



National Defence
National Defence Headquarters
Ottawa, Ontario
K1A 0K2

Défense nationale
Quartier général de la Défense nationale
Ottawa (Ontario)
K1A 0K2

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

Chelsea Fowler
DSPCOS 6-4-4
Chelsea.fowler@forces.gc.ca

Title/Titre Hotel Accommodations – Warsaw, Poland	Solicitation No – N° de l’invitation W8484-230372/A
Date of Solicitation – Date de l’invitation November 21, 2022	
Address Enquiries to – Adresser toutes questions à Chelsea Fowler DSPCOS 6-4-4 chelsea.fowler@forces.gc.ca	
Telephone No. – N° de téléphone	FAX No – N° de fax
Destination See herein	

Proposal To: National Defence Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods and services listed herein and on any attached sheets at the price(s) set out therefore.

Proposition à : Défense nationale Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens et services énumérés ici et sur toute feuille ci-annexée, au(x) prix indique(s).

Instructions:

Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

Instructions: Les taxes municipales ne s’appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d’accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

Solicitation Closes – L’invitation prend fin At – à : 09 :00 EST On - le : November 25, 2022	Delivery required - Livraison exigée	Delivery offered - Livraison proposée
	Vendor Name and Address - Raison sociale et adresse du fournisseur	
	Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)	
	Name/Nom _____	Title/Titre _____
Signature _____	Date _____	

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Client Ref. No. - N° de réf. du client
XXXXXX-XXXXXX

Amd. No. - N° de la modif.
001
File No. - N° du dossier
xxxxx.XXXXX-XXXXXX

Buyer ID - Id de l'acheteur
P3F
CCC No./N° CCC - FMS No./N° VME

Amendment 001 has been created to answer the following questions.

Question 1: When will the optional room be confirmed if needed for use?

Answer: Two weeks' notice will be given for the use of optional rooms.

Question 2: When will the option to extend the optional rooms until Sep 30, 2023, be confirmed?

Answer: We will confirm 30 days before the contract is set to expire.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

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ANNEX B – BASIS OF PAYMENT

The Contractor must provide commercial accommodations from 18 November 2022 to 31 May 2023, with the option to extend to 31 October 2023 in accordance with Annex A, Statement of Work.

The Government of Poland has granted the Canadian Armed Forces exemption from paying VAT. Exemption certificates will be provided after Contract award.

Basis of payment will be firm fixed rate for the duration of the contract. Applicable taxes are extra. All prices must be in Euros.

ACCOMMODATIONS

Name of Hotel: _____

Initial Period

Date Check-in and Check-out	Number of Nights (A)	Single Room		Total cost for Single Rooms (A*B*C)
		Nightl y Price (B)	Number of Apartments (C)	
18 November 2022 to 31 May 2023	194		47	

Date Check-in and Check-out	Numbe r of Nights (A)	Apartment/Suite Style		Total cost for Apartment/Suite (A*B*C)
		Nightly Price (B)	Number of Apartments (C)	
18 November 2022 to 31 May 2023	194		1	

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Date Check-in and Check-out	Number of Nights (A)	Boardroom		Total cost for Boardroom (A*B*C)
		Nightl y Price (B)	Number of Apartments (C)	
18 November 2022 to 31 May 2023	194		1	

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Option Period

Date Check-in and Check-out	Number of Nights (A)	Single Room		Total cost for Single Rooms (A*B*C)
		Nightl y Price (B)	Number of Apartments (C)	
June 1 2023- October 31 2023	152		47	

Date Check-in and Check-out	Number of Nights (A)	Apartment/Suite Style		Total cost for Apartment/Suite (A*B*C)
		Nightl y Price (B)	Number of Apartments (C)	
June 1 2023- October 31 2023	152		1	

Date Check-in and Check-out	Number of Nights (A)	Boardroom		Total cost for Boardroom (A*B*C)
		Nightl y Price (B)	Number of Apartments (C)	
June 1 2023- October 31 2023	152		1	

Total Cost Accommodations: _____

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Laundry Services

Initial Period

	Number of weeks of Laundry pickup (A)	Laundry		Total cost for Laundry A*B*C
		Price per bag (B)	Number of bags per week (Max 2 7kg bag each week per person) (C)	
18 November 2022 to 31 May 2023	28		94	

Option Period

	Number of weeks of Laundry pickup (A)	Laundry		Total cost for Laundry A*B*C
		Price per bag (B)	Number of bags per week (Max 2 7kg bag each week per person) (C)	
1 June 2023 to 31 October 2023	21		94	

Total Cost Laundry: _____

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Food Services

Initial Period

18 November 2022 to 31 May 2023	Number of days (A)	Meals		Total cost for Food Services (A*B*C)
		Per meal price (B)	Number of People (C)	
Hot Breakfast	195		47	
Boxed Lunch	194		47	
Hot Supper	194		47	

Option Period

June 1 2023- October 31 2023	Number of days (A)	Meals		Total cost for Food Services (A*B*C)
		Per meal price (B)	Number of People (C)	
Hot Breakfast	153		47	
Boxed Lunch	152		47	
Hot Supper	152		47	

Total Cost Food Services: _____