
- Part 3 Arrangement Preparation Instructions: provides Suppliers with instructions on how to prepare the arrangement 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 arrangement and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided; and
- Part 6 6A, Supply Arrangement, 6B, Bid Solicitation, and 6C, Resulting Contract Clauses:
 - 6A, includes the Supply Arrangement (SA) with the applicable clauses and conditions;
 - 6B, includes the instructions for the bid solicitation process within the scope of the SA;
 - 6C, includes general information for the conditions which will apply to any contract entered into pursuant to the SA.

The Annexes include the Requirement and the Bid Submission Form.

1.2 Summary

- 1.2.1** The Department of National Defence (DND), Food Services (Fd Svc) requires Suppliers to provide food to DND training locations throughout the Continental United States of America, in accordance with Annex A and Annex B. Some of these locations will be at American Department of Defence (DOD) military bases. Suppliers are responsible for obtaining the required security clearances to enter the training areas at the Department of Defence locations in the resulting request for proposal. If the Supplier does not have the required security clearance they must arrange with the DND Project Manager to deliver the food off site or for an escort onto the American military base. This Supply Arrangement will include supply, delivery and offloading of all items ordered by the Project Authority. The Supplier must provide all of the following: miscellaneous groceries, eggs, dairy products, fresh fruit and vegetables, bread products, frozen products, juice and meat, fish and poultry to DND throughout the USA on an "as required basis". This will be for a (3) year Supply Arrangement period, plus (2) optional years, in accordance with the terms and conditions set out herein.
- 1.2.2** The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

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1.3 Debriefings

Suppliers may request a debriefing on the results of the request for supply arrangements process. Suppliers should make the request to the Supply Arrangement Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.

1.4 Use of 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 Supply Arrangement that is issued under this solicitation, refer to 6.12 Transition to an e-Procurement Solution (EPS).

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

PART 2 - SUPPLIER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) 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> issued by Public Works and Government Services Canada.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The 2008 (2019-03-04) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

2.2 Submission of Arrangements

Bids 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 RFP:

Public Works and Government Services
Kingston Procurement
86 Clarence Street, 2nd Floor
Kingston, Ontario, K7L 1X3
Fax: (613) 545-8067

TPSGC.oreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca (*email address for ePost Connect service*) Bids 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.

2.3 Federal Contractors Program for Employment Equity - Notification

The Federal Contractors Program (FCP) for employment equity requires that some contractors make a formal commitment to Employment and Social Development Canada (ESDC) - Labour to implement employment equity. In the event that this Supply Arrangement would lead to a contract subject to the Federal Contractors Program (FCP) for employment equity, the bid solicitation and resulting contract templates would include such specific requirements. Further information on the Federal Contractors Program (FCP) for employment equity can be found on [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

2.4 Enquiries - Request for Supply Arrangements

All enquiries must be submitted in writing to the Supply Arrangement Authority no later than 7 calendar days before the Request for Supply Arrangements (RFSA) closing date. Enquiries received after that time may not be answered.

Suppliers should reference as accurately as possible the numbered item of the RFSA to which the enquiry relates. Care should be taken by Suppliers 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 Suppliers do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Suppliers. Enquiries not submitted in a form that can be distributed to all Suppliers may not be answered by Canada.

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

2.5 Applicable Laws

The Supply Arrangement (SA) and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Suppliers may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of the arrangement, 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 Suppliers.

PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS

3.1 Arrangement Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. Bidders must provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Certifications

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (1 hard copy)
Section II: Certifications (1 hard copy)

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

Canada requests that Suppliers follow the format instructions described below in the preparation of the arrangement.

- (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 Supply Arrangements.

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, Suppliers should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Arrangement

In the technical arrangement, Suppliers should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Arrangements will be assessed in accordance with the entire requirement of the Request for Supply Arrangements including the technical evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the arrangements.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Suppliers must provide ANNEX B, Delivery Locations, indicating the 'Location' and 'Value of Food' range for which they wish to bid and commit to the provision of items in accordance with Annex A.

4.2 Basis of Selection

An arrangement must comply with the requirements of the Request for Supply Arrangements and meet all mandatory technical evaluation criteria to be declared responsive.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Suppliers must provide the required certifications and additional information to be issued a supply arrangement (SA).

The certifications provided by Suppliers to Canada are subject to verification by Canada at all times. Canada will declare an arrangement non-responsive, or will declare a contractor in default if any certification made by the Supplier is found to be untrue whether made knowingly or unknowingly during the arrangement evaluation period, or during the period of any supply arrangement arising from this RFSA and any resulting contracts.

The Supply Arrangement Authority will have the right to ask for additional information to verify the Supplier's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Supply Arrangement Authority will render the arrangement non-responsive, or constitute a default under the Contract.

5.1 Certifications Required with the Arrangement

Suppliers must submit the following duly completed certifications as part of their arrangement.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all suppliers must provide with their arrangement, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to the Issuance of a Supply Arrangement and Additional Information

The certifications and additional information listed below should be submitted with the arrangement, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Supply Arrangement Authority will inform the Supplier 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 arrangement non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property 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 Supplier must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#)" list at the time of contract award.

PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES

A. SUPPLY ARRANGEMENT

6.1 Arrangement

The Supply Arrangement covers the Work described in the Requirement at Annex A

6.2 Security Requirements

- 6.2.1** There is no security requirement applicable to this Supply Arrangement. However some American Department of Defence training facilities may require security clearances for drivers delivering food. Suppliers are responsible for obtaining the required security clearances to enter the training areas at the Department of Defence locations in the resulting request for proposal. If the Supplier does not have the required security clearance they must arrange with the DND Project Manager to deliver the food off site or for an escort onto the American military base.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Supply Arrangement 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

2020 (2017-09-21) General Conditions - [Supply Arrangement - Goods or Services, apply to and form part of the Supply Arrangement.](#)

6.3.2 Supply Arrangement Reporting

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

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

The data must be submitted on a quarterly basis to the Supply Arrangement Authority.

The quarterly reporting periods are defined as follows:

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

The data must be submitted to the Supply Arrangement Authority no later than 30 calendar days after the end of the reporting period.

6.4 Term of Supply Arrangement

6.4.1 Period of the Supply Arrangement

The period for awarding contracts under the Supply Arrangement is from 1 January 2020 to 31 August 2022.

6.4.2 Option to Extend the Supply Arrangement

The Contractor grants to Canada the irrevocable option to extend the term of the Supply Arrangement by up to two additional one year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Supply Arrangement, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 7 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a Supply Arrangement amendment.

6.5 Authorities

6.5.1 Supply Arrangement Authority

The Supply Arrangement Authority is:

Name: Herb Choquette
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Ontario Region
Address: 86 Clarence St. 2nd floor

Telephone: (613) 536-4874
Facsimile: (613) 545-8067
E-mail address: Herb.Choquette@pwgsc.gc.ca

The Supply Arrangement Authority is responsible for the issuance of the Supply Arrangement, its administration and its revision, if applicable.

6.5.2 Supplier's Representative *(Bidder to Fill in)*

Name: _____
Title: _____
Address: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Identified Users

The Identified Users include authorized members of the Department of National Defence.

6.7 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 articles of the Supply Arrangement;
- (b) the general conditions 2020 (2017-09-21), General Conditions - Supply Arrangement - Goods or Services
- (c) Annex A, Requirement;
- (d) Annex C, Commercial General Liability Insurance
- (e) the Supplier's arrangement dated _____

6.8 Certifications

6.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Supplier in its arrangement or precedent to issuance of the Supply Arrangement (SA), and the ongoing cooperation in providing additional information are conditions of issuance of the SA and failure to comply will constitute the Supplier in default. Certifications are subject to verification by Canada during the entire period of the SA and of any resulting contract that would continue beyond the period of the SA.

6.9 Applicable Laws

The Supply Arrangement (SA) and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. *(Insert the name of the province or territory as specified by the Supplier in the arrangement, if applicable).*

6.10 Establishment of Supply Arrangement For Rotational Sourcing

PWGSC will provide to identified users the list of Supply Arrangement (SA) Holders. The list will be sorted in numerical order, based on the individual Supply Arrangement number of the SA Holder.

6.11 Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

B. BID SOLICITATION

6.1 Bid Solicitation Documents

Canada will use the following bid solicitation templates based on the estimated dollar value and complexity of the requirement:

- Simple, for low dollar value requirements;
- Medium Complexity (MC) for medium complexity requirements;
- High Complexity (HC) for more complex requirements.

A copy of the template(s) can be provided upon request by contacting the Procurement Process Tools Division by sending a query to TPSGC.Outilsdapprovisionnement-ProcurementTools.PWGSC@tpsgc-pwgsc.gc.ca.

Note: References to the HC, MC and Simple templates in PWGSC Requests for Supply Arrangements are provided as examples only. The latest versions of the template and terms and conditions will be used at time of bid solicitation.

The bid solicitation will contain as a minimum the following:

- (a) security requirements (*if applicable*);
- (b) a complete description of the Work to be performed;
- (c) 2003, Standard Instructions - Goods or Services - Competitive Requirements; **OR** 2004, Standard Instructions - Goods or Services - Non-competitive Requirements;

" Subsection 3 of Section 01, Integrity Provisions - Bid of the Standard Instructions (*insert, as applicable: 2003 or 2004*) incorporated by reference above *is* deleted in its entirety and replaced with the following:

Subsection 3.a) of Section 01, Integrity Provisions - Bid of the Standard Instructions (*insert, as applicable: 2003 or 2004*) incorporated by reference above is deleted in its entirety and replaced with the following:

- a. at the time of submitting an arrangement under the Request for Supply Arrangements (RFSA), the Bidder has already provided a list of names, as requested under the Ineligibility and Suspension Policy. During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of directors."
- (d) bid preparation instructions;
- (e) instructions for the submission of bids (address for submission of bids, bid closing date and time);
- (f) evaluation procedures and basis of selection;
- (g) financial capability (*if applicable*);
- (h) certifications;
 - **Federal Contractors Program (FCP) for Employment Equity - Notification**
 - **Integrity Provisions - Declaration of Convicted Offences;**
- (i) conditions of the resulting contract.

6.2 Bid Solicitation Process

6.2.1 Bids will be solicited for specific requirements within the scope of the Supply Arrangement (SA) from Suppliers who have been issued a SA.

6.2.2 **The bid solicitation will be sent directly to Suppliers by the Identified User.** The Identified User will use the following forms for the first page of the bid solicitation document and the first page of the resulting contract document

PWGSC-TPSGC 9400-3, Bid Solicitation
PWGSC-TPSGC 9400-4, Contract

6.2.3 Bid solicitations will be distributed as follows per location. For all requirements up to an estimated value of \$10,000.00, (HST included), a bid solicitation will be sent to at least one SA Holder on a rotational basis. For all requirements with an estimated value between \$10,001.00 and \$70,000.00 (HST included), a bid solicitation will be sent to at least three SA Holders on a rotational basis; For all requirements with an estimated value between \$70,001.00, and <\$100,000.00 (HST included), a bid solicitation will be sent to all SA Holders. For all requirements with an estimated value over \$100,000 (HST included) the Identified User must send a 9200 requisition form to PWGSC and the requirement will be tendered by PWGSC.

C. RESULTING CONTRACT CLAUSES

6.1 General

The conditions of any contract awarded under the Supply Arrangement will be in accordance with the resulting contract clauses of the template used for the bid solicitation.

For any contract to be awarded using the template:

- (a) **Simple** (for low dollar value requirements), general conditions 2029 will apply to the resulting contract;
- (b) **MC** (for medium complexity requirements), general conditions 2010C will apply to the resulting contract;
- (c) **HC** (for high complexity requirements), general conditions will apply to the resulting contract.

A copy of the template(s) can be provided upon request by contacting the Procurement Process Tools Division by sending a query to Outilsd'approvisionnement.ProcurementTools@tpsgc-pwgsc.gc.ca.

Note: References to the HC, MC and Simple templates in PWGSC Requests for Supply Arrangements are provided as examples only. The latest versions of the template and terms and conditions will be used at time of bid solicitation.

ANNEX "A", REQUIREMENT

1. REQUIREMENT

The Department of National Defence (DND), Food Services (Fd Svc) requires Suppliers to provide food throughout the Continental United States of America. This will include supply, delivery and offloading of all items ordered by the Project Authority. The food items include, miscellaneous grocery, eggs, dairy products, fresh fruit and vegetables, bread products, frozen products, juice and meat, fish and poultry as listed in Appendix "A", to DND while training throughout the USA on an "as required basis".

The Contractor must designate a local representative within the area of responsibility (AOR) of which DND will be conducting training.

Personnel from Food Services will meet the local representative at the specified delivery location in order to receive the delivery.

The Supplier must provide all items ordered by the specified date and time. Three or more shipments of products that fail to meet the requirements set out herein may result in no further orders being placed and the Supply Arrangement may be set aside or canceled.

2. STANDARDS

All packaged foods must comply with the following Standards and Regulations, but not limited to:

- a. The Canadian Food and Drug Regulations;
- b. Canadian Food Inspection Agency (CFIA) Inspection Standards;
- c. Consumer Packaging and Handling Act (as it relates to food);

3. DND FOOD QUALITY SPECIFICATIONS

All goods supplied must be in accordance with the DND Food Quality Specifications (FQS) located on the Federal Government website

<http://publications.gc.ca/site/eng/search/search.html?st=1&ssti=1&ast=food+quality+specifications+food+purchased+by+federal+government+departments&cnst=& e=on& f=on& adof=on>

4. DELIVERABLES

4.1. Minimum Call-up

- a. Due to limited storage space, no minimum call-ups or cost restriction on orders will apply. When an order is placed, the Project Authority will reference the Supply Arrangement number as well as the item number and a brief description of each item.

4.2 Amendments

- a. The Contractor must accept customer amendments (changes/quantity increases/quantity decreases) to call-ups if they occur (48) hours in advance of delivery.

4.3 Substitutions

- a. The Contractor must supply the products in the size/grade/brand quoted. No deviation from that size/grade/brand will be acceptable unless the stated size/grade/brand is no longer available to the industry. The Contractor must notify Project Authority and obtain their acceptance of the replacement size/grade/brand. Any changes to the items must be reflected in an amendment prepared by the Project Authority if resulting in a price change.
- b. If the Contractor is proposing a substitute item, it must be with an item of equal or higher quality. A substitute product of lesser quality will not be accepted. The Contractor cannot charge more than what was detailed in the contract for a replacement product. If a product becomes temporarily unavailable for a short period of time due to Manufacturing Problems only, the Contractor must supply a product of equal value (if available) at the quoted price, ONLY if acceptable by the Project Authority or their designate. The Contractor will be required to provide the reason(s) for the temporary unavailability of the product and will be responsible for notification as soon as the original product brand is made available again.
- c. The Contractor must advise the Project Authority and receive their authorization to the substitution prior to shipment.
- d. No additional charges will be applied due to any wrong/substitution products delivered.

4.4 Discontinued product

- a. All discontinued products must be reported to the Project Authority prior to next scheduled delivery. The Contractor must replace discontinued product with a comparable product at equal cost until the replacement product is agreed upon and approved, by the Project Authority.

4.5 Preparation for delivery

- a. Each container must be packed in such a manner that the faced shown surface represents the contents, net weight, quantity, storage instructions and/or special instructions of the product contained in the package etc. All boxes/cartons must be clearly "labelled" to show Contractor's name and address, identification of contents, net weight and/or quantity, storage instructions and/or special instructions. The product must be provided in containers in the sizes specified by the Identified User and must be delivered to the Identified User in good condition. For deliveries which exceed 15 food items, the food must be palletized as stated below.

- b. Containers such as cartons or trays in which products are delivered may be considered returnable by the Contractor. Such containers, although not accountable, are to be returned at the request of the Contractor.
- c. Dry/Canned/Fresh Chilled food items must be palletized separately from Frozen food items.
- d. Frozen food items must be palletized separately from Dry/Canned food items.
- e. All food items must be palletized in such a way as to ensure the heaviest items are on the bottom of the pallet.
- f. All food items must be shipped to the delivery point on shrunk or stretch wrapped pallets and not higher than 180 CM (71") in height.
- g. All goods must be delivered on registered pallets only (ORANGE or BLUE PALLETS ONLY). It is the responsibility of the Supplier to implement a tracking system to insure that the number of outgoing pallets does not exceed the number of pallets delivered by their company. This register must be verified by the Project Authority or authorized delegate. The Supplier must maintain a record of the number of pallets delivered to and returned by each delivery location. A copy of this record must be provided to the Project Authority or authorized designate. Any disagreement with the quantities shown on the summary must be forwarded to the Supplier in writing within thirty (30) days after the last delivery date of the disputed month.
- h. The Contractor must use every effort to utilize environmentally friendly packaging to include recycled pallets, cartons and trays.

4.6 Delivery slips

- a. The Contractor must supply a delivery slip or a packing slip with each delivery. The Contractor's packing slip will be used to compare what was shipped, actual count of products shipped to the products ordered on the Call-up to determine acceptance or order.

4.7 Delivery

- a. Deliveries must be made direct (unless otherwise specified) to the AOR in which training is specified.
- b. Delivery must be made between the hours of 06:30 and 14:00 hrs, Monday to Friday on agreed upon delivery days. Emergency delivery may be required on weekends.

- c. The best before date on all food products must be at least seven (7) calendar days after the delivery date.
- d. Timely delivery turnaround is imperative. The Contractor must deliver product in accordance with the following timeframes:
 - i. Regular deliveries within thirty-six (36) hours of a Contract; and
 - ii. Emergency Deliveries within twenty-four (24) hours of a Contract request.
- e. The Contractor must notify the Project Authority within twenty-four (24) hours of a contract if shipment of any product(s) will not be made, in order to allow the Project Authority sufficient time to make alternative arrangements for the unavailable product(s).

4.8 Liability for Defective Products

- a. The Contractor must replace any rejected item within twenty-four (24) hrs of notification of rejection.

4.9 Short-orders/back orders

- a. Backorders will not be accepted unless approved by the Project Authority in advance. In all other cases, items not delivered on the order delivery date will be deemed to be cancelled. Any discrepancies or potential undeliverable must be communicated to the individual who issued the contract in advance of delivery by the Contractor. The Contractor must provide the Project Authority a credit receipt for all items that are not accepted or short shipped within seven (7) working days from notice of the discrepancy.
- b. Emergency Deliveries are not to be back ordered. Any discrepancies must be communicated to the Project Authority who issued the contract.

4.10 Quality Assurance

- a. All products supplied must be free of signs of deterioration, spoilage, filth, or damage by rodents or insects.
- b. Dry/Canned, Fresh Chilled or Frozen food items must be delivered in accordance with Canadian Food Inspection Agency requirements stipulating that Frozen food items must be maintained at -18° C or lower and Dry/Canned food items between 4° C and 1° C until delivery.
- c. Frozen food items must not have been frozen for longer than ninety (90) days since the date of processing in the fresh state.

- d. Final inspection and acceptance of all food products will rest solely with the DND representative at the point of delivery. DND retains the right to reject such products at the time of delivery.
- e. All products provided must be of a recognized brand name. "NO NAME" products will not be accepted.

4.11 Product Recall

- a. All products that are recalled by a manufacturer must be picked-up, reimbursed and/or substituted with a comparable product at the Contractor's expense within twenty-four (24) hours of recall notice.

4.12 Transportation

- a. The vehicles utilized for the transportation of food products must be considered as an extension of the company premises. As such, the environment it presents must 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.
- b. All delivery vehicles must comply with or exceed the standards set out in the Canada Sanitation Code, of the most current issue.
- c. Delivery must be made in a refrigerated transport vehicle and show no evidence of deterioration.

5.0 CONSTRAINTS

- a. The Contractor must have a valid Hazard Analysis Critical Control Point (HACCP) Certification throughout the Supply Arrangement period.

Appendix "A", Typical Foods Required

The Department of National Defence requires a Supplier that can supply all of the foods listed in this Annex.

Item	Description	Special order item (Y/N)	Product Code	Offered brand	Offered Format	U of M
	Fresh Fruit and Vegetables					
1	ALFALFA SPROUTS				1 X 2.5 lb	CASE
2	APPLES: Layers separated with cardboard and minimum 2 1/2" in diameter - GOLDEN DELICIOUS				1 X 125 ct	CASE
3	APPLES: Layers separated with cardboard and minimum 2 1/2" in diameter - GRANNY SMITH				1 X 125 ct	CASE
4	APPLES: Layers separated with cardboard and minimum 2 1/2" in diameter - MACINTOSH				1 X 125 ct	CASE
5	APPLES: Layers separated with cardboard and minimum 2 1/2" in diameter - RED DELICIOUS				1 X 125 ct	CASE
6	APPLES: Layers separated with cardboard and minimum 2 1/2" in diameter - ROYAL GALA				1 X 125 ct	CASE
7	ASPARAGUS SPEARS, GREEN				1 X 11 lb	CASE
8	AVOCADO FRESH READY TO USE				1 X 60 EA	CASE
9	BANANAS - yellow/green (colour chart: type 4 or 5)				1 x 40 lbs	CASE
10	BASIL, FRESH				1 X 6 ea	BOX
11	BEAN SPROUTS, FRESH				1 X 11 lb	CASE
12	BEANS, GREEN, WHOLE				2 x 5 lbs	CASE
13	BEETS, FRESH				1 X 25 lbs	BAG
14	BLUEBERRIES, FRESH				12 x 0.5 pt	BOX
15	BOK CHOY				1 X 5 LB	CASE
16	BROCCOLI, FLORETS				1 X 5 lb	CASE
17	BROCCOLI, FRESH				1 X 20 lb	CASE

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18	CABBAGE, CHINESE (NAPPA)				1 X 10 LBS	CASE
19	CABBAGE, GREEN				1 X 20 lb	BAG
20	CABBAGE, RED				1 X 20 lb	BAG
21	CANTALOUPE				45 lb	CASE
22	CARROTS				1 X 50 lb	BAG
23	CARROTS, BABY				1 x 13 lb	CASE
24	CARROTS, PEELED				1 x 50 lb	BAG
25	CARROTS, STICKS				1 X 5 lb	CASE
26	CAULIFLOWER, FRESH				1 X 12 ea	CASE
27	CELERY, FRESH				1 x 50 lb	CASE
28	CELERY, STICKS				1 X 5 Lbs	CASE
29	CHARD SWISS BRIGHT				12 pc	CASE
30	CHILI, Red				1 X10 lb	CASE
31	CILANTRO, FRESH				1 X 6 ea	BOX
32	CORN ON THE COB				1 X 33 lb	BAG
33	CUCUMBERS, ENGLISH				1 x 12 ct	CASE
34	CUCUMBERS, REGULAR				1 X 24 ct	CASE
35	EGGPLANT				1 x 24 ct	CASE
36	FRENCH FRIES, COUNTRY STYLE DICE				6 X 5 lb	CASE
37	GARLIC, FRESH				1 X 5 lb	CASE
38	GINGER, ROOT				1 X 5 LB	CASE
39	GRAPES, GREEN SEEDLESS				1 x 18 lb	CASE
40	GRAPES, RED SEEDLESS				1 x 18 lb	CASE
41	JALAPENO PEPPERS, FRESH				1 X 10 LBS	CASE
42	KALE				1 X 24 ct	CASE
43	KIWI				1 x 30 ct	CASE
44	LEEKs, WHOLE				1 X 12 ct	CASE
45	LEMONGRASS, FRESH				1 X 5 LB	BOX
46	LEMONS				1 X 140 ea	CASE
47	LETTUCE, HEAD, ICEBERG				1 X 24 ea	CASE
48	LETTUCE, ICEBERG, CHOPPED				4 X 5 lb	CASE
49	LETTUCE, LEAF				1 x 22 lb	CASE
50	LETTUCE, MICROGREEN, ARUGULA				2 X 1.5 lb	CASE
51	LETTUCE, ROMAINE				1 X 24 ea	CASE
52	LETTUCE, ROMAINE, CHOPPED				6 X 2.2 lb	BOX
53	LETTUCE, SPRING MIX				1 X 3 lb	CASE
54	LETTUCE, SWISS CHARD				12 / case	CASE

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55	LIMES				1 X 250 EA	CASE
56	MANGO				1 X 10 ea	CASE
57	MELON, HONEYDEW				1 x 8 ea	CASE
58	MUSHROOMS, OYSTER				1 X 2LB	BOX
59	MUSHROOMS, PORTOBELLO				1 X 5 LBS	BOX
60	MUSHROOMS, SHIITAKE				1 X 3 lb	BOX
61	MUSHROOMS, WHITE BUTTON				1 X 10 LBS	CASE
62	OKRA, FRESH				1 x 18 lb	CASE
63	ONIONS, GREEN				4 X 2 lb	BOX
64	ONIONS, PEELED, WHOLE				2 x 5 lbs	BAG
65	ONIONS, SPANISH				1 x 50 lbs	Bag
66	ONIONS, RED				1 X 20 lb	BAG
67	ONIONS WHITE - Medium size 3-4" diameter				1 x 50 lbs	BAG
68	ORANGES				1 X 113 ea	CASE
69	ORANGES, CLEMENTINES				1 X 5 lb	CASE
70	OREGANO, FRESH				1 X 6 ea	BOX
71	PARSLEY, FRESH				1 X 12 CT	CASE
72	PEACHES				1 X 20 lb	CASE
73	PEARS				1 x 110 ea	CASE
74	PEAS, SNOW				2 X 5 LB	CASE
75	PEPPERS, GREEN				1 X 25 lb	CASE
76	PEPPERS, ORANGE, SWEET				1 X 10 lb	CASE
77	PEPPERS, RED				1 x 20 lb	CASE
78	PEPPERS, YELLOW				1 X 10 lb	CASE
79	PINEAPPLE, FRESH				1 x 6 ea	CASE
80	POTATOES, FRESH				1 X 50 lb	BAG
81	POTATOES, HASH BROWN				6 X 2.5 lb	CASE
82	POTATOES, NEW, JUMBO				1 X 50 lb	BAG
83	POTATOES, RED, BABY				1 X 50 lb	BAG
84	POTATOES, SWEET				1 x 40 lb	BAG
85	RADISHES				14 x 15 oz bg	CASE
86	RASPBERRIES, FRESH				12 x 0.5 pt	CASE
87	ROSEMARY, FRESH				1 X 6 ea	EACH
88	SPRING MIX SALAD - Fresh				1 x 3 lb	
89	SHALLOTS				1 X 10 lb	CASE
90	SPINACH, BABY, FRESH				1 X 4 lb	CASE
91	SPINACH, FRESH				4 x 2.5 lb	CASE
92	SQUASH, BUTTERNUT				1 X 40 lb	BOX
93	STRAWBERRIES				8 x 1 lb	CASE

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94	THYME, FRESH				1 X 6 ea	BOX
95	TOMATOES - Firm, pink in colour				1 X 20 lb	CASE
96	TOMATOES, CHERRY				1 X 10 lb	CASE
97	Turnips - Medium waxed				1 x 50 lb	CASE
98	WATERMELONS - AVERAGE SIZE				1 x 50 lb	CASE
99	ZUCCHINI, GREEN				1 X 20 lb	CASE
100	ZUCCHINI, YELLOW				1 X 20 lb	CASE

Item	Description	Special order item (Y/N)	Product Code	Offered brand	Offered Format	U of M
	Meat, Fish & Poultry Products					
1	BACON CRUMBLE				1 X 10 lb	CASE
2	BACON, PEAMEAL				1 X 10 lb	CASE
3	BACON, SLICED, REGULAR center cut, smoked, uniformly sliced 20 - 28 slices per lb, chilled or frozen				1X 10 lb	CASE
4	BEEF BRISKET, smoked, fresh average size 7 lb				1 X 14 lb	CASE
5	BEEF, BRISKET, CORNED				2 X 18 lb	CASE
6	HAMBURGER, STEAKHOUSE, Medium Ground Beef maximum fat content 23% (77% Chemical lean) 180g each				24 X 6-8 oz	CASE
7	BEEF, GROUND, LEAN, Cut 136 15-17% fat content; ;not to include head, heart, cheek, tongue, gullets, gland or organ meat CANADA AA or higher, fresh or frozen				2 X 5 lb	CASE
8	BEEF INSIDE ROUND, CANADA AA, fresh or frozen 13 - 19 lb , Cut 168/1168R, top round 1/4" trim				1 x 18 lb	CASE
9	BEEF, MONTREAL SMOKED MEAT				20 X 5 oz	CASE

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10	BEEF RIB ROAST 7-BONE NETTED, CANADA AA, fresh or frozen 5-11 kg, cut 1102 with fat level 2 or 3				3 x 22 lb	CASE
11	BEEF, ROAST, COOKED, SLICED				3 x 2.2 lb	CASE
12	BEEF STRIPLOIN WHOLE, CANADA AA, BONELESS, frozen, 250 g portions, center cut with fat level 1 or 2 or better, 10- 12 lb, style 1 cut 180				3 x 10 lb	CASE
13	BEEF, STRIPLOIN STEAKBEEF STRIPLOIN STEAK, CANADA AA, BONELESS, frozen 250 g portions, center cut with fat level 2 or 3				18 x 6 - 8 oz	CASE
14	BEEF STRIPLOIN WHOLE, CANADA AA, BONELESS, frozen, 250 g portions, center cut with fat level 1 or 2 or better, 6-7- KG,				4 X 10 lb	CASE
15	BEEF, TENDERLOIN, WHOLE, TRIMMED The silver skin & side muscle removed				2 x 4.5 lb Avg	CASE
16	CHICKEN BREAST, Boneless, Skinless, Frozen 17% meat protein, 8 oz each				1 x 10 lb	CASE
17	CHICKEN BREASTS BONELESS, SKINLESS, FRESH, 17% meat protein - 6 oz to 8 oz				1 X 10 lb	CASE
18	CHICKEN, CORDON BLEU, PRE-COOKED				24 x 7 oz	CASE
19	CHICKEN, DICED, 100% WHITE MEAT only				1 x 10 lb	CASE
20	CHICKEN, QUARTERS, FRESH				1 x 50 lb	CASE
21	CHICKEN QUARTERS, Frozen, Average 9 oz each, Class 3, type 3 Without neck or giblets				1 X 44 lb	CASE

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22	CHICKEN SLOUVAKI, BREAST ONLY, 4 oz each only				40 x 4 oz	CASE
23	CHICKEN WINGS, ROASTER, 8-10 per lb raw,				1 X 20 lb	CASE
24	COD TAIL BONELESS, CGSB 32.141m frozen 6 oz each				1 X 10 lb	CASE
25	CRAB, KING, LEGS				1 X 10 lb	CASE
26	CRAB, SNOW, READY TO SERVE				1 x 30 lb	CASE
27	HADDOCK FILET LOIN, without bone or skin, 6 oz ea				1 X 10 lbs	CASE
28	HAM, BLACK FOREST, SLICED				6 X 18 oz	CASE
29	HAM, PROSCIUTTO COTTO (GRANDFATHER HAM)				6 X 18 oz	CASE
30	HAM SMOKED, Bone in				2 X 10 lb	CASE
31	LAMB, DICED, The fat content shall not exceed 10%,				2 X 5 lb	CASE
32	LOBSTER, TAIL, Alantic 6 oz ea				1 X 10 LB	CASE
33	PORK LOIN BONELESS, average fat covering 6-10mm Maximum 10 lb				5 x 10 lb	CASE
34	PORK LOIN CHOP tenderloin, frozen 8 oz portion, center cut. The average thickness of the fat shall not be more than 6 mm.				30 x 8 oz	CASE
35	PORK, BUTT ROAST				3 X 9 lb	CASE
36	PORK, RIBS, BACK				1 x 28 lb	CASE
37	PORK, SHOULDER, BONELESS, ROLLED & TIED				3 x 6.5 lb	CASE
38	PORK TENDERLOIN, average size 1.16 - 1.57 lb each,				1 X 12 lb	CASE
39	TROUT RAINBOW, BONED, CGSB 32.141m, average 8 oz each whole head or headless, individually frozen, bulk packaged				2 X 5 lb	CASE
40	SALAMI, GENOA				2 X 5 lb	CASE
41	SALMON SMOKED SLICED, 2.2 lb ea				1 X 1 lb	CASE

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42	SALMON FILLET LOIN, CGSB 32.141m without bone or skin, Product of Canada, 8 oz each				24 X 8 OZ	CASE
43	SALMON STEAK, CGSB 32.141m frozen, 8oz each				24 X 8 oz	CASE
44	SAUSAGE ROUNDS				100 x 4 oz	CASE
45	SAUSAGE, BRATWURST				1 X 10 lb	CASE
46	SAUSAGE, CHEDDAR SMOKIES				1 x 10 lb	CASE
47	SAUSAGE, DEBRAZINI				1 x 10 lb	CASE
48	SAUSAGE, ITALIAN, HOT				1 X 5 Kg	CASE
49	SAUSAGE, ITALIAN, PIZZA TOPPING, COOKED				2 X 5 lb	CASE
50	SAUSAGE, PORK & BEEF, BREAKFAST				1 x 10 lb	CASE
51	SCALLOPS 20/30, RAW, CGSB 32.141m, frozen, (NO Medallions)				2 x 5lb	CASE
52	SHRIMP, BLACK TIGER, RAW, IQF, PEELED & DEVEINED, 16 / 20 COUNT				5 x 2 lb	CASE
53	SOLE, NATURAL FILLETS, RAW, frozen, 6oz portions, CGSB 32.141m				1 X 10 lb	CASE
54	TURKEY BREAST, SLICED				8 X 1 lb	CASE
55	TURKEY BREAST BONELESS, SKIN ON, RAW				17 x 3 lb	CASE
56	TURKEY, GROUND 93% Lean 7 % fat				2 X 5 lb	CASE
57	TURKEY, WHOLE, GRADE A				2 x 18 lb	CASE
58	VEAL CUTLETS				40 X 6 oz	CASE
59	VEAL, GROUND				2 X 5 lb	CASE
60	WALLEYE FILLET, Skin on IQF, 12-14 oz each				1 x 11 lb	CASE

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Item	Description	Special order item (Y/N)	Product Code	Offered brand	Offered Format	U of M
	Fresh Bread and Rolls					
1	BAGELS, CINNAMON & RAISIN, FROZEN				1 x 36 ea	CASE
2	BAGELS, PLAIN				1 X 6 ea	PACKAGE
3	BREAD, 12 GRAIN				1 X 23 oz	LOAF
4	BREAD, BAGUETTE				24 x 9 oz	CASE
5	BREAD, CIABATTA				90 x 4 oz	CASE
6	BREAD, FLAT NAAN, GARLIC & CILANTRO				48 EA	CASE
7	BREAD, FLAX, 600 G				1 x 21 oz	LOAF
8	BREAD, FOCCACIA, BAGUETTE				8 x 24 oz	CASE
9	BREAD, MULTI-GRAIN, 21 oz				1 x 21 oz	LOAF
10	BREAD, PUMPERNICKEL				1 x 15 oz	LOAF
11	BREAD, RAISIN				1 x 11 oz	LOAF
12	BREAD, RYE				1 x 28 oz	LOAF
13	BREAD, WHEAT & OAT				1 x 21 oz	LOAF
14	BREAD, WHITE, SANDWICH, FROZEN				16 x 23	CASE
15	BREAD, WHITE, TEXAS TOAST, 675 G				1 X 23 oz	LOAF
16	BREAD, WHOLE WHEAT, 100%				1 X 23 oz	LOAF
17	BUN, PRETZEL, SLICED				72 x 4 oz	CASE
18	ENGLISH MUFFINS, WHOLE WHEAT, 100%				6 x 2 oz	PACKAGE
19	HAMBURGER BUNS, SESAME SEED				12 x 3 oz	PACKAGE
20	PITA BREAD, WHITE				6 x 3 oz	PACKAGE
21	TORTILLA, SPINACH, 12 INCH				12 x 10 ea	CASE
22	TORTILLA, TOMATO BASIL, 12INCH				12 x 10 ea	CASE
23	TORTILLA, WHOLE WHEAT, 12 INCH				12 X 10 ea	CASE

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Item	Description	Special order item (Y/N)	Product Code	Offered brand	Offered Format	U of M
	Dairy Items.					
1	BUTTER, CUPS, INDIVIDUAL				600 X .22oz	CASE
2	BUTTER, SALTED				50 X 1 lb	CASE
3	CHEESE, BLUE, DANISH				1 X 6 lb	CASE
4	CHEESE, BOCCONCINI				2 X 6 lb	CASE
5	CHEESE, BRIE, DANISH				3 X 6 lb	CASE
6	CHEESE, CHEDDAR, COLOURED, MEDIUM				2 X 5 lb	CASE
7	CHEESE, CHEDDAR, COLOURED, MILD				3 X 5 lb	CASE
8	CHEESE, CHEDDAR, MARBLED				4 X 5 lb	CASE
9	CHEESE, CHEDDAR, WHITE, OLD				5 X 5 lb	CASE
10	CHEESE, COTTAGE, 2%				12 X 16 oz	CASE
11	CHEESE, CREAM, INDIVIDUAL				200 X 1 oz	CASE
12	CHEESE, CREAM,				6 x 3 lb	CASE
13	CHEESE, FETA				1 X 6 lb	CASE
14	CHEESE, GOUDA				1 X 9 lb	CASE
15	CHEESE, GOUDA, SMOKED				1 X 9 lb	CASE
16	CHEESE, HAVARTI				1 X 9 lb	CASE
17	CHEESE, MONTEREY JACK				2 X 5 lb	CASE
18	CHEESE, PARMESAN, GRATED				24 x 24 oz	CASE
19	CHEESE, PARMESAN, SHREDDED				2 X 2 lb	CASE
20	CHEESE, SWISS, CANADIAN				2 X 6 lb	CASE
21	FRENCH VANILLA CREAMER				200 X 13 ml	CASE
22	HAZELNUT CREAMER				201 X 13 ml	CASE
23	IRISH CREAMER				202 X 13 ml	CASE
24	CREAM, 18 % MF, INDIVIDUAL				203 X 13 ml	CASE
25	CREAM, 35 % MF, 1 L				6 x 32 fl oz	CASE
26	MARGARINE, INDIVIDUAL, CUPS				600 X .22oz	CASE
27	MILK, CHOCOLATE, 1%, 250 ML				48X 250 mL	CASE
28	MILK, WHITE, 2%, 250 ML				48 X 250 mL	CASE
29	SOUR CREAM				2 X 5 lb	CASE
30	SOUR CREAM, INDIVIDUAL				96 X 43 mL	CASE

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31	YOGURT, GREEK, NON-FAT, PLAIN				2 X 40 OZ	CASE
32	YOGURT, GREEK, MIXED BERRY				18 X 5.3 OZ	CASE
33	YOGURT, GREEK, VANILLIA				18 X 5.3 OZ	CASE
34	YOGURT, GREEK, STRAWBERRY				18 X 5.3 OZ	CASE

Item	Description	Special order item (Y/N)	Product Code	Offered brand	Offered Format	U of M
	Misc Grocery					
1	AEROSOL, COOKING SPRAY, PURE VEGETABLE				6 X 12 OZ	CASE
2	ALLSPICE				1 x 15 OZ	CASE
3	ALMONDS, SLIVERED				3 X 2.2 LB	CASE
4	ALMONDS, WHOLE				1 X 6 LB	BAG
5	ARTICHOKE, HEART				6 X 100 oz	CASE
6	BABY CORN, CANNED				6 X 100 oz	CASE
7	BAMBOO SHOOTS, CANNED				6 X 100 oz	CASE
8	BARLEY, PEARL				1 X 10 lb	CASE
9	BARS, GRANOLA, ALMOND, SWEET & SALTY				36 x 1.2 oz	CASE
10	BARS, GRANOLA, CHOCOLATE CHIP				36 x 1.2 oz	CASE
11	BARS, GRANOLA, FRUIT AND NUTS				36 x 1.2 oz	EACH
12	BARS, GRANOLA, OATS & HONEY				36 x 1.2 oz	CASE
13	BARS, GRANOLA, PEANUT BUTTER				36 x 1.2 oz	CASE
14	BARS, SESAME SNAPS				48 X 3 oz	CASE
15	BEANS, FAVA				6 X 100 oz	CASE
16	BEEF CONSOMMÉ				6 x 32 oz	CASE
17	BEETS, SLICED, PICKLED				2 X 35.5 oz	CASE
18	BREAD CRUMBS, FINE				1 X 22 lb	CASE
19	BREAD CRUMBS, PANKO				1 X 22 lb	CASE
20	BROCCOLI, FROZEN				6 X 4 lb	CASE
21	BRUSSEL SPROUTS, FROZEN				6 X 4 lb	CASE
22	CARROTS, SLICED, FROZEN				6X 4 lb	CASE
23	CAULIFLOWER, FLORETS, FROZEN				6 X 4 lb	CASE
24	CAYENNE PEPPER				1 X 16 oz	EACH

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25	CELERY, DICED, FROZEN				6 X 2 kg	CASE
26	CEREAL BARS, APPLE CINNAMON				48 X 37g	CASE
27	CEREAL BARS, BLUEBERRY				48 X 37 GR	CASE
28	CEREAL BARS, MIXED BERRY, INDIVIDUAL				16 x 37 g	CASE
29	CEREAL BARS, STRAWBERRY				16 x 37 g	CASE
30	CEREAL, HARVEST CRUNCH				12 X 750 g	CASE
31	CEREAL, MUSLIX, ALMOND RAISIN, INDIVIDUAL				72 X 38 g	CASE
32	CEREAL, VECTOR				6 x 850 g	CASE
33	CAJUN, SEASONING				1 X 18 oz	
34	CHILI, CRUSHED				1 x 13.5 OZ	BOTTLE
35	CHILI, POWDER				1 X 20 OZ	EACH
36	CHINESE 5 SPICE, POWDER				1 X 500 g	CONTAINER
37	CHIPS, NACHO				6 X 454 g	PAIL
38	CHIPS, TORTILLA, TRIANGLE, SALTED				6 x 2 lbs	CASE
39	CINNAMON BUNS				1 X 48 EA	CASE
40	CLAMS, BABY, WHOLE				12 X 400 g	CASE
41	CINNAMON, GROUND				1 X 550 g	EACH
42	CLOVES, WHOLE				1 X 375 G	BOTTLE
43	COFFEE WHITENER, POWDER, INDIVIDUAL				1000 X 3 g	CASE
44	COFFEE, GROUND, REGULAR				18 X 8 oz	CASE
45	COOKIE MILK CHOCOLATE CHUNK THAW & SERVE				72 X 1.35 oz	CASE
46	COOKIE PEANUT BUTTER THAW & SERVE				72 X 1.35 oz	CASE
47	COOKIE RAISIN & OATMEAL THAW & SERVE				72 X 1.35 oz	CASE
48	COOKIES, CHOCOLATE MACAROON				72 x 37.8 g	CASE
49	COOKIES, DOUBLE CHOCOLATE, THAW & SERVE				72 X 1.35 OZ	CASE
50	COOKIES, FIG NEWTONS				24 x 2 oz	CASE
51	COOKIES, FUDGE-O				100 X 2'S	CASE
52	COOKIES, OATMEAL, INDIVIDUAL				2 X 48 ea	CASE
53	COOKIES, OREO, INDIVIDUAL				60 X 4 ea	CASE
54	COOKIES, WHITE CHOCOLATE MACADAMIA, THAW & SERVE				72 X 1.35 OZ	CASE
55	CORIANDER, GROUND				1 X 16 oz	BOTTLE

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56	CORN, CREAM STYLE, CANNED				6 X 100 oz	CASE
57	CORN, KERNEL, FROZEN				6 X 5 lb	CASE
58	COUSCOUS				1 X 11 lb	BAG
59	CRACKERS AND CHEESE, INDIVIDUAL				30 x 0.95 oz	CASE
60	CRACKERS AND PEANUT BUTTER, INDIVIDUAL				40 x 1.75 oz	CASE
61	CRANBERRIES, DRIED				2 X 3 lb	CASE
62	CROUTONS, SEASONED				1 X 10 lb	CASE
63	CUMIN, GROUND				1 X 16 oz	BOTTLE
64	CURRY POWDER				1 X 18 oz	BOTTLE
65	CURRY, PASTE, RED				1 X 14 oz	BUCKET
66	DILL				1 X 8 oz	EACH
67	DRESSING, BALSAMIC				2 X 1 gal	CASE
68	DRESSING, CAESAR, LIGHT				2 X 1 gal	CASE
69	DRESSING, COLESLAW				2 X 1 gal	CASE
70	DRESSING, CREAMY CAESAR, INDIVIDUAL				200 x 1.5 oz	CASE
71	DRESSING, CREAMY ITALIAN, INDIVIDUAL				200 x 1.5 oz	CASE
72	DRESSING, FRENCH				2 X 1 gal	CASE
73	DRESSING, FRENCH, INDIVIDUAL				200 x 1.5 oz	CASE
74	DRESSING, GREEK, FETA, INDIVIDUAL				200 x 1.5 oz	CASE
75	DRESSING, ITALIAN				2 X 1 gal	CASE
76	DRESSING, ITALIAN INDIVIDUAL				200 x 1.5 oz	CASE
77	DRESSING, MAYONNAISE				1 X 4 gal	CASE
78	DRESSING, MIRACLE WHIP				200 x 1.5 oz	CASE
79	DRESSING, RANCH				2 X 1 gal	CASE
80	DRESSING, RASPBERRY VINAIGRETTE				2 X 1 gal	CASE
81	DRESSING, SUNDRIED TOMATO & OREGANO, IND				2 X 1 gal	CASE
82	DRESSING, THOUSAND ISLAND, INDIVIDUAL				200 x 1.5 oz	CASE
83	DRESSING, TOMATO OREGANO, IND				200 x 1.5 oz	CASE
84	EGG WHITES, FROZEN				12 X 1 L	CASE
85	EGGS, FRESH, LARGE, CANADA GRADE A				1 X 180 ea	CASE
86	EGGS, LIQUID, WHOLE EGG				2 X 10 L	CASE

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87	FLOUR, ALL PURPOSE				1 X 50 lb	CASE
88	GARAM MASALA				6 X 20 oz	CASE
89	GARLIC & PEPPER, ROASTED				1 x 23 oz	BOTTLE
90	GARLIC PEELED				4 X 5 lb	JAR
91	GARLIC, FRESH				1 X 5 lb	CASE
92	GARLIC, POWDER				1 X 18 oz	BOTTLE
93	GINGER, GROUND				1 X 1 oz	CONTAINER
94	TUNA, FLAKED, LIGHT, IN WATER				6 X 4 lb	CASE
95	GINGER, ROOT				1 X 5 LB	CASE
96	GRAVY BASE, BEEF, NO MSG, LOW SODIUM				6 X 13 oz	CASE
97	GRAVY BASE, CHICKEN, NO MSG, LOW SODIUM				6 x 18 oz	CASE
98	GREEN BEANS, FRENCH CUT, FROZEN				6 X 4 lb	CASE
99	GREEN BEANS, WHOLE, FROZEN				1 x 18 lb	CASE
100	GREEN PEAS, FROZEN				6 X 4 lb	CASE
101	HONEY, INDIVIDUAL				200 x 1.5 oz	CASE
102	HONEY, LIQUID				12 X 17 oz	PAIL
103	HOT CHOCOLATE, INDIVIDUAL				50 x 1 oz	CASE
104	ITALIAN, 1-STEP				1 X 18 oz	EACH
105	JAM, BLUEBERRY, INDIVIDUAL				200 x 1.5 oz	CASE
106	JAM, RASPBERRY, INDIVIDUAL				200 x 1.5 oz	CASE
107	JAM, STRAWBERRY, INDIVIDUAL				200 x 1.5 oz	CASE
108	JUICE, APPLE & GRAPE, INDIVIDUAL				30 X 200 ml	CASE
109	JUICE, APPLE, INDIVIDUAL				30 X 200 mL	CASE
110	JUICE, ORANGE, INDIVIDUAL				30 X 200 ML	CASE
111	JUICE, PINEAPPLE				12 X 1.36 L	CASE
112	JUICE, TOMATO				12 X 1.36 L	CASE
113	JUICE, TROPICAL, 7 FRUIT, INDIVIDUAL				30 X 200 mL	CASE
114	JUICE, V-8				24 x 200 ml	CASE
115	KETCHUP				12 X 26 oz	CASE
116	KETCHUP, INDIVIDUAL				1000 X .25 oz	CASE
117	LEMONGRASS, FRESH				1 X 5 LB	BOX

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118	MARGARINE, INDIVIDUAL, CUPS				480 X .25 oz	PAIL
119	MILK POWDER, REGULAR				1 X 22 lb	CASE
120	MISO PASTE				6 x 18 oz	CASE
121	MIXED BERRIES (STRAWBERRY, BLUEBERRY, RASPBERRY & BLACKBERRY), FROZEN				1 X 11 lb	CASE
122	MIXED FRUITS, DRIED				1 X 6 lb	CASE
123	MIXED VEGETABLES, CALIFORNIA, FROZEN				6 X 4 lb	CASE
124	MIXED VEGETABLES, ITALIAN, FROZEN				6 X 4 lb	CASE
125	MIXED VEGETABLES, ORIENTAL, FROZEN				6 X 4 lb	CASE
126	MIXED VEGETABLES, WINTER MIX, FROZEN				6 X 4 lb	CASE
127	MONTREAL STEAK SPICE				1 X 29 oz	EACH
128	MUFFIN BATTER, BANANA				1 X 8 lb	CASE
129	MUFFIN BATTER, BLUEBERRY				1 X 8 LB	PAIL
130	MUFFIN BATTER, CARROT PINEAPPLE				1 X 8 lb	PAIL
131	MUFFIN BATTER, GOLDEN RAISIN BRAN				1 X 8 lb	PAIL
132	MUFFIN BATTER, LEMON CRANBERRY				1 x 8 lb	PAIL
133	MUFFINS, ASSORTED				60 x 4 oz	CASE
134	MUFFINS, BLUEBERRY, WRAPPED				24 X 4 oz	CASE
135	MUSTARD				12 X 11 oz	CASE
136	MUSTARD, DIJON				12 X 11 oz	CASE
137	MUSTARD, DIJON, OLD FASHION				1 X 12 lb	CONTAINER
138	MUSTARD, DRY				1 X 16 oz	EACH
139	MUSTARD, HOT				12 X 11 oz	EACH
140	MUSTARD, INDIVIDUAL				500 X 1.5 oz	CASE
141	NOODLES, FETTUCINI				1 X 20 LB	CASE
142	NOODLES, FUSILLI				12 X 15 oz	CASE
143	NOODLES, FUSILLI, TRI-COLOUR				1 x 10 lb	CASE
144	NOODLES, LASAGNA				1 X 10 LB	CASE
145	NOODLES, MACARONI				2 X 10 LB	CASE
146	NOODLES, ORZO				4 X 5 lb	CASE
147	NOODLES, PENNE				1 X 20 LBS	CASE

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148	NOODLES, RIGATONI				1 X 20 lb	BOX
149	NOODLES, ROTINI				1 X 20 lb	CASE
150	NOODLES, ROTINI, TRI-COLOUR				1 x 10 LB	CASE
151	NOODLES, SHELL				1 x 20 lb	CASE
152	NOODLES, SPAGHETTI				1 X 20 lb	CASE
153	NUTS, MIX				2 X 3 lb	CASE
154	NUTS, PINE				3 X 2.2 LB	CASE
155	NUTS, WALNUT PIECES				3 X 2.2 LB	CASE
156	NUTS, WALNUTS, HALFS				1 X 2.2	CASE
157	OIL, CANOLA				6 X 1 gal	CASE
158	OIL, COCONUT				1 X 1 gal	CASE
159	OIL, OLIVE, EXTRA VIRGIN				4 X 1 gal	CASE
160	OIL, PEANUT				1 X 4 gal	PAIL
161	OIL, SESAME SEED, PURE				12 x 15 oz	CASE
162	OLIVES, BLACK, SLICED				6 X 100 oz	CASE
163	OLIVES, GREEN, STUFFED				2 X 1 gal	CASE
164	ONION POWDER				1 X 12 oz	CONTAINER
165	ONIONS, COCKTAIL				2 X 1 gal	BOTTLE
166	ONIONS, DICED, FROZEN				6 X 4.4	CASE
167	OREGANO, FRESH				1 X 6 ea	BOX
168	OREGANO, RUBBED				1 x 12 oz	CONTAINER
169	PAPRIKA				1 X 16 oz	EACH
170	PARMESAN & HERBS 1-STEP				12 X 16 oz	EACH
171	PARSLEY FLAKES				1 X 3 oz	EACH
172	PARSLEY, FRESH				1 X 12 CT	CASE
173	PEANUT BUTTER, INDIVIDUAL				200 x 1.5 oz	CASE
174	PEANUT BUTTER, SMOOTH				6 X 4.4 lb	CASE
175	PEAS, SUGAR, SNAP				4 X 4.4 lb	CASE
176	PEPPER, BLACK, GROUND				1 X 16 oz	EACH
177	PEPPERS, GREEN, DICED, FROZEN				6 X 4.4 lb	CASE
178	PEPPERS, RED, DICED, FROZEN				6 X 4.4 lb	CASE
179	PEPPERS, RED, SWEET, ROASTED, CANNED				6 X 100 oz	CASE
180	PICKLES, DILL, LARGE, KOSHER				1 X 4 gal	PAIL
181	PICKLES, GHERKINS				2 X 1 gal	CASE
182	PICKLES, HOT BANANA PEPPERS, RINGS				2 X 1 gal	CASE

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183	PICKLES, SAUERKRAUT				2 X 1 gal	CASE
184	POULTRY SEASONING				1 X 11 oz	EACH
185	QUINOA				1 x 11 lb	CASE
186	RAISINS, INDIVIDUAL				24 X 1.5 oz	CASE
187	RELISH				2 X 1 gal	CASE
188	RICE, 7 GRAIN				2 X 10 lb	CASE
189	RICE, ARBORIO				12 X 750 GR	CASE
190	RICE, BASMATI				2 X 1.6 lb	BAG
191	RICE, BROWN				1 X 20 lb	CASE
192	RICE, WHITE, LONG GRAIN				1 X 22 lb	CASE
193	RICE, WILD MIX				6 x 2.2	CASE
194	ROLLED OATS				12 x 2.2	CASE
195	ROSEMARY, FRESH				1 X 6 ea	EACH
196	SAGE, GROUND				1 X 11 oz	CONTAINER
197	SALT, IODIZED				24 X 2.2 lb	CASE
198	SALT, KOSHER				12 X 3 lb	CONTAINER
199	SALT, SEA				1 X 2.5 lb	CONTAINER
200	SAUCE, A1				24 X 13 oz	CASE
201	SAUCE, BBQ				2 X 1 gal	CASE
202	SAUCE, BBQ, INDIVIDUAL				100 X 1.5 oz	CASE
203	SAUCE, CRANBERRY, WHOLE BERRY				200 x 1.5 oz	CASE
204	SAUCE, HEINZ 57				12 X 1.5 oz	CASE
205	SAUCE, HOISIN				6 x 4.4 lb	CASE
206	SAUCE, HONEY GARLIC				2 X 1 gal	CASE
207	SAUCE, HORSERADISH				2 X 1 gal	CASE
208	SAUCE, HOT				2 X 1 gal	CASE
209	SAUCE, HP				12 X 400 ML	CASE
210	SAUCE, OYSTER				2 X 1 gal	CASE
211	SAUCE, PESTO				6 x 1 lb	CASE
212	SAUCE, PIZZA				6 X 100 oz	CASE
213	SAUCE, PLUM				2 X 1 gal	CASE
214	SAUCE, ROASTED GARLIC, IND				100 X 1.5 oz	CASE
215	SAUCE, ROMANO & BASIL				6 X 100 oz	BOTTLE
216	SAUCE, SALSA, MEDIUM				4 X 1 gal	CASE
217	SAUCE, SEAFOOD				2 X 1 gal	CASE
218	SAUCE, SOYA				2 X 1 gal	CASE
219	SAUCE, STIR FRY				2 X 1 gal	CASE
220	SAUCE, SWEET & SOUR				2 x 1 gal	CASE
221	SAUCE, TABASCO				24 x 2 oz	CASE

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222	SAUCE, TERIYAKI GLAZE				2 X 1 gal	CASE
223	SAUCE, THAI, SWEET & SPICY				2 X 1 gal	CASE
224	SAUCE, TOMATO				6 X 100 oz	CASE
225	SAUCE, WORCESTERSHIRE				12 X 5 oz	CASE
226	SAUERKRAUT				2 X 1 gal	CASE
227	SEASONING, CAJUN				1 X 18 oz	CONTAINER
228	SEASONING, GREEK				1 X 17 oz	CONTAINER
229	SEASONING, ITALIAN				1 X 6.25 oz	BOTTLE
230	SEASONING, TACO				6 X 24 oz	EACH
231	SEASONING, TEX MEX				1 X 17 oz	BOTTLE
232	SEASONING, JERK				1 X 19 oz	CASE
233	SESAME, SEED				1 X 17 oz	CASE
234	SOUP BASE, BEEF				2 x 1 gal	CASE
235	SOUP BASE, CHICKEN				2 x 1 gal	CASE
236	SOUP MIX, BEEF & BARLEY				4 x 1 gal	PAIL
237	SOUP MIX, CHICKEN NOODLE				4 x 1 gal	CASE
238	SOUP MIX, FRENCH ONION				4 x 1 gal	CASE
239	SOUP MIX, SMOKED TURKEY & RICE				4 x 1 gal	CASE
240	SOUP, CHICKEN BROTH, CANNED				12 x 0.5 gal	CASE
241	SPICE, SMOKED APPLEWOOD				1 X 27 oz	CASE
242	SPICE, WHISKEY SMOKED BBQ				1 x 23 oz	BOTTLE
243	SPINACH, FROZEN				6 X 4.4 lb	CASE
244	SQUARES, ASSORTED				4 X 100 oz	CASE
245	SUGAR, SUBSTITUTE				3 X 1000 ea	CASE
246	SUGAR, WHITE				8 x 5 lb	CASE
247	SUGAR, WHITE, INDIVIDUAL				1 x 1000 ea	CASE
248	SYRUP, MAPLE FLAVOURED, INDIVIDUAL				200 x 1.5 oz	CASE
249	SYRUP, MAPLE, PURE				1 X 1 gal	BOTTLE
250	TEA, CHAI SPICE				6 x 28 ea	CASE
251	TEA, EARL GREY				6 X 20 ea	CASE
252	TEA, ENGLISH BREAKFAST				6 X 20 ea	CASE
253	TEA, HERBAL, ASSORTED				6 X 20 ea	CASE
254	THYME, FRESH				1 X 6 ea	BOX
255	THYME, GROUND				1 X 6 oz	CONTAINER
256	TOMATO PASTE				6 X 100 oz	CASE
257	TOMATO PUREE				6 X 100 oz	CASE

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258	TOMATOES, CRUSHED, CANNED				6 X 100 oz	CASE
259	TOMATOES, DICED, CANNED				6 X 100 oz	CASE
260	TOMATOES, SUNDRIED				2 X 2.2	EACH
261	TOMATOES, WHOLE				6 X 100 oz	CASE
262	VEGETABLE CONSOMMÉ				4 X 0.5 gal	CASE
263	VINEGAR, APPLE CIDER				2 X 1 gal	CASE
264	VINEGAR, BALSAMIC				2 X 1 gal	CASE
265	VINEGAR, INDIVIDUAL				500 X 0.2 oz	CASE
266	VINEGAR, WHITE				6 X 1 gal	CASE
267	WATER CHESTNUTS				6 X 100 oz	CASE
268	COFFEE WHITENER, POWDER, INDIVIDUAL				1 x 1000 ea	CASE

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ANNEX B, Delivery Locations

(anything in italics will be removed from any resultant Supply Arrangement)

1. Company Name: _____

2. Bidders must indicate with an "X", each 'Location' row and 'Value of Food' column in Continental United States for which they are bidding. Food must be provided in accordance with Appendix "A" of Annex "A"

Location	Value of Food that Supplier will bid on for the location			
	up to \$10,000	\$10,001 to \$70,000	\$70,001 to <\$100,000	>\$100,000
Camp Lejeune NC				
Cannon AFB, NM				
Camp Pendleton, CA				
California				
Texas				
South Carolina				
North Carolina				
New Mexico				

ANNEX C Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- o. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

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W6448-20-DH26

Amd. No. - N° de la modif.
KIN519
File No. - N° du dossier CCC No./N°
KIN-9-52054

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

ANNEX D to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.

The Bidder accepts 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);

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KIN519
File No. - N° du dossier CCC No./N°
KIN-9-52054

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

ANNEX E, ADDITIONAL CERTIFICATION INFORMATION

1. Board of Directors

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

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

Director Name/Position - _____

2. Procurement Business Number (PBN)

In accordance with Section 2, Procurement Business Number, of the Standard Instructions, Contractors are required to have a Procurement Business Number (PBN) before Contract award.

Procurement Business Number - _____

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