



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](mailto:Chelsea.fowler@forces.gc.ca)

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

<b>Solicitation Closes – L’invitation prend fin</b>  At – à : 09 :00 EST  On - le : November 29, 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 _____	

Solicitation No. - N° de l'invitation  
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Client Ref. No. - N° de réf. du client  
XXXXX-XXXXXX

Amd. No. - N° de la modif.  
002  
File No. - N° du dossier  
xxxxx.XXXXX-XXXXXX

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

Amendment 002 has been created to answer the following questions, extend the closing date to November 29, 2022 at 09:00 EST, and to remove the updated Annex B from Amendment 001. Please use the updated Annex B, attached.

The start date for the contract is now December 5, 2022.

**Question 1:** What type or size of vehicle will be parking in the provided spaces?

Answer: The vehicles will be standard sized, up to a ½ ton pick-up.

**Question 2:** Is there a minimum star or hotel rating that is required?

Answer: A minimum hotel rating of 4 stars is required.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

**ANNEX B - BASIS OF PAYMENT**

The Contractor must provide commercial accommodations from 5 December 2022 to 31 March 2023, with the option to extend to 30 September 2023 in accordance with Annex A, Statement of Work.

Basis of payment will be firm fixed rate for the duration of the contract. Applicable taxes are extra.

**ACCOMMODATIONS**

Name of Hotel: \_\_\_\_\_

**Initial Period**

Date Check-in and Check-out	# of Night s (A)	Single Room		Total cost for Single Rooms (A*B*C)
		Nightly Price (B)	# Apartments (C)	
5 December 2022 – 31 March 2023	116		5	

Date Check-in and Check-out	# of Night s (A)	Apartment/Suite Style		Apartment/Suite Style (A*B*C)
		Nightly Price (B)	# Apartments (C)	
5 December 2022 – 31 March 2023	116		1	

**Option Period**

Date Check-in and Check-out	# of Night s (A)	Single Room		Total cost for Single Rooms (A*B*C)
		Nightly Price (B)	# Apartments (C)	
31 March 2023 – 30 September 2023	184		5	

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Date Check-in and Check-out	# of Night s (A)	Apartment/Suite Style		Apartment/Suite Style (A*B*C)
		Nightly Price (B)	# Apartments (C)	
31 March 2023 – 30 September 2023	184		1	

### Optional Rooms

Date Check-in and Check-out	# of Night s (A)	Single Room		Total cost for Single Rooms (A*B*C)
		Nightly Price (B)	# Apartments (C)	
5 December 2022 – 30 September 2023	299		20	

Date Check-in and Check-out	# of Night s (A)	Apartment/Suite Style		Apartment/Suite Style (A*B*C)
		Nightly Price (B)	# Apartments (C)	
5 December 2022 – 30 September 2023	299		2	

TOTAL COST ACCOMMODATIONS: \_\_\_\_\_

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## Laundry Services

### Initial Period

	# of days of Laundry pickup (A)	Laundry		Total cost for Laundry (A*B*C)
		Price per bag (B)	# people (Max 1 5kg bag each pickup) (C)	
5 December 2022 – 31 March 2023	34		5	

### Option Period

	# of days of Laundry pickup (A)	Laundry		Total cost for Laundry (A*B*C)
		Price per bag (B)	# people (Max 1 5kg bag each pickup) (C)	
1 April 2023 – 30 September 2023	52		5	

### Optional Personnel

	# of days of Laundry pickup (A)	Laundry		Total cost for Laundry (A*B*C)
		Price per bag (B)	# people (Max 1 5kg bag each pickup) (C)	
5 December 2022 – 30 September 2023	86		20	

TOTAL COST LAUNDRY: \_\_\_\_\_

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**Food Services**

**Initial Period**

5 December 2022 – 31 March 2023	# of days (A)	Meals		Total cost for Food Services (A*B*C)
		Per meal price (B)	# People (C)	
Breakfast	117		5	

**Option Period**

1 April 2023 – 30 September 2023	# of days (A)	Meals		Total cost for Food Services (A*B*C)
		Per meal price (B)	# People (C)	
Breakfast	183		5	

**Optional Personnel**

5 December 2022 – 30 September 2023	# of days (A)	Meals		Total cost for Food Services (A*B*C)
		Per meal price (B)	# People (C)	
Breakfast	300		20	

TOTAL COST FOOD SERVICES: \_\_\_\_\_

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## Parking Services

### Initial Period

5 December 2022 – 31 March 2023	# of days (A)	Parking		Total cost for Parking Services (A*B*C)
		Per parking space (B)	# Parking Spaces (C)	
Parking	117		2	

### Option Period

1 April 2023 – 30 September 2023	# of days (A)	Parking		Total cost for Parking Services (A*B*C)
		Per parking space (B)	# Parking Spaces (C)	
Parking	183		2	

### Optional Parking

5 December 2022 – 30 September 2023	# of days (A)	Parking		Total cost for Parking Services (A*B*C)
		Per parking space (B)	# Parking Spaces (C)	
Parking	300		5	

TOTAL COST PARKING SERVICES: \_\_\_\_\_