

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions -**  
**TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0A1/ Noyau 0A1**  
**Gatineau**  
**Québec**  
**K1A 0S5**  
**Bid Fax: (819) 997-9776**

## **SOLICITATION AMENDMENT MODIFICATION DE L'INVITATION**

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

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

### **Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
Linguistic Services Division / Division des services  
linguistiques  
PSBID, PWGSC / DIASP,TPSGC  
11 Laurier St. / 11, rue Laurier  
10C1/Place du Portage, Phase III  
Gatineau  
Québec  
K1A 0S5

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| <b>Title - Sujet</b><br>TRANSLATION SERVICES   |  |
| <b>Solicitation No. - N° de l'invitation</b><br>U8000-118042/A   | <b>Amendment No. - N° modif.</b><br>002  |
| <b>Client Reference No. - N° de référence du client</b><br>U8000-118042  | <b>Date</b><br>2012-02-27  |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$\$ZF-519-23706   |  |
| <b>File No. - N° de dossier</b><br>519zf.U8000-118042  | <b>CCC No./N° CCC - FMS No./N° VME</b>   |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2012-03-05</b>   | <b>Time Zone</b><br><b>Fuseau horaire</b><br>Eastern Daylight Saving<br>Time EDT |
| <b>F.O.B. - F.A.B.</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/> |  |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Souleiman, Mohamed  | <b>Buyer Id - Id de l'acheteur</b><br>519zf                                      |
| <b>Telephone No. - N° de téléphone</b><br>(819) 956-8348 ( )   | <b>FAX No. - N° de FAX</b><br>( ) -  |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>  |  |

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**This amendment is raised to answer to some questions raised for the Request for Proposal no. 5P004-100154/A, as follow:**

**Question 1**

RE: MTC2, MTC3, MTC4, PRTC1, PRTC2, PRTC3

The above noted criteria contain language that states "[####] words translated in a period of over 12 consecutive months" or "[####] words over a period of at least 12 consecutive months or more". This implies that the cumulative experience, i.e. the total number of words translated, for each criterion is based on the period since January 2005 and not an annual production rate.

To be clear and as an example, for PRTC 1, Stream III, we could demonstrate over 5,775,000 words (for 30 points) by presenting a project that involved 2,000,000 words of translation per year between January 2007 to January 2010 for a total of 6,000,000 words.

- a. Could you please confirm our understanding of the wording of these criteria?
- b. If the criteria are for annual production rates, could you please clarify if the 12-month volumes provided for the translators and revisers need to be the same 12-month period for each translator/reviser (for example, January to December 2010)? We have hired new translators in our firm and it would be difficult to present detailed information for each translator/reviser for the exact same time period due to the timing of the different projects that each have worked on, especially where a project may come from outside the firm. Since the reasoning behind the criteria is to demonstrate capacity, bidders should be able to combine any 12-month period from each individual translator/reviser for a total capacity between the translators/revisers.

**Answers**

- a. Yes, your understanding is correct.
- b. You can combine any 12 consecutive months period since January 2005.

**Question 2**

This is a major bid in both dollar value and complexity. We respectfully request a two-week extension to the closing date to enable bidders to prepare a compliant response.

**Answer**

At the moment, we respectfully decline extending the closing date because the justifications provided are not sufficient to do so.

**Question 3**

Throughout the criteria, Bidders are required to demonstrate experience "in a period of over 12 consecutive months". Does this mean that the minimum length is 12 months and that there is no maximum time (meaning that a Bidder could justify the volume over a period of 5 years?) Based on the requirement, it seems that the volume should be demonstrated within a 12-month period. Please specify.

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**Answer**

The demonstrated cumulative experience for the bidder is at minimum 36 months, and must have been acquired since January 2005. The demonstrated cumulative experience for the coordinator, translators and revisers is at minimum 12 consecutive months, and must have been acquired since January 2005. Our requirement is 1,200,000 words to be translated/revised for Stream I and for Stream II per year, and 3,300,000 words to be translated/revised for Stream III per year.

**Question 4**

Throughout the criteria, in regards to the specialties: When demonstrating a number of words translated or revised, can Bidders simply state the specialties that were covered in that volume or must they provide a breakdown per specialty?

- a. In MTC 4, it specifies that a minimum amount of the volume must be met for specialties for that Stream. Again, can we simply provide the number of words and covered specialties or must we provide a detailed breakdown?
- b. If we must provide a breakdown, is there a minimum volume per specialty.
- c. In MTC 3, there is no minimum volume for any specific specialty as long as they are covered, correct?

**Answer**

You should simply state the specialties.

- a. You should simply provide the total number of words and the covered specialties.
- b. No breakdown is required.
- c. Correct.

**Question 5**

If bidding on more than one Stream, please confirm that a Bidder can include the name of the same translator and/or reviser in each bid.

**Answer**

Yes, you can include the name of the same translator and/or reviser in each bid.

**Question 6**

In regards to translators and revisers, please confirm that:

- a. Bidders do not need to provide Cvs;
- b. there is no minimum required years of experience as long as they meet the volumes of work stated.

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**Answer**

- a. Bidders need to provide a copy of the document confirming the level of education of the proposed translators and revisers. Moreover, they must provide proof translators and revisers are a certified member in good standing of a Canadian professional association of translators or of the Canadian Translators, Terminologists and Interpreters Council (CTTIC) to be assigned bonus points.
- b. The demonstrated cumulative experience is at minimum 12 consecutive months, and must have been acquired since January 2005.

**Question 7**

Who currently does this work for Industry Canada (who is the incumbent?)

**Answer**

Apostrophe, Apriori Communications, Belair Communications, Brooke Delisle Inc., Buchanan Indexing and Editing, Bureau de la traduction (TPSGC) / Translation Bureau (PWGSC), CLS Lexi-Tech International, Cogitco Inc., Colborne Communications, Communication Com'ça (2544-7587 Québec Inc.), Dualicom Inc., Duhamel Communication, Edgar Inc., Elizabeth Macfie, Fox Translations, Geolithum, Gertz Communication Inc., Grande Allée Translation Inc., Groupe Onscope Inc., Impact Publications Management Inc., Jane Whitney, JF Burrows Consulting Inc., Le Groups conseil baastel ltée, Les services linguistiques Morin Inc., Linda Lagroix, Line Nadeau, M.E.S. Editing and Writing Services, M. M. Morisset Maurice Audet, Niva Inc., Norah Mulvihill, Open Text Corporation (Alis Technology Inc.), Première Classe Formation Linguistique, Prosebusters Communication, Robert M. Drysdale, SPEC enr. Louis Majeau Sylvie Mercier, Textuel (2946271 Canada Inc.), The Point Communications, Traduction Christine Duguay, Les Traductions H. D., Traduction Houles, Vice Versa Linguistique Services Canada Inc., VSES Communications, Whitehall Associates, William Hart, Writing and Editing Services.

**All other terms and conditions remain unchanged**