

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Public Works and Government Services Canada**  
**Telus Plaza North/Plaza Telus Nord**  
**10025 Jasper Ave./10025 ave. Jaspe**  
**5th floor/5e étage**  
**Edmonton**  
**Alberta**  
**T5J 1S6**  
**Bid Fax: (780) 497-3510**

## **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**  
**Public Works and Government Services Canada**  
**Telus Plaza North/Plaza Telus Nord**  
**10025 Jasper Ave./10025 ave. Jasper**  
**5th floor/5e étage**  
**Edmonton**  
**Alberta**  
**T5J 1S6**

<b>Title - Sujet</b> IMIT Services Moose Jaw, SK	
<b>Solicitation No. - N° de l'invitation</b> W0121-12WTIS/C	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> W0121-12-WTIS	<b>Date</b> 2012-03-06
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$EDM-607-9309	
<b>File No. - N° de dossier</b> EDM-1-34548 (607)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-03-27</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Jenkinson, Lorraine	<b>Buyer Id - Id de l'acheteur</b> edm607
<b>Telephone No. - N° de téléphone</b> (780) 497-3593 ( )	<b>FAX No. - N° de FAX</b> (780) 497-3510
<b>Destination - of Goods, Services, and Construction:</b> <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> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**TITLE: IM/IT SERVICES, 15 WING MOOSE JAW, SK**

This solicitation amendment is to provide clarification regarding the Solicitation.

**PART A: QUESTIONS**

Q1-1. I am confused by the difference from the Level of Effort described in Annex A for each SOW description versus the Estimated usage requirement forming part C of the quantity of work formula in the Basis of Payment tables in Annex B?

For instance: In Annex A, 7. SCOPE OF WORK, each position description's ends with a "Level of Effort" statement;

- A. Service Desk Technician  
A9. Level of Effort 1.0 Person years
- B. Audio Visual Technician  
B9. Level of Effort 1.25 Person years
- C. Network Administrator  
C9. Level of Effort 3.25 Person years
- D. Computer Maintenance Technician  
D9. Level of Effort 3.0 Person years
- E. Programmer/Webmaster  
E9. Level of Effort 1.0 Person years

In the tables in Annex B. "Est. Usage [C]" indicates"

- 1.1 Service Desk Technician Est. Usage [C] = 1.50 (as per above this should be 1.00 as Number of days indicates 462 days)
- 1.2 Audio Visual Technician Est. Usage [C] = 1.00 (as per above this should be 1.25 as Number of days indicates 462 days)
- 1.3 Network Administrator Est. Usage [C] = 3.00 (as per above this should be 3.25 as Number of days indicates 462 days)
- 1.4 Computer Maintenance Technician Est. Usage [C] = 2.50 (as per above this should be 3.00 as Number of days indicates 462 days)
- 1.5 Programmer/Webmaster Est. Usage [C] = 0.75 (as per above this should be 1.00 as Number of days indicates 462 days)

Further: Tables 2.0 and 3.0 are for 1 year options therefore "Number of Days [B]" should be 261 in all cases vice 462 as stated, Est. Usage factors should also reflect the same multipliers indicated above.

Please inform me as to the intent of these differences or if in fact they are errors?

A1-1. The differences between the Annex A, 7. Scope of Work and Annex B, Basis of Payment are errors. The "Level of Effort" stated in the Scope of Work is correct.

Yes the number of days are incorrect in Tables 2.0 and 3.0 for the 1 year options. The number of days should be 261 and the estimated usage the should be the same as Annex A, 7. Scope of Work.

The number of days for the contract period are also incorrect, the correct number of days is 522.

Solicitation No. - N° de l'invitation

W0121-12WTIS/C

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

edm607

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

W0121-12-WTIS

File No. - N° du dossier

EDM-1-34548

CCC No./N° CCC - FMS No/ N° VME

---

The solicitation document will be revised to correct the errors.

## **PART B: REVISION TO SOLICITATION DOCUMENT**

B1.1 On Page 30 of 33 of the Solicitation,

DELETE: BASIS OF PAYMENT, ANNEX B, in its entirety.

INSERT: BASIS OF PAYMENT, ANNEX B, Revised 2012-03-06, per attached.

---

If your bid has already been submitted, you may wish to revise it. Revisions to your bid must be submitted in a sealed envelope with the contents clearly identified on the outside of the envelope. Any revisions to your bid must be received by the Bid Receiving Unit on or before the time and date stated on page 1 of this document. Any revisions to your bid received after the closing date and time will be considered late and will be returned unopened.

**BASIS OF PAYMENT (Revised 2012-05-06) . . . . . ANNEX B**

- Bidders are to provide firm all inclusive per diem rates, GST extra if applicable.
- The quantities used below are estimates for evaluation purposes only and do not constitute a guarantee of work required, and will not form part of any resultant contract.

<b>1.0</b>	<b>Contract Period - (2 yrs from date of award )</b>						
	Quantity is based on two (2) person years. One person year is equivalent to 261 work days per year. A work day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the daily rate will be prorated to reflect the actual time worked.						
	<b>Category of Personnel</b>	<b>Level of Expertise</b>	<b>Name of Proposed Resource</b>	<b>Firm Per Diem Rate [A]</b>	<b>Number of Days [B]</b>	<b>Est. Usage [C]</b>	<b>Total [AxBxC]</b>
1.1	Service Desk Technician	Level 1			522	1.00	
1.2	Audio Visual Technician	Level 1			522	1.25	
1.3	Network Administrator	Level 1 &/or 2			522	3.25	
1.4	Computer Maintenance	Level 1			522	3.00	
1.5	Programmer - Web Master	Level 1			522	1.00	
1.6	Total Estimated Cost - Contract Period:						
<b>2.0</b>	<b>Option Year 1: ( _____ to _____ )</b>						
	Quantity is based on one (1) person year. One person year is equivalent to 261 work days per year. A work day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the daily rate will be prorated to reflect the actual time worked.						
	<b>Category of Personnel</b>	<b>Level of Expertise</b>	<b>Name of Proposed Resource</b>	<b>Firm Per Diem Rate [A]</b>	<b>Number of Days [B]</b>	<b>Est. Usage [C]</b>	<b>Total [AxBxC]</b>
2.1	Service Desk Technician	Level 1			261	1.00	
2.2	Audio Visual Technician	Level 1			261	1.25	
2.3	Network Administrator	Level 1 &/or 2			261	3.25	
2.4	Computer Maintenance	Level 1			261	3.00	
2.5	Programmer - Web Master	Level 1			261	1.00	
2.6	Total Estimated Cost - Option Year 1:						

<b>3.0</b>	<b>Option Year 2: _____ to _____</b>						
	Quantity is based on one (1) person year. One person year is equivalent to 261 work days per year. A work day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the daily rate will be prorated to reflect the actual time worked.						
	<b>Category of Personnel</b>	<b>Level of Expertise</b>	<b>Name of Proposed Resource</b>	<b>Firm Per Diem Rate [A]</b>	<b>Number of Days [B]</b>	<b>Est. Usage [C]</b>	<b>Total [AxBxC]</b>
3.1	Service Desk Technician	Level 1			261	1.00	
3.2	Audio Visual Technician	Level 1			261	1.25	
3.3	Network Administrator	Level 1 &/or 2			261	3.25	
3.4	Computer Maintenance	Level 1			261	3.00	
3.5	Programmer - Web Master	Level 1			261	1.00	
3.6	Total Estimated Cost - Option Year 2:						
	<b>TOTAL BID PRICE:</b> <b>(sum of 1.6, 2.6, 3.6)</b>						
	GST:						

**GOODS AND SERVICES TAX:** The Total Estimated Goods and Services Tax (GST) is not included in the amounts above. The GST is to be shown as a completely separate item on each invoice.