



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Travaux publics et Services gouvernementaux  
Canada

Voir dans le document/

See herein

NA

Québec

NA

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Travaux publics et Services gouvernementaux Canada  
Place Bonaventure, portail Sud-Oue  
800, rue de La Gauchetière Ouest  
7<sup>e</sup> étage, suite 7300  
Montréal  
Québec  
H5A 1L6

<b>Title - Sujet</b> Cafeteria food service	
<b>Solicitation No. - N° de l'invitation</b> 47419-211264/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 47419-211264	<b>Date</b> 2020-06-09
<b>GETS Reference No. - N° de référence de SEAG</b> PW-SMTA-490-15734	
<b>File No. - N° de dossier</b> MTA-0-43007 (490)	<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 2020-06-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Avancée de l'Est HAE
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Sirois, Richard	<b>Buyer Id - Id de l'acheteur</b> mta490
<b>Telephone No. - N° de téléphone</b> (514) 718-5993 ( )	<b>FAX No. - N° de FAX</b> (514) 496-3822
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

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

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## AMENDMENT 002

This amendment is required to provide a questions/answers and amend the request of proposal.

### 1) QUESTIONS AND ANSWERS

Q1. Wouldn't it be safer and more advantageous for everyone if the price of the meal per person was scaled according to the number of meals to be served?

A1. No, it is not the direction that has been decided.

Q2. Is there a guaranteed minimum population/resident?

A2. No, but there is a guaranteed minimum of 5% of the value of the contract, as stipulated in clause 6.7.2 of the Request for Proposal. The total amount of the contract will be indicated when the contract is award only.

Q3. How many employees (CBSA) are on site?

A3. Normally, about 225 employees and about 75 contractual employees.

Q4. In the past, we had to operate a convenience store (Tuck Shop) is that still the case?

A4. No.

Q5. Who is responsible for transporting BBQs to different service sites? Do we have to plan the logistics of this transport (cart and/or vehicle)?

A5. The BBQs are installed by the staff of the College on a terrace. It is not permitted to move the BBQs from where they are installed.

Q6. Because of COVID-19, do you plan to review the requirements for salad bars and any other self-service service or product?

A6. See Appendix A point 3. j) , point 5.6 and Appendix B part 2.

Q7. Is the delivery dock accessible 7 days a week?

A7. Yes.

Q8. How do you separate the service and products offered between residents and employees/visitors/clients at noon?

A8. See Appendix A, section "11. SUPPORT" b) and c).

Q9. For practical purposes, can the Appendix B - Payment Base be produced in Word or Excel format?

A9. Yes, you will find the document as in attachment on the buyandsell.gc.ca website.

Q10. Can you confirm that CBSA is responsible for the repair costs of all equipment?

Q10. Yes, the CBSA is responsible for repairing the equipment it owns, and the service provider still has an obligation to use the equipment in accordance with the manufacturer's recommendations.

Q11. Can you provide us with the specifications of the vending machines (number, type)?

A11. We will require at least two (2) cold drink machines at the beginning of the contract. The number and type of machines will be at the contractor's discretion and may be reassessed during the contract.

Q12. Can you provide us with sales of the vending machine service?

A12. No, because we do not ask for a report on the cash sales that the contractor collects.

Q13. Can you give us an assessment of annual catering sales?

A13. No, because sales vary a lot from year to year. That said, compared to the overall value of the contract, the catering part is negligible.

Q14. Do we need to get a liquor licence for catering functions?

A14. No.

Q15. Can we take pictures when visiting the site on June 16th?

A15. Yes.

## 2) MODIFICATION OF THE REQUEST OF PROPOSAL (RFP)

### DELETE ENTIRELY

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#### 2.6 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at the Canada border Services Agency (CBSA) at 475, Chemin de la grande Ligne, Rigaud, Quebec, J0P 1P0 on June 16, 2020. The site visit will begin at 13h30 EDT.

Bidders must communicate with the Contracting Authority no later than **June 12, 2020 at 14h00 EDT** to confirm attendance and provide the name of the person who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Due to Covid-19 virus and to comply with the distancing instructions issued by the Public Health Agency of Canada and the Ministère de la Santé et des Services sociaux of Quebec, a maximum of **two (2)** representatives per bidder will be authorized.

### AND REPLACE BY

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**Visitors must park in parking lots P1 and P2 when they arrive at the College for the visit.**

Bidders must communicate with the Contracting Authority no later than **June 12, 2020 at 14h00 EDT** to confirm attendance and provide the name of the person who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

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ANNEX « A »

**2. BACKGROUND**

The CBSA College is the organization responsible for providing training and professional development for all of its employees. It may also offer its facilities to other federal organizations.

The College operates 24 hours a day, seven days a week. With its 316 rooms, two firing ranges, multi-purpose complex, auditorium, meeting, conference rooms, and banquet hall with an adjoining licensed lounge, participants can remain on site for the duration of their activities. Although most activities take place during the day, some activities may take place early in the morning or in the evening, as mentioned in Section 6 "MEAL SCHEDULE".

For the next two years, the occupancy rate is estimated at 75%.

As sustainable development is a priority for the Federal Government and the CBSA College, the contractor have to adopt practices that minimize waste related to food and overpackaging.

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For the next two years, the occupancy rate is estimated at 75%. **Take note that there is normally a near-complete to full closing period during the holiday season.**

As sustainable development is a priority for the Federal Government and the CBSA College, the contractor have to adopt practices that minimize waste related to food and overpackaging.

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ANNEX "A"

**6. MEAL SCHEDULE**

Evening coffee break	n/a	n/a	9:30 p.m. to 10:30 p.m.
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**AND REPLACE BY**

Evening coffee break Cafeteria and Canteen	n/a	n/a	9:30 p.m. to 10:30 p.m.
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ANNEX "A"

**8. MINIMUM MENU REQUIREMENTS**

<b>Canteen</b> <b>Afternoon and evening</b>	<ul style="list-style-type: none"><li>• Four varieties of coffee;</li><li>• Milk 2%;</li><li>• Skimmed milk;</li><li>• Soy milk;</li><li>• Lactose-free milk;</li><li>• Hot water;</li><li>• Hot chocolate;</li><li>• Various tea bags;</li><li>• Two kinds of juice. <b>Morning:</b> orange juice and a different kind. <b>Afternoon:</b> lemonade and a different kind;</li><li>• Two varieties of pastries (butter croissants, brioches, etc.);</li><li>• Three varieties of muffins (fruit, chocolate, carrots, etc.), one must be a healthier option (oats or bran);</li><li>• Three varieties of cookies (chocolate, chocolate chips, etc.), one must be a healthier option (raisins and oats, etc.);</li><li>• Three varieties of whole fruit (bananas, apples, oranges, peaches, etc.). The options must vary every day.</li></ul>
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**AND REPLACE BY**

<b>Canteen</b> <b>Morning, afternoon and evening (if necessary)</b>	<ul style="list-style-type: none"><li>• Four varieties of coffee;</li><li>• Milk 2%;</li><li>• Skimmed milk;</li><li>• Soy milk;</li><li>• Lactose-free milk;</li><li>• Hot water;</li><li>• Hot chocolate;</li><li>• Various tea bags;</li><li>• Two kinds of juice. <b>Morning:</b> orange juice and a different kind. <b>Afternoon:</b> lemonade and a different kind;</li><li>• Two varieties of pastries (butter croissants, brioches, etc.);</li><li>• Three varieties of muffins (fruit, chocolate, carrots, etc.), one must be a healthier option (oats or bran);</li><li>• Three varieties of cookies (chocolate, chocolate chips, etc.), one must be a healthier option (raisins and oats, etc.);</li><li>• Three varieties of whole fruit (bananas, apples, oranges, peaches, etc.). The options must vary every day.</li></ul>
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**All other terms and conditions remain unchanged.**