Public Works and Government Services Canada / Travaux publics et Services gouvernementaux Canada

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

PWGSC/TPSGC Acquisitions Bid Receiving Box/Boite de Réception des Soumissions
Bid Receiving Box/Boite de Récepti
1st Floor/1ière étage, Suite 1212
100-1045 Main Street
Moncton
New Brunswick
E1C 1H1
Bid Fax: (506) 851-6759

Request For a Standing Offer
Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Acquisitions NB/PEI (Moncton Office) – Bureau d'acquisitions N.-B./Î.-P.-É. (Moncton)
1045 Main Street / 1045, rue Main
Moncton
New Bruns
E1C 1H1

Title - Sujet RISO Kitchen & Cleaning Supplies
RISO Kitchen Accessories, Cleaning Products & Cleaning Chemicals

Solicitation No. - N° de l'invitation W0105-22F007/A	**Date** 2021-11-23
Client Reference No. - N° de référence du client W0105-22F007	**GETS Ref. No. - N° de réf. de SEAG** PW-$MCT-033-6081
File No. - N° de dossier MCT-1-44099 (033)	**CCC No./N° CCC - FMS No./N° VME**

Solicitation Closes - L'invitation prend fin

at - à 02:00 PM — Atlantic Standard Time AST
on - le 2021-12-14 — Heure Normale de l'Atlantique HNA

Delivery Required - Livraison exigée
See Herein – Voir ci-inclus

Address Enquiries to: - Adresser toutes questions à: Young (MCT), Leesa	**Buyer Id - Id de l'acheteur** mct033
Telephone No. - N° de téléphone (506)871-1716 ( )	**FAX No. - N° de FAX** (506)851-6759

Destination - of Goods, Services, and Construction:
Destination - des biens, services et construction:
DEPARTMENT OF NATIONAL DEFENCE
5 CDSG Food Services
5 CDSB Gagetown PO Box 17000
OROMOCTO
New Brunswick
E2V4J5
Canada

Security - Sécurité
This request for a Standing Offer does not include provisions for security.
Cette Demande d´offre à commandes 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**

Canada

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<u>The Annexes include:</u>

Annex A – Requirement
Annex B – Basis of Payment – List of Products **(Annexes B.1 and B.2)**
Annex C – Electronic payment Instruments
Annex D - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;
Annex E - Complete COVID-19 Vaccination Requirement Certification

PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3 Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer 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 offer, and the basis of selection;

Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;

Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include:

Annex A – Requirement
Annex B – Basis of Payment – List of Products **(Annexes B.1 and B.2)**
Annex C – Electronic payment Instruments
Annex D - Complete List of Each Individual who are currently Directors and/or Owners of the Offeror;

1.2 Summary

1.2.1 **Request for Regional Individual Standing Offer (RISO) for the supply and delivery of** Kitchen Accessories, Cleaning Supplies, Cleaning Chemicals with Dispensing Machines and Related Equipment including maintenance & repair services **to the Kitchen of Department of National Defence, Food Services at the 5th Canadian Division Support Base Gagetown located in Oromocto New Brunswick on an as and when requested basis for the period from**
April 1st 2022 **to** March 31st 2023 with the option to renew for one additional one year period.

1.2.2 This *The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).*

1.2.3 This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

1.2.4 This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification as part of the offer will render the offer non-responsive.

1.3 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

1.4 Anticipated migration to 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 Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's press release provides additional information.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The **2006** (**2020/05/28**) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of **2006**, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.1.1 *SACC Manual* Clauses

SACC Reference	Section	Date
C9000T	Pricing	2010/08/16
M0019T	Firm Price and/or Rates	2007/05/25

2.2 Submission of Offers

Offers 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 RFSO:

PWGSC Acquisitions, Bid Receiving Box
1st Floor, Suite 1212
100-1045 Main Street
Moncton, NB E1C 1H1

Facsimile number: (506) 851-6759

Email: TPSGC.RAReceptionSoumisNBPE-ARBidReceivingNBPE.PWGSC@tpsgc-pwgsc.gc.ca

Note: Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instruction 2006, or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect."

2.3 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 **Building/Kitchen H33 on Oak Street at 5 CDSB Gagetown** in Oromocto, New Brunswick on **Wednesday December 8nd, 2021**. The site visit will begin at **10h00 ADST**, in the Main Dining Room.

Bidders should communicate with the Contracting Authority no later than **12:00pm (noon) December 7st, 2021** to confirm attendance and provide the name(s) of the person(s) who will attend. Due to Covid19 restrictions we may have to limit the number of attendees for each supplier.

Bidders who do not confirm attendance, provide the name(s) of the person(s) who will attend, or who do not complete and submit the below certification (also found in Annex E) as required will not be allowed access to the site. 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.

This site visit is subject to the COVID-19 Vaccination Policy for Supplier Personnel. The person(s) who attend must be fully vaccinated against COVID-19 with a Health Canada-approved COVID-19 vaccine(s), or, for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the Canadian Human Rights Act, subject to accommodation and mitigation measures that have been presented to and approved by Canada.

Bidders must also complete and submit the following certification (also found in Annex E):

I, ______________________________________ (first and last name), as the representative of ______________________________________ (name of business) pursuant to ______________________________________(insert solicitation number), warrant and certify that all personnel that will attend this site visit on this business' behalf are:

(a) fully vaccinated against COVID-19 with Health Canada-approved COVID-19 vaccine(s); or

(b) for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the Canadian Human Rights Act, subject to accommodation and mitigation measures that have been presented to and approved by Canada.

I certify that all personnel that will attend on behalf of (name of business) have been notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel, and that the (name of business) has certified to their compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true for the duration of the site visit. I understand that the certifications provided to Canada are subject to verification at all times. Canada reserves the right to request additional information to verify the certifications at all times. I also understand that Canada will declare a bid non-responsive or a contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly.

Signature: ______________________________________

Date: ______________________________________

Information you provide on this Certification Form and in accordance with the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in accordance with the Privacy Act. Please note that you have a right to access and correct any information on your file, and you have a right to file a complaint with the Office of the Privacy Commissioner regarding the handling of your personal information. These rights also apply to all individuals who are deemed to be personnel for the purpose for the Contract and who require access to federal government workplaces where they may come into contact with public servants.

(Derived from - Provenant de: A9040T, 2015/07/03)

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in **New Brunswick**.

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

2.5 Bid Challenge and Recourse Mechanisms

(a) Several mechanisms are available to potential offerors to challenge aspects of the procurement process up to and including contract award.

(b) Canada encourages offerors to first bring their concerns to the attention of the Contracting Authority. Canada's Buy and Sell website, under the heading "Bid Challenge and Recourse Mechanisms" contains information on potential complaint bodies such as:

- Office of the Procurement Ombudsman (OPO)
- Canadian International Trade Tribunal (CITT)

(c) Offerors should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Offerors should therefore act quickly when they want to challenge any aspect of the procurement process.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The offer must be gathered per section and separated as follows:

  Section 1: Technical Offer
  Section II: Financial Offer
  Section III: Certifications

- If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

  Section I: Technical Offer (one hard copy)
  Section II: Financial Offer (one hard copy)
  Section III: Certifications (one hard copy)

  If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Offeror is simultaneously providing copies of its offer 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.

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

(a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
(b) use a numbering system that corresponds to the RFSO.

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 (https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573). To assist Canada in reaching its objectives, Offerors 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, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with **Annexes B.1** *and/or* **B.2, Basis of Payment.**

3.1.1 Electronic Payment of Invoices - Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “C” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “C” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013/11/06), Exchange Rate Fluctuation

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

(a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.

(b) An evaluation team composed of representatives of Canada will evaluate the offers.

Prices – Items

Offeror **must submit firm prices for all items listed at Annex B.1** *and/or* **B.2.**

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annexes A, B.1 and/or B.2.

4.1.2 Financial Evaluation

4.1.2.1 *SACC Manual* Clause M0220T (2016/01/28), Evaluation of Price – Offer

4.2 Basis of Selection

4.2.1 Basis of Selection - Multiple Items

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the **lowest evaluated price on an aggregate basis including both year pricing for Annexes B.1** *and/or* **B.2** will be recommended for issuance of a standing offer.

(Derived from - Provenant de: M0032T, 2014/11/27)

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

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

5.1.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the Ineligibility and Suspension Policy (http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the Employment and Social Development Canada-Labour's website (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the “FCP Limited Eligibility to Bid” list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

5.1.3 COVID-19 vaccination requirement certification – Standing Offers

In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all offerors must provide with their offer, the COVID-19 Vaccination Requirement Certification attached to this RFSO, to be given further consideration in this procurement process. This Certification is incorporated into, and forms a binding part of any resulting Contract.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

6.1.1 The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

6.2 Security Requirements

6.2.1 There is no security requirement applicable to the Standing Offer.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer 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) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2005 **(2017/06/21)** General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3.2 Supplemental General Conditions

4013 Compliance with on-site measures, standing orders, policies and rules

The Contractor must comply and ensure that its employees and subcontractors comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

6.3.2 Standing Offers Reporting

Periodic Usage Reports - Standing Offer

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

The Offeror must provide this data in accordance with 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 Offeror must still provide a "NIL" report.

The data must be submitted on a « monthly basis » to the Standing Offer Authority.

The data must be submitted to the Standing Offer Authority no later than 30 days after the end of the reporting period.

(Derived from - Provenant de: M7010C, 2017/06/21)

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from **April 1st, 2022** to **March 31st 2023** inclusive.

6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional one year period, from **April 1st 2023 to March 31st 2024** under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 14 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

(Derived from - Provenant de: M9014C, 2008/05/12)

6.4.2 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex “A” of the Standing Offer.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: **Leesa Young**
Title: Supply Officer
Public Services and Procurement Canada
Acquisitions Branch
Address: 1045 Main Street, 4th Floor
Moncton, New Brunswick
E1C 1H1

Telephone: **(506) 871-1716** Facsimile: (506) 851-6759
E-mail: **leesa.young@pwgsc-tpsgc.gc.ca**

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

6.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

6.5.3 Offeror's Representative *(Offeror please complete and submit with the bid offer)*

Placing Orders:

Name: ____________________________

Telephone No. ________________________

Facsimile No. __________________________

E-mail address: ____________________________

Delivery follow-up:

Name: ____________________________

Telephone No. ________________________

Facsimile No. __________________________

E-mail address: ____________________________

General Enquiries:

Name: ____________________________

Telephone No. ________________________

Facsimile No. __________________________

E-mail address: ____________________________

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

Department of National Defence
5th Canadian Division Support Base Gagetown
Building/Kitchen H33 Oak Street
PO Box 17000, Station Forces
Oromocto New Brunswick E2V 4J5

And

Canadian Forces School of Military Engineering (including additional schools listed in Annex A)
Building J10, (Door 11 for deliveries)
894 Champlain Avenue
PO Box 17000 Stn Forces
Oromocto NB
E2V 4J5

6.7 Call-up Procedures

As indicated in Annex A.

6.8 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 1 and 2 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.

2. Any of the following forms could be used which are available through PWGSC Forms Catalogue website:
   - PWGSC-TPSGC 942 Call-up Against a Standing Offer
   - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
   - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
   - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
   - standing offer number;
   - statement that incorporates the terms and conditions of the Standing Offer;
   - description and unit price for each line item;
   - total value of the call-up;
   - point of delivery;
   - confirmation that funds are available under section 32 of the Financial Administration Act;
   - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **$100,000.0**0 (Applicable Taxes included).

6.10 Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **$775,000.00** (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 2 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

(Derived from - Provenant de: M4506C, 2013/04/25)

6.11 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 call up against the Standing Offer, including any annexes;
b) the articles of the Standing Offer;
c) the general conditions 2005 (2017/06/21), General Conditions - Standing Offers - Goods or Services
d) the general conditions 2010A (2020/05/28), General Conditions - Goods (Medium Complexity);
e) Annex A, Requirement;
f) Annex B, Basis of Payment – List of Products; **(Annexes B.1 and B.2)**
h) the Offeror's offer dated _________

6.12 Certifications and Additional Information

6.12.1 Compliance

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

6.12.2 COVID-19 vaccination requirement certification compliance – Standing Offers

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the COVID-19 Vaccination Requirement Certification is or becomes untrue or if the Offeror fails to comply with such Certification during the period of any resulting Contract (call-up).
Canada will also have the right to terminate any resulting Call-up for default if the COVID-19 Vaccination Requirement Certification is or becomes untrue or if the Contractor fails to comply with such Certification during the period of the Contract (call-up).

6.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in **New Brunswick.**

6.14 Transition to an e-Procurement Solution (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

6.1 Requirement

The Contractor must provide the items detailed in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

2010A (2020/05/28), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 Interest on Overdue Accounts, of 2010A (2020/05/28), General Conditions - Goods (Medium Complexity will not apply to payments made by credit cards.

6.2.2 *SACC Manual* Clauses

6.2.2.1 Delivery and Unloading

1. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel

2. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

(Derived from - Provenant de: D0018C, 30/11/07)

6.3 Term of Contract

6.3.1 Delivery Date

Delivery must be completed in accordance with the call-up against the Standing Offer.

6.4 Payment

6.4.1 Basis of Payment

Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in **Annex B.1 and/or B.2.** Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

(Derived from - Provenant de: C0207C, 2013/04/25)

6.4.2 Method of Payment

SACC Reference	Section	Date
H1000C	Single Payment	2008/05/12

6.4.3 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):
(To be identified in Annex "C")

a. Visa Acquisition Card;
b. MasterCard Acquisition Card;
c. Direct Deposit (Domestic and International);
d. Electronic Data Interchange (EDI);
e. Wire Transfer (International Only);
f. Large Value Transfer System (LVTS) (Over $25M)

6.5 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

   one (1) copy must be forwarded to the consignee.

(Derived from - Provenant de: H5001C, 2008/12/12)

6.6 *SACC Manual* Clauses

SACC Reference	Section	Date
A9062C	Canadian Forces Site Regulations	2011/05/16
B7500C	Excess Goods	2006/06/16
G1005C	Insurance – No Specific Requirement	2016/01/28

6.7 Dispute Resolution

(a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.

(b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.

(c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.

(d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "Dispute Resolution".

6.8 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

(a) Delivered Duty Paid (DDP) to **Department of National Defence to Kitchen H33 at the 5th Canadian Division Support Base Gagetown, Oromocto, New Brunswick E2V 4J5** Incoterms 2000 for shipments from a commercial contractor.

(Derived from - Provenant de: D4001C, 2008/12/12)

ANNEX "C" to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

The Offeror accepts to be paid by 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);

( ) Large Value Transfer System (LVTS) (Over $25M)

ANNEX "D"

COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS AND/OR OWNERS OF THE OFFEROR

Complete Legal Name of Supplier: ______________________________

Supplier Address: ______________________________

____

____

____

Supplier Procurement Business Number (PBN): ______________________

NOTE TO BIDDERS: WRITE DIRECTORS' AND/OR OWNERS' SURNAMES AND GIVEN NAMES

NAME	JOB TITLE / POSITION

Include additional names on a separate sheet if required.

ANNEX "E" COMPLETE COVID-19 Vaccination Requirement Certification

I, ______________________________ *(first and last name)*, as the representative of ______________________________ *(name of business)* pursuant to ______________________________*(insert solicitation number)*, warrant and certify that all personnel that ______________________________*(name of business)* will provide on call-up(s) issued against the Standing Offer resulting from this Request for Standing Offers who access federal government workplaces where they may come into contact with public servants will be:

(a) fully vaccinated against COVID-19 with Health Canada-approved COVID-19 vaccine(s); or

(b) for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the *Canadian Human Rights Act*, subject to accommodation and mitigation measures that have been presented to and approved by Canada;

until such time that Canada indicates that the vaccination requirements of the COVID-19 Vaccination Policy for Supplier Personnel are no longer in effect.

I certify that all personnel provided by ______________*(name of business)* have been notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel, and that the ____________*(name of business)* has certified to their compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true for the duration of the Standing Offer and any resulting call-ups (contracts). I understand that the certifications provided to Canada are subject to verification at all times. I also understand that Canada will declare an Offeror or contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly, during the period of the Standing Offer or call-up (contract). Canada reserves the right to ask for additional information to verify the certifications. Failure to comply with any request or requirement imposed by Canada will constitute a default under the Standing Offer and call-up (contract).

Signature: ______________________________

Date: ______________________________

Optional

For data purposes only, initial below if your business already has its own mandatory vaccination policy or requirements for employees in place. Initialing below **is not** a substitute for completing the mandatory certification above.

Initials: ______________________

Information you provide on this Certification Form and in accordance with the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in accordance with the Privacy Act. Please note that you have a right to access and correct any information on your file, and you have a right to file a complaint with the Office of the Privacy Commissioner regarding the handling of your personal information. These rights also apply to all individuals who are deemed to be personnel for the purpose for any resulting Contract and who require access to federal government workplaces where they may come into contact with public servants.

Kitchen and Cleaning Supplies

“REQUIREMENT”

5th Canadian Division Support Base Gagetown

For the period from

April 1st 2022 to March 31st 2023

with option to renew for an additional one year period

REQUIREMENT

Standing Offer to supply and deliver ***Kitchen Accessories, Cleaning Supplies and Cleaning Chemicals which includes the provision of all Dispensing Units & Related Equipment including Batteries***, to **Kitchen H33** and the Kitchen at Camp Petersville *only on an "as and when (if) required" basis* and also including the following schools all located at 5 CDSB Gagetown

Canadian Forces School of Military Engineering
The Royal Regiment of Canadian Artillery School
Infantry School
Tactics School
Royal Canadian Armoured Corps School

Suppliers **MUST** ensure **100 % compliance with all items listed** in the attached **«List of Products»** at **Annexes B.1** ***and/or*** **B.2.** Any deviations from the Product List such as Brand, Product Type, Packaging, Item's Dimensions etc... **MUST be approved** by the Standing Offer Authority at Public Services and Procurement Canada (PSPC), **in writing, PRIOR to bid closing**.

SCOPE OF SERVICES

All Dispensing Units and related equipment, including batteries, MUST be provided, installed, maintained, repaired or replaced by the supplier, during the entire period of the standing offer, at no cost to DND at 5 CDSB Gagetown. All Dispensing Units must be approved by DND prior to installation.

This standing offer for all kitchen & cleaning supplies and cleaning chemicals and the provision of all dispensing units encompasses the following commodities:

Paper Products
Kitchen Supplies
Cleaning Supplies
Cleaning Chemicals
Distributors & related equipment including batteries
Other related products

The Offeror shall during the period of the standing offer, perform and complete with care, skill, diligence, and efficiency the work described in this standing offer.

NOTE: The period of the proposed standing offer could overlap that of the existing contract for (2) weeks. This overlap will permit the removal of existing dispensers and related equipment, and installation of new equipment in the event that the standing offer is not awarded to the incumbent supplier. This period should also be used to replace, substitute or add equipment if required or requested by DND.

MAINTENANCE SERVICE:

The supplier MUST perform monthly maintenance service to all dispensing units and related equipment including refilling of dispensers if required. The supplier will be responsible for all repairs, service and replacements to the dispensing units and related equipment with the cost resting solely on the supplier. The supplier must supply and replace all batteries for all battery operated dispensing units and/or related equipment at no cost to DND.

This maintenance service **MUST be done** on the **first Tuesday of each month** to the DND buildings as listed below:

Building/Kitchen H33
Building/Kitchen in Camp Petersville *on an as and when (if) requested basis only by DND*

Emergency Maintenance Service must be provided *within twenty four (24) hours* of a service requirement being placed at no cost to DND.

Offeror please provide the contact person's information to place emergency service calls with:

Name: ______________________________

Cell Phone &/or Pager: _____________________

Email: _______________________________

Facsimile (*optional*): ___________________________

PRICING

All shipping charges must be included in the quoted prices. If the consignee requests an item, which is not, specified herein, your price is to be in accordance with the lowest prices charged to your most favored customer for like quality and quantity of product on the date of delivery. You hereby certify that the prices charged under this method of supply will be computed in accordance with the same accounting principles applicable to the prices shown herein.

CALL-UP PROCEDURES

All orders may be placed in writing or by telephone. Supplier MUST be able to receive all orders by Telephone, Email and Facsimile.

ORDER CONFIRMATION OF AVAILABILITY

Potential shortfalls in providing the specified products shall be immediately brought to the attention of the designated Food Services representative ***at time of ordering or within 2 hours maximum***, who in turn is the only approving authority for substitutions.

Items that are not available are NOT to be back ordered.

Items are NOT to be short shipped when the entire quantity ordered is not available. All items ordered MUST be processed on a FILL or KILL BASIS.

The Food Services Officer, or his representative, is the only approving authority for substitutions, if acceptable.

REJECTS AND SHORTFALLS

The supplier agrees, upon notification of rejects or shortage of products, to replace any and all shorted item within **24 hours,** ***(delivery costs occurred to replace all rejected items or shortfalls rest fully at the supplier's expense).***

DISCREPANCIES AND SUBSTITUTIONS

A temporary product substitution will not be accepted without the approval of the requesting Food Services representative.

It is a condition that no product or price be changed after award of the standing offer ***UNLESS*** the change <u>derives from the manufacturer</u> ***or*** if the <u>product offered at bid closing is discontinued by the manufacturer</u>. The supplier must therefore notify the Standing Offer Authority at Public Services and Procurement Canada (PSPC) and DND's Food Services Representative for Kitchen H33 of the change. The successful bidder must provide confirmation from the manufacturer of a product discontinued. Changes will only take effect when the Standing Offer Authority has accepted the change, with the Food Services Representative's approval.

DELIVERIES

Deliveries must be made direct to a specified location, and **MUST be between the hours of 07h30 and 11h30 only,** Mondays, Tuesdays, Wednesdays, Thursdays and Fridays, **a minimum of one to two deliveries weekly.** The supplier shall bear all risks of loss or damage to the goods until such time as they have been placed at the disposal of requesting unit.

This standing offer *may also be used*, "on an as and when requested basis" when Personnel from Canadian Forces <u>Field Units</u> and <u>Foreign Army Visiting Units</u> are at 5 CDSB Gagetown for field exercises. Their goods must be delivered to Camp Petersville located on Base at approximately 35 kg from Kitchen H33. Any units using this standing offer, their orders *will not coincide* with orders for Kitchen H33 nor will personnel from Kitchen H33 be placing their orders.

DELIVERY SERVICE LEVELS

All orders will be placed a **minimum of three business days prior to the expected day of delivery**, by phone, fax or Email.

A window time of 48 Hours before delivery is required to make ***MINOR*** amendments to the original order.

Deliveries MUST be provided as requested

Deliveries are to be made direct to a specified location as advised.

All products must be delivered in its original box or case.

Any damaged, stressed, opened, or repackaged products will not be accepted and will be returned to the supplier at the supplier's expense.

If products must be returned due to non-compliance, COST to return these products will be the responsibility of the supplier.

The supplier shall bear all risks of loss or damage to the goods until such time as they have been delivered to the requesting unit.

If the supplier, which is awarded the standing offer, chooses to contract out the Transportation Part of the standing offer, the supplier will be responsible for the Performance of that contractor.

REQUIREMENTS PERTAINING TO INVOICING

A bill of lading and a computerized purchase invoice **one (1) copy *(an original)*** must be provided to the consignee at the time of each delivery, ***"Hand written invoices will not accepted"***

The consignee's delivery representative will verify with the supplier's representative that all items shipped have been received using the bill of lading provided by the supplier.

The supplier must only charge for the items delivered and accepted. The supplier is to ensure that a request for credit receipt is issued at the time of delivery for all items that are not accepted by consignee's representative at time of delivery. The supplier agrees to provide the consignee with a detailed credit receipt within (7) working days from delivery for all items that the consignee and supplier agree that was shorted or damaged prior to delivery. Invoices will not be forwarded for payment until the supplier provides the Consignee with approved credit receipt. The supplier must ensure that all Invoices reflect correct pricing effective at the time of ordering. All invoices will be calculated in Canadian dollars.

Invoices must contain the following information:

Attn: ***Name of Requesting Kitchen***
Kitchens Complete Mailing Address
Invoice control number
Delivery Date

INVOICE PAYMENT

The consignee will forward invoices to the requesting Comptroller for payment within 30 days of the cleaning supply delivery and receipt of all credit receipts. If payment is not received within a forty-five day period the supplier shall communicate this information as soon as possible to the receiving Units Comptroller.

TYPE OF TRANSPORT

The vehicles utilized for the transportation of the products must be considered as an extension of the company premises. As such, it is important that the environment it presents does not put at risk the integrity of any other products contained therein. The vehicle must act as the interim storage facility from the company to the point of destination.

The construction, maintenance, and sanitation standards in addition to the handling practices must equate as closely, as is reasonably possible, to the standards required of a well-operated Canadian commercial retailer.

QUALITY ASSURANCE

All chemical products must be of recent production. The shelf life or production date must be clearly indicated on a conspicuous location and any conditions affecting the product shelf life must be clearly stated at the time of ordering.

Final inspection and acceptance of the products will rest solely with the consignee at the point of delivery. All products supplied shall be free of signs of deterioration, spoilage, filth, or damage by rodents or insects. The consignee will have the right to reject products at the time of delivery and the supplier will remove unacceptable products immediately.

DND representatives may perform quality assurance inspections at the supplier facilities as required.

Vendor’s Performance

The vendor's performance will be monitored by the Food Services Representative or his designated representative.

«Performance Factors» will include, but NOT limited to:

a. Ability to PROVIDE items and quantities ordered;

b. Ability to immediately COMMUNICATE unavailability of products ordered at time of ordering (or within 2 hours maximum);

c. Ability to provide products as per sizes requested at quoted prices;

d. Ability to deliver within required time frame AND the necessary location required at the site;

e. Ability to provide required quality service and products at all time;

If at any time the performance is NOT satisfactory, documentation will be forwarded to Public Services and Procurement Canada (PSPC).

Failure to provide the level of quality of goods and services as defined herein OR non-compliance with Annexes B.1 and/or B.2 - the «Lists of Products» more than twelve (12) times over the period of the standing offer will result in the following:

1. Initial notice of failure to provide the level of service required, quality products or correct product size etc....

2. Additional incidents will result in a written notification requesting corrective action; and

3. For a thirteenth incident, the vendor will be advised that their standing offer has been set-aside and no further call-ups will be processed.

DND 5th Canadian Division Support Base Gagetown

Base de soutien de la 5e Division du Canada Gagetown

Solicitation No / No de soumission: W0105-22F007/A - Annex B.1 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 01 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
1	107A001	10	**case**	Hair Nets, Invisible, assorted colors Brown, Tan (taupe/beige) No Substitute	**10 x 144** 144 per box 10 boxes per case = **1440 per case**							per	
2	107A018	20	case	Beard Nets with Mesh, Polypropylene or Nylon, No Substitute	10 x 100's							per	
3	107A002	30	case	Plastic Aprons, must be minimum **2 mil** and minimum **28" x 46"** or greater No Substitute	5 x 100's							per	
4	107A003	15	case	Mesh Cap **Blue Strip** by **Lapaco Brand** only No Substitute	5 x 100's							per	
5	107A004	30	pair	Rubber Gloves (Regular Dish), Size **Small** No Substitute (no cuffs to elbows required)	each pair							per	
6	107A005	50	pair	Rubber Gloves (Regular Dish), Size **Medium** No Substitute (no cuffs to elbows required)	each pair							per	
7	107A010	50	pair	Rubber Gloves (Regular Dish), Size **Large** No Substitute (no cuffs to elbows required)	each pair							per	

DND 5th Canadian Division Support Base Gagetown

Base de soutien de la 5e Division du Canada Gagetown

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8	107A006	30	pair	Rubber Gloves (Regular Dish), Size **X-Large** No Substitute (no cuffs to elbows required)	each pair							per	
9	107A007	17	case	Nytril Powder Free Gloves, Blue, must be a minimum of **5 ml** - **6 mil** thick and 9.5" in length, Size **Small** No Substitute	10 x 100's							per	
10	107A008	79	case	Nytril Powder Free Gloves, Blue, must be a minimum of **5 ml - 6 mil** thick and 9.5" in length, Size **Medium** No Substitute	10 x 100's							per	
11	107A009	85	case	Nytril Powder Free Gloves, Blue must be a minimum of **5 mil** - **6 mil** thick and 9.5" in length, Size **Large** No Substitute	10 x 100's							per	
12	107A011	29	case	Nytril Powder Free Gloves, Blue, must be a minimum of **5 mil** - **6 mil** thick and 9.5" in length, Size **X-Large** No Substitute	10 x 100's							per	
13	108A001	15	case	Clear Smartlock Caterware **16"** Dome Trays Complete with Lids. **Smartlock Brand from Pactiv** No Substitute	25 per case							per	

Solicitation No / No de soumission: W0105-22F007/A - Annex B.1 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 01 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
14	108A002	15	case	Clear Smartlock Caterware **18"** Dome Trays Complete with Lids. **Smartlock Brand from Pactiv** No Substitute	25 per case							per	
15	TBD	15	case	Compostable Catering Trays **16",** Dome Trays Complete with Lids. Must be environmentally friendly, made from Sugar Cane or Biodegradeable materials, No Substitute	25 per case							per	
16	TBD	15	case	Compostable Catering Tray **18",** Dome Trays Complete with Lids. Must be environmentally friendly, made from Sugar Cane or Biodegradeable materials, No Substitute	25 per case							per	
17	108A003	100	case	Resinite Refill **11" to 12"** Refill Rolls Only No Substitute	3 x 2000 feet roll							per	
18	108A004	80	case	Resinite Refill **17" to 18"** Refill Rolls Only No Substitute	3 x 2000 feet roll							per	
19	108A005	12	roll	Stretch Wrap (Pallet Wrap) **80 gauge** No Substitute	1 x 1500 feet roll							per	

DND 5th Canadian Division Support Base Gagetown

Base de soutien de la 5e Division du Canada Gagetown

Solicitation No / No de soumission: W0105-22F007/A - Annex B.1 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 01 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
20	108A006	50	each with box	Tin Foil, with Tear Box, **12**" /30cm must be **Morfoils Brand** by **Reynolds** No Substitute	1 x 200 M							per	
21	108A007	80	each with box	Tin Foil, with Tear Box,18" /45cm **must be Morfoils Brand** by **Reynolds** No Substitute	1 x 100 M							per	
22	108A009	10	roll	Meat Twine 1 lb roll maximum No Substitute	1 Lb roll maximum							per	
23	108A010	15	case	Paper Trays, **9" x 12"**, Natural Molded Fiber No Substitute	250's							per	
24	109A002	15	case	Paper Trays, **14" x 18"**, Natural Molded Fiber No Substitute	100's							per	
25	108A011	15	case	Take-Out Containers with Lids **28 oz**, must be leakproof, microwave and freezer safe no substitute.	150 set/per case							per	
26	TBD	15	case	Take-Out Containers with Lids **16 oz**, must be leakproof, microwave and freezer safe no substitute	150 set/per case							per	

Solicitation No / No de soumission: W0105-22F007/A - Annex B.1 - Basis of Payment

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Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
27	TBD	25	case	Container, Clear, Hinged, approximately 6" x 5-3/4" x 3" (Approximately 12 oz)	500's							per	
28	TBD	25	case	Compostable Container, Hinged, white or natural in color, approximately 6" x 5-3/4" x 3" (Approx 12 oz). Must be environmentally friendly made from Sugar Cane or Biodegradeable materials No Substitute	500's							per	
29	108A020	12	case	Plastic Souffle Pots, 2 oz, clear No Substitute	2500's							per	
30	108A021	12	case	Lids, clear for above 2 oz Plastic Souffle Pots No Sub	2500's							per	
31	108A023	12	case	Plastic Souffle Pots, 3.25 oz, clear No Substitute	2500's							per	
32	108A022	12	case	Lids, clear for above 3.25 oz Plastic Souffle Pots No Sub	2500's							per	
33	109A001	310	case	**Chinet Plates, 10-3/8"** (26.4cm) Must be CKF **Royal Chinet** No Substitute	4 x 125 = 500/per case							per	

Solicitation No / No de soumission: W0105-22F007/A - Annex B.1 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 01 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
34	109A005	250	case	**Chinet Plates**, **8.75"** (22.2cm) Must be CKF **Royal Chinet** No Substitute	4 x 125 = 500/per case							per	
35	109A004	20	case	**Chinet Side Plates**, **6.75"** (17.1cm) Must be CKF **Royal Chinet** No Substitute	8 x 125 = 1000/per case							per	
36	109A013	125	case	**Chinet Bowls**, **12 oz** Must be CKF **Royal Chinet** No Substitute	8 x 125 = 1000/per case							per	
37	TBD	50	case	**Disposable Plates**, 10-3/8" (26.4cm) must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute								per	
38	TBD	50	case	**Disposable Plates**, 8.75" (22.2cm) must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute								per	

Solicitation No / No de soumission: W0105-22F007/A - Annex B.1 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 01 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
39	TBD	15	case	**Disposable Side Plates**, 6.75" (17.1cm) must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute								per	
40	TBD	50	case	**Disposable Bowls,** 12 oz must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute								per	
41	TBD	25	case	**Lids** for 12 oz Disposable Bowls above, must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute								per	
42	109A003	260	case	**Dispenser Napkins** DX 900 (approximately 200 dispensers must be provided at no cost to DND)	6000's							per	
43	109A007	25	case	**Knives, Plantware,** must be Full Length, **Medium Duty/Weight/Strength**, Sturdy and Rigid, No Substitute.	1000's							per	

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Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 01 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size Offered (case size) per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
44	109A008	25	case	**Teaspoon, Plantware,** must be Full Length, **Medium Duty/Weight/ Strength**, Sturdy and Rigid No Substitute.	1000's							per	
45	109A014	50	case	**Forks, Plantware,** must be Full Length, **Medium Duty/Weight/Strength**, Sturdy and Rigid, No Substitute.	1000's							per	
46	109A006	20		**Food Service Kit**, **Plantware**, 6 piece set (KFS) including knife, fork, spoon, napkin, salt & pepper No Substitute								per	
47	109A006	440	case	**Food Service Kit**, 6 piece set (KFS), must include **plastic** knife, fork, spoon, napkin, salt & pepper No Substitute	500's							per	
48	109A007	10	case	**Knives** must be Full Length, **Medium Duty/Weight/ Strength,** Sturdy and Rigid **Plastic** No Substitute.	1000's							per	

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49	109A008	10	case	**Teaspoons** must be Full Length **Medium Duty/Weight/ Strength**, Sturdy and Rigid **Plastic** No Substitute.	1000's							per	
50	109A014	20	case	**Forks** must be Full Length, **Medium Duty/Weight/ Strength**, Sturdy and Rigid **Plastic** No Substitute.	1000's							per	
51	109A009	20	case	**3 Way Compartment Trays,** Hinged, must be **9" x 9"** (clam shell take out), must be made of Paper, Cardboard, Sugar Cane, Biodegradable or Compostable materials No Substitute *(styrofoam is not acceptable)*	200's per case							per	
52	109A010	8	case	Stir Stix, must be **6" minimum**, wooden or biodegradable materials no substitute	5000's							per	
53	109A011	25	case	Parchment Paper, must be SHEETS only No Substitute approximately 16-3/8" x 24-3/8"	1000 sheets per case							per	

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54	109A012	6	case	Toothpicks, wooden or biodegradable materials and MUST be individually wrapped. No Substitute	12 x 1000's							per	
55	109A013	24	case	Clear Bowls **8 oz**, No Substitute	1000's							per	
56	109A018	24	case	XL - Lid - Dome - 1/2" - No Slot, for bowls above No Substitute	1000's							per	
57	109A017	50	case	Sundae Cup/Dish, 8oz, clear, No Substitute	1000's							per	
58	TBD	50	case	Lid, Dome, clear, no slot for above sundae cup/dish, no substitute	1000's							per	
59	109A021	30	case	Plastic Wine Glasses, 5.5 oz	240's - 480's approximately							per	
60	109A019	170	case	**Hot Drink Paper Cup**, **10 oz.,** must be environmentally friendly No Substitute	1000's							per	

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61	TBD	50	case	**Lid for above Hot Drink Paper Cup**,10 oz, must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute	1000's							per	
62	TBD	20	case	**Cold Drink Paper Cup, 12 oz,** must be environmentally friendly No Substitute	1000's							per	
63	TBD	20	case	**Lid for above Cold Drink Paper Cup, 12 oz,** must be environmentally friendly, made from Sugar Cane or Biodegradeable materials No Substitute	1000's							per	
64	109A015	5	case	Paper Baking Cup Liner, **Large** approximately 5"	10,000's							per	
65	109A016	5	case	Paper Baking Cup Liner, **X Large** approximately 6" - 6.5"	10,000's							per	
66	109A020	11	case	Resealable Zippered Poly Bags, minimum **2ml**, **12" x 15"** No Substitute	1 x 1000's							per	

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67	129A011	11	case	Resealable Zippered Poly Bags, minimum **2 ml**, **5" x 8"**, No Substitute	6 x 1000's							per	
68	10A008	50	roll	**Kraft Waxed Paper**, must be **18"** No Substitute (used to cover prepared/prepped food products or used to line prep tables to assist in keeping area clean.)	approximately 790' - 1400' rolls							per	
69	118A003	60	case	**White Towel,** rolls, No Substitute *(dispensers must be provided by supplier and* ***must meet HACCP regulations)***	6 x 1000 ft. Rolls							per	
70	118A028	75	case	**Brown Towel,** rolls No Substitute no dispenser required	24 x 205 ft. rolls							per	
71	118A029	260	case	**Wypall X60**, by **Kimberly Clarke,** must be rolls only, No Substitute	12 x 130 ft. Rolls							per	
72	118A004	15	case	**3M** Scotch Brite **#H82** Grill Cleaning Pads, 4.5" x 5.5" No Substitute	10 pads per pkg / 4 pkg per case = 40 pads/case							per	
73	118A038	85	box	**3M** Stainless Steel Scrubber **#84** (Curly Cakes) No Substitute	12 per box							per	

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74	153A001	6	case	**3M** Scouring Green Hand Pad **#97** No Substitute	10 pad/pkg 10 pkg/case = 100 pad/case							per	
75	129A008	10	case	Facial Tissues, must be **2 ply or greater**, no substitute.	30 box/cs approximately							per	
76	TBD	20	case	Cloths, Microfiber, **Blue**, 16" x 16" for Glass No Substitute	24's							per	
77	118A041	20	case	Cloths, Microfiber, **Green**, 16" x 16" for General Purpose No Substitute	24's							per	
78	107A012	3	case	**Earplugs, non-corded**, made of energy absorbing foam, non-irritating and washable. The Soft Foam Earplugs must gradually expand and conform to the size of any ear canal. No Substitute	200's							per	
79	118A031	520	case	**Black Garbage Bags**, MUST be Super Strong, must be a minimum of **1.25 ml to 1.50 ml** thick or greater, 35"-36" W x 50"-51" L No substitute	100's							per	

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80	118A046	350	case	**Clear Garbage Bags**, MUST be Super Strong, must be a minimum of **1.25 ml** to **1.50 ml thick** or greater, 35"-36" W x 50"-51" L No substitute	200's							per	
81	118A011	6	case	**Coffeemaker Cleaner** *will be evaluated per quantity of unit per case*	150 x 1 oz / 100 x 3/4oz/.75oz qty based on 150's							per	
82	118A012	18	case	**Hand Sanitizer**, must be a **minimum** of **70% alcohol.** Must be Pump Form and **Instant Contact Use/Ready to Use (RTU)**. No Substitute	12 x 350ml - *1000ml maximum unit size* No Substitute							per	
83	118A027	11	case	**Comet Brand Cleanser** No Substitute	24 x 400g							per	
84	129A003	30	each	Spray Nozzle, Pistol Grip, to be **used with hoses**, No Substitute	each							per	
85	129A009	10	box	Fryer Brush, approx 7" to 13" Vileda Code 134426 or equivalent								per	

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86	129A014	5	pail/ case	**Rational Cleaner Tablets** for all SelfCookingCenter® units by **Rational** Code **56.00.210** No Substitute	100's							per	
87	129A014	5	pail/ case	**Rational Cleaner Tablets** for all SelfCookingCenter® units by **Rational** Code **56.00.562** No Substitute	150's							per	
88	129A015	5	pail/ case	**Rational Rince Tablets** for all SelfCooking Center® by **Rational** Code **56.00.211** for Rational Brand Ovens No Substitute	50's							per	
89	118A087	50	pail/ case	**Cleaner Tablets** for all SelfCookingCenter® units by **ALTOSHAM** No Substitute	100's							per	
90	EQP-SW1588	12	case	**Magic Heat by Scientific Utility,** 6 hour fuel, Model 142 MHFS6, 24 cans per case, No Substitute	24 x 200 ml							per	
91	118B002	30	case	Bleach 6%, Chlorine-based, no substitute, Javex, Clorox, or equivalent brand	4 X 4 L / 3 x 5 L							per	

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92	118C002	100	each	**Windsor System Saver II Pellets, Windsor or Sifto** *(salt machines are DND owned & maintained)*	18.1 kg							per	
93	118A021	25	case	Spray Sanitizer for Food Preparation Tables and Equipment, must be Quat based and must be **Instant Contact Use/Ready to Use (RTU)** *(no water or dilution required)* No substitute	12 x minimum 750ml to 1000ml maximum unit size No Substitute							per	
94	118A006	12	each	Push Brooms, medium sweeping bristles, minimum **16" to 18"** maximum, No Substitute	minimum 16" to 18" maximum no substitute							per	
95	118A007	12	each	Push Brooms, medium sweeping bristles, **24"** No substitute	24" no substitute							per	
96	118A010	30	each	**Swep** Duo MicroTech Mop, **20" / 50.8 cm** No Substitute in product type & size required. Vileda Code SW121646 or 143815 or of equivalent brand.	20" / 50.8cm each No Substitute							per	
97	118A010	30	each	**Swep** Duo Mop Frame **20" /50.8cm** No substitute in product type & size required. Vileda Code SW116866 or **137878** or of equivalent brand.	20" / 50.8cm each No Substitute							per	

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98	118A030	530	each	Flat Wet Mop Head, Narrow, **16 oz / 454g** No Substitute in product type & size. Vileda Code 134830 or equivalent brand.	16 oz. / 454g each No Substitute							per	
99	118A032	5	each	Prolite Mop Handle, Vinyl, must be **54"** No Substitute	54" each No Substitute							per	
100	TBD	15	each	Angle Broom with Handle, minimum 12" to 15" wide maximum, minimum 2" deep, bristles minimum 5" with metal handle minimum 48" long no substitute in type of broom								per	
101	118A034	20	each	Warehouse Corn Broom (heavy duty) 3 String 1 Wire, **11" W x 16" L** No Substitute in product type & size. Vileda Code 134511 or equivalent brand.	11" Wide x 16" Long No Substitute							per	
102	118A035	5	each	Broom Handle, Wood Threaded Handle, **54"** No Substitute	54" No Substitute							per	
103	118A036	3	each	Plastic "MUS" Floor Squeegee, **22" / 55.9 cm** No Substitute	22" / 55.9 cm No Substitute							per	

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104	118A037	6	each	Heavy Duty Plastic Dust Pan, **12" / 30 cm** No Substitute. Vileda Code 134730 or equivalent	12" / 30 cm No Substitute							per	
105	TBD	15	each	Upright Lobby Dustpan with Open Lid, Plastic, **10" wide minimum,** must have a metal handle and **36" long minimum** no substitute								per	
106	118A033	5	each	Bucket/Wringer Sideward, no substitute, approximately 5 US Gallon / 18.927 Liter to 8.717 US Gallon / 33 Liter								per	
107	118A008	42	case	**Hand Sanitizer Refill Packs**. Must be a **minimum** of **70% alcohol** and **Instant Contact Use/Ready to Use (RTU).** Both TOUCHLESS **Freestanding Dispensing Units** and **Wall Mounted Dispensing Units** with Drip Trays are required and **must be provided** by the successful bidder, **including all the Batteries**, at no extra cost to DND. No Substitute in type of product or type of dispensing unit.	**2 - 6 x 1 Litre** (= 1000ml) **to 1.2 Litre**(=1200ml) No Substitute							per	

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108	118A013	17	case	**Food Handlers Soap**, must be Anti Bacterial, GOJO, Kimberley Clark, Diversey Canada or equivalent brand, must be **Instant Contact Use/Ready to Use (RTU)** *(no water or dilution required)* with Manual **Dispensers provided** by the successful bidder. No substitute in type of product and type of dispenser.	6 - 8 x 1000 ml / 1200ml maximum unit size No Substitute							per	
109	118A023	12	case	**Window Cleaner**, ECP 146-147 Certified or any Certified Product and Packaging which are certified for reduced environmental impact. Must be **Instant Contact Use/Ready to Use (RTU)** *(no water or dilution required)* No Substitute. *Certification No:*	12 x 750 ml minimum to 1000 ml maximum unit size No Substitute							per	
110	129A007	58	case	**Tangerine** or any **Citrus Scent Multi Purpose Cleaner**, ECP Certified CCD 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. Must be **Instant Contact Use/Ready to Use (RTU)** *(no water or dilution required)* No Substitute *Certification No:*	12 x 750 ml minimum to 1000 ml maximum unit size No Substitute							per	

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111	129A024	25	case	**Oven Cleaner**. Must be **Liquid form with trigger**, ECP Certified CCD 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. Must be **Instant Contact Use/Ready to Use (RTU)** (*no water or dilution required)* No Substitute. *Certification No:*	6 x 750ml minimum to 1000 ml maximum unit size No Substitute							per	
112	TBD	25	case	**Multi Purpose Sanatizer**, ECP Certified CCD 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. Must be **Instant Contact Use/Ready to Use (RTU) (***no water or dilution required)* No Substitute *Certification No:*	12 x 750 ml minimum to 1000 ml maximum unit size No Substitute							per	
113	TBD	12	case	Placemats, Paper, **Christmas Holiday** *(mature)* **Theme,** (theme for placemats, tablecloth & napkins must be of the same theme/pattern per yearly holiday season) no substitute	1 x 1000's							per	

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114	TBD	55	roll	Tablecloth Roll, Paper, **Christmas Holiday** *(mature)* **Theme**, must be **54" W** and approximately **150' long rolls** (theme for placemats, tablecloth & napkins must be of the same theme/pattern per yearly holiday season) no substitute	54" W x 150' long							per	
115	TBD	10	case	Napkins, Dinner, Paper, **Christmas Holiday** *(mature)* **Theme**, (theme for placemats, tablecloth & napkins must be of the same theme/pattern per yearly holiday season) no substitute	1 x 1500's							per	
116				Miscellaneous **Kitchen and Cleaning Supplies** not listed herein at wholesale price less a ______% discount or at cost price plus a ______% markup **to a maximum of 15% to 20%.**									

Award of Standing Offer(s): The offeror must provide a price for each item and be able to supply 100% of the items in Annex B.1 *OR* in Annex B.2. Offers can be submitted for each of the Annexes, Annex B.1 *and/or* Annex B.2. It is not mandatory offerors bid on items in both Annexes but must bid on all items in the selected Annex. Two Standing Offers will be awarded to the lowest aggregate bid, for all items in Annex B.1 (including both years) **and for all items in Annex B.2** (including both years). **In the event the same offeror is the lowest aggregate bidder at both Annexes B.1 and B.2** (including both years), **then only one standing offer will be awarded.**

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Green and Environmentally Safe Products must be provided. For products that are requested to be ECP Certified «Environmental Choice Program» *DND will also accept* Certified Products with Packaging which are certified for reduced environmental impact. Manufacturer's Technical Data Sheets must be provided.

Price Evaluation of Liquid Products: Department of National Defence reserves the right to adjust the ratio and yield for the liquid products that require dilution. The prices for these liquid products will not be evaluated based on the manufacturer's recommended ratio and yield as DND will set the ratio and yield in accordance with the results required of the end product. Evaluation will be based on the actual volume offered.

«Ready to Use» RTU Products: Dilution required for immediate use of product is acceptable. Dilution and storage required for subsequent use of product is unacceptable and will render your bid non-compliant and it will be rejected! Evaluation will be based on the actual volume offered.

«Instant Contact Use Products» These products must be able to be used directly on surfaces with no water or dilution required.

INSTRUCTIONS TO SUPPLIERS: The offeror MUST ensure 100% compliance to this Annex B. **It is the responsibility of the offeror to obtain clarification of each item** of the requirements contained herein, if necessary, **prior to submitting their offer before bid closing.**
Any deviations MUST be approved by the standing offer authority at PSPC in writing PRIOR to bid closing.

Prices MUST be submitted in the "Price columns" only. Unit and/or case size conversions will be done by the standing offer authority where required.

Handwritten Pricing Sheets will NOT be accepted. Prices must be submitted with this Annex "B.1". A copy in Excel Format must be obtained by contacting the Standing Offer Authority at Public Services and Procurement Canada (PSPC). A reproduction of this Annex B will not be accepted.

DND 5th Canadian Division Support Base Gagetown

Base de soutien de la 5e Division du Canada Gagetown

Solicitation No / No de soumission: W0105-22 F007/A - Annex B.2 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

Vendor Name / Nom de fournisseur:

Period / Période: 1 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
1	118A005	12	case	**Hard Surface Cleaner**, Multi purpose product used for: carpet spotting, sealed surfaces such as desks and counters, stainless steal etc. This must be a **LIQUID Concentrated Product,** No Substitute. *(A wall dispenser must be provided by the succesful bidder for this product)*	4 x 3.78 L - 4 Litres no substitute Manufacturer's Technical Data Sheets are required							per	
2	118A014	20	case	**Heavy Duty Degreaser - Cleaner.** ECP Certified CCP 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. This must be a **Liquid Ready to Use (RTU) Product** No Substitute *(A wall dispenser must be provided by the sucessful bidder for this product)* *Certification No:*	4 x 3.78 L - 4 Litres No Substitute Manufacturer's Technical Data Sheets are required							per	

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3	118A015	50	case	**Pot Soap**, ECP Certified CCD 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. This must be a **Liquid Ready to Use (RTU) Product,** No Substitute *(A wall dispenser must be provided by the succesful bidder for this product) Certification No:*	4 x 3.78 L - 4 Litres no substitute Manufacturer's Technical Data Sheets are required							per	
4	118A015	144	each	**Pot Soap**, ECP Certified CCD 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. This must be a **Liquid Ready to Use (RTU) Product** No Substitute *(A wall dispenser must be provided by the sucessful bidder for this product) Certification No:*	18.9 Litres - 20 Litres No Substitute Manufacturer's Technical Data Sheets are required							per	
5	118A018	20	case	**Descayler,** this must be a **Liquid Ready to Use (RTU) Product.** No Substitute	4 x 3.78 L - 4 Litres No Substitute Manufacturer's Technical Data Sheets are required							per	

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Period / Période: 1 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
6	118A019	60	pail	**Dishwasher Soap** Must be **Liquid Form in Pails only.** This must be a **Liquid Ready to Use (RTU) Product** No Substitute. *(A Dilution/Distribution system must be provided by the succesful bidder for this product)*	18.9 L - 20 L pails only No Substitute Manufacturer's Technical Data Sheets are required							per	
7	118A020	60	pail	**Auto Dishwasher Rince Agent** in pails only. This must be a **Liquid Ready to Use (RTU) Product,** No Substitute *(A Dilution/Distribution system must be provided by the succesful bidder for this product)*	18.9 L - 20 L pails only No Substitute Manufacturer's Technical Data Sheets are required							per	
8	118A025	55	case	**Degreaser,** ECP 146-147 Certified or any Certified Product and Packaging which are certified for reduced environmental impact. This must be a **Liquid Ready to Use (RTU) Product**, No Substitute. *(A Dilution/Distritution system must be provided by the succesful bidder)* *Certification No:*	4 x 3.78 L - 4 Litres No Substitute Manufacturer's Technical Data Sheets are required							per	

Solicitation No / No de soumission: W0105-22 F007/A - Annex B.2 - Basis of Payment

Title / Titre: Kitchen and Cleaning Supplies

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Period / Période: 1 April 2022 - 31 March 2023 with the option to renew for one additional one year period

Item No.	Unitrak No. For DND's Use Only	Estimated Yearly Quantity	Unit of Issue	DESCRIPTION	Approximate Unit & Case Sizes Required except where no substitute is specified	Case Size	Confirm «BRAND Name» to be Provided (no abreviations)	Offeror's Product Code for Ordering Purposes	Provide Quantity and Unit Size per Quoted Price	Price Year 2022 - 2023	Price Year 2023 - 2024		Indicate if the Price is Per each, box, case etc
9	118A026	20	case	**Floor Soap PH 7**, ECP Certified CCD 146-147 or any Certified Product and Packaging which are certified for reduced environmental impact. This must be a **Liquid Ready to Use (RTU) Product**, No Substitute. *(A Dilution/Distribution System must be provided by the sucessful bidder) Certification No:*	4 x 3.78 L - 4 Litres No Substitute Manufacturer's Technical Data Sheets are required							per	
10	118A097	12	case	**De-Lime/Lime Away**, ECP 146-147 Certified or any Certified Product and Packaging which are certified for reduced environmental impact. Must be a **Liquid Ready to Use (RTU) Product**. No Substitute. *Certification No:*	4 x 3.78 L - 4 Litres No Substitute Manufacturer's Technical Data Sheets are required							per	
11				Miscellaneous **Kitchen and Cleaning Supplies** not listed herein at wholesale price less a ______% discount or at cost price plus a ______% markup **to a maximum of 15% to 20%.**									

DND 5th Canadian Division Support Base Gagetown

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<u>Award of Standing Offer(s)</u>: **The offeror must provide a price for each item and be able to supply 100% of the items in Annex B.1 *OR* in Annex B.2. Offers can be submitted for each of the Annexes, Annex B.1 *and/or* Annex B.2. It is not mandatory offerors bid on items in both Annexes but must bid on all items in the selected Annex. Two Standing Offers will be awarded to the lowest aggregate bid, for all items in Annex B.1** (including both years) **and for all items in Annex B.2** (including both years)**. In the event the same offeror is the lowest aggregate bidder at both Annexes B.1 and B.2** (including both years)**, then only one standing offer will be awarded.**

Green and Environmentally Safe Products must be provided. For products that are requested to be ECP Certified «Environmental Choice Program» <u>*DND will also accept*</u> Certified Products with Packaging which are certified for reduced environmental impact. Manufacturer's Technical Data Sheets must be provided.

Price Evaluation of Liquid Products: Department of National Defence reserves the right to adjust the ratio and yield for the liquid products that require dilution. The prices for these liquid products will not be evaluated based on the manufacturer's recommended ratio and yield as DND will set the ratio and yield in accordance with the results required of the end product. Evaluation will be based on the actual volume offered.

«<u>Ready to Use» RTU Products</u>: Dilution required for immediate use of product is acceptable. Dilution and storage required for subsequent use of product is unacceptable and will render your bid non-compliant and it will be rejected! Evaluation will be based on the actual volume offered.

<u>«Instant Contact Use Products»</u> These products must be able to be used directly on surfaces with no water or dilution required.

INSTRUCTIONS TO SUPPLIERS: The offeror MUST ensure 100% compliance to this Annex B. **It is the responsibility of the offeror to obtain clarification of each item** of the requirements contained herein, if necessary, **prior to submitting their offer before bid closing.**
Any deviations MUST be approved by the standing offer authority at PSPC in writing PRIOR to bid closing.

Prices MUST be submitted in the "Price columns" only. Unit and/or case size conversions will be done by the standing offer authority where required.

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