

### Catering services for events in the National Capital Region

The following is a summary of the amendment issued to date:

Amendment No.	Date	Description
001	November 2, 2022	A. Answer questions raised by the industry (Question 1); and B. Impart modifications to the Request for Proposals (RFP).

#### Amendment 002

The RFSO Amendment 002 is divided into two parts and is raised to:

**Part A: Provide answers to questions raised by the industry (Question 2-5)**

**Part B: Amend the Request for Standing Offer (RFSO)**

#### Part A: Questions raised by the industry

##### Question #002

The Department of Canadian Heritage has a requirement for the above services to be carried out in accordance with the Statement of Work attached hereto as Annex "A". The period of the Standing Offer is from date of award to **October 31, 2024, with the possibility of extending by up to one (1) additional one-year option period.**

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- Two (2) years, from date of award to October 31, 2024
- Year 2 - November 1, 2023 to October 31, 2024
- Option period – November 1, 2024 to October 31, 2025

##### Answer #002

**The initial period is from date of award to October 31, 2024:**

1<sup>st</sup> year - from contract award to October 31, 2023

2<sup>nd</sup> year - from November 1, 2023 to October 31, 2024

and

**One (1) option Period of 1 year:**

From November 1 2024 to October 31, 2025

##### Question #003

On the pricing sheet you ask for a sub total in row D.

Because you have used a range of meals (i.e. 51-600) will we assume you will do the valuation in row D? We can't do a calculation based on the current format.

**Answer #003**

An amendment to the RFSO is made Annex "F" Pricing Schedule. **Please refer to section "B", Modifications to the Request for Proposals below.**

**Question #004**

Should all meals outside of "boxed" be assumed as buffet?

**Answer #004**

Yes, if it is not mentioned "boxed", it's a buffet.

**Question #005**

I have some clarification questions for this opportunity.

1. In relation to MTC1; given that the event industry worldwide has seen dramatic reduction in quantity over the COVID pandemic timeframe – would Canada consider extending the current 3 year timeline to 5 years to show the similar projects?
2. Delivery location is listed as National Capital region, please advise if this is just Ontario or may also include Quebec?

**Answer #005**

1. MTC1 criterion is actually in fact asking to provide three (3) projects in the last five (5) years from solicitation closing period date.
2. The delivery location services also includes Quebec.

**Part B: Amendment to the RFSO**

The amendment to the RFSO are as follows and indicated in **blue**:

**ANNEX “F”**
**PRICING SCHEDULE**

The Offeror must complete this pricing schedule and include it in its financial proposal. All deliverables include travel and living expenses and applicable taxes are extra.

**1.0 Firm Prices**

For all services described in the Statement of Work at Annex “A”, the Offeror will be paid as per the following firm all-inclusive price per meal below. Firm all-inclusive prices must include service charges and gratuities. The total amount payable is based on the total number of meals confirmed in writing five (5) days prior to start of the catering date.

**1.1 Initial period**

**Year 1 – Date of issuance to October 31, 2023**

		A	B	C	D (D= B x C)
ITEM #	Type of Meal	Quantity Range of meals	Price per meal (including service and gratuities charges) (CDN\$)	Weighting (%)	Sub-total (CDN\$)
1	Breakfast	0-50	\$	10 %	\$
2		51-100	\$	10 %	\$
3		101-200	\$	10 %	\$
4	Lunch Buffet	0-50	\$	20%	\$
5		51-600	\$	20%	\$
6		601-1200	\$	20%	\$
7	Boxed Lunch	0-50	\$	25%	\$
8		51-600	\$	25%	\$
9		601-1200	\$	25%	\$
10	Dinner	0-50	\$	20%	\$
11		51-600	\$	20%	\$
12		601-1200	\$	20%	\$
13	Boxed Dinner	0-50	\$	25%	\$
14		51-600	\$	25%	\$

15		601-1200	\$	25%	\$
	<b>**Total D for Evaluation Purposes</b> (includes service and gratuities charges, excludes applicable taxes)				\$

## 2.0 Price Adjustments

Beginning in Year 2 (November 1, 2023) and applying to the option year, prices will be adjusted annually by applying an economic indicator to the previous year's prices. The annual average of the percentage change in the Core Consumer Price Index (CPI), as published by the Bank of Canada, will be used to determine the prices for year 2, and any option years exercised. The data used to calculate the annual average percentage change can be found at the following Bank of Canada webpage:

[Consumer Price Index, 2000 to Present - Bank of Canada](#)

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL RFSO REMAIN UNCHANGED.**