

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Public Works and Government Services / Travaux  
publics et services gouvernementaux  
Kingston Procurement  
Des Acquisitions Kingston  
86 Clarence Street, 2nd floor  
Kingston  
Ontario  
K7L 1X3  
Bid Fax: (613) 545-8067

**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 / Travaux  
publics et services gouvernementaux  
Kingston Procurement  
Des Acquisitions Kingston  
86 Clarence Street, 2nd floor  
Kingston  
Ontario  
K7L 1X3

<b>Title - Sujet</b> Outside Sales -CORCAN	
<b>Solicitation No. - N° de l'invitation</b> 21K01-12MH01/A	<b>Amendment No. - N° modif.</b> 005
<b>Client Reference No. - N° de référence du client</b> 21K01-12-MH01	<b>Date</b> 2012-10-17
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$KIN-650-5918	
<b>File No. - N° de dossier</b> KIN-2-38062 (650)	<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 2012-10-19</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<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> Rombough, Lori	<b>Buyer Id - Id de l'acheteur</b> kin650
<b>Telephone No. - N° de téléphone</b> (613) 545-8061 ( )	<b>FAX No. - N° de FAX</b> (613) 545-8067
<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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

### **AMENDMENT #005**

**The intent of this amendment is to answer questions from potential Bidders.**

**Q1.** Reference 21K01-12-MH01 RFP , the commercial general liability insurance section 2. i " broad form property damage " on page 15 of 34 is an item that my current commercial general liability insurer has told me the coverage is not applicable to a sales agent for a furniture manufacturer. They indicate the intent of this coverage is for contractors involved in building (construction ) or installation services .

Can you please clarify this for me as I want to ensure I have all the necessary coverage .

**A1.** PWGSC's Risk Management Advisory Services has advised Broad From Property Damage coverage is a mandatory and is not intended just for construction or installation service requirement.

"Broad Form Property Damage including Completed Operations Protects against liabilities arising out of losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy."

**Q2.** Regarding 2. Point Rated Technical Criteria section 2.1.4 on page 32 to achieve maximum points . "In order for the projects to be evaluated they must have had duration of at least one year " .

This section's heading is about types of goods and services sold by the bidder. Does this mean an individual order must have a duration of at least one year or does project refer to a contract the bidder completed including many orders worked on in the contract that combined total at least one year ?

**A2.** The intent of this Point Rated requirement is to evaluate the amount of experience Bidders have in the identified categories of goods and services. Bidders should describe the type of project(s) related to services / furniture / system furniture they have worked on for a duration of at least 1 year. The experience or project(s) can be a combination of sales / accounts for a duration of a year within the various categories indentified.

**Examples:**

1. The Bidder has worked in the service industry managing one or multiple sales / accounts for 8 months and furniture sales / accounts for 4 months (total of 12 months). All details on this contract are provided in the proposal

Points received from evaluation = 0 points

2. The Bidder has worked in the service industry managing one or multiple sales / accounts for 15 months and furniture sales / accounts for 4 months (total of 19 months). All details on this contract are provided in the proposal

Points received from evaluation = 2 points

The Bidder had a contract with Restaurant "X" to replace existing kitchen equipment, tables and chairs. Items were provided over a time period of January 1, 2005 to December 31, 2006 and all details on this contract are provided in the proposal.

Points received from evaluation = 6

Q3. If the response to Point Rated Technical Criteria 2.1.3 is noted in the bidder's resume (that is to be submitted in response to Mandatory Requirement, does it need to be repeated?

A3. The bidder may provide reference to previously submitted information. Keep in mind that the proposal must address each of the criteria to demonstrate that the requirements are met.

Q4. Under Annex "B" - Basis of Payment: Is the commission percentage submitted to be applied to all contract years ?

A4. Yes.

Q5. Under Point Rated Technical Criteria 2.1.1: can you clarify the minimum number of years required to obtain full points?

A5. In order to obtain full points, Bidders need to demonstrate they possess at least 7 additional years, over and above the minimum of 5 years experience required in M1.

#### **DELETION & INSERTION:**

1. UNDER: 2. Point Rated Technical Criteria

Within: **2.1.4 Types of Goods/Services sold by the Bidder - Maximum 8 Points Available - delete in it's entirety & insert:**

The Resource will be evaluated on the type(s) of services and/or goods sold by its company.

#### **Bidders must include, as a minimum:**

1. The start and end dates of the projects;
2. The type(s) of goods and/or services that were sold;
3. Details about the work performed by the Bidder on the projects;
4. A contact person of reference that can verify the Work.

**In order for the projects/experience to be evaluated they must have had duration of at least one (1) year.**

**In order for the projects/experience to count, they must have been completed within the past fifteen (15) years.**

**Overlap is acceptable when referencing more than one project.**

Solicitation No. - N° de l'invitation

21K01-12MH01/A

Amd. No. - N° de la modif.

005

Buyer ID - Id de l'acheteur

kin650

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

21K01-12-MH01

File No. - N° du dossier

KIN-2-38062

CCC No./N° CCC - FMS No/ N° VME

- 
- Services =2 Points or
  - Goods other than furniture or system furniture = 4 Points or
  - Furniture = 6 Points or
  - System Furniture = 8 Points