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TPSGC

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Québec

K1A 0S5

Bid Fax: (819) 997-9776

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Communication Procurement Directorate/Direction de
l'approvisionnement en communication
360 Albert St. / 360, rue Albert
12th Floor / 12ième étage
Ottawa
Ontario
K1A 0S5

Title - Sujet RFSO Advertising Set-Aside	
Solicitation No. - N° de l'invitation EP361-130030/A	Date 2013-05-10
Client Reference No. - N° de référence du client EP361-13-0030	Amendment No. - N° modif. 001
File No. - N° de dossier cz002.EP361-130030	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$CZ-002-62651	
Date of Original Request for Standing Offer 2013-04-29	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-06-06	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: Sigouin, Myriam	Buyer Id - Id de l'acheteur cz002
Telephone No. - N° de téléphone (613) 990-6696 ()	FAX No. - N° de FAX (613) 949-1281
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

This revision is raised to provide a summary of the Offerors' Conference held on May 7, 2013, to advise all Offerors of the questions and answers pertaining to the Request for Standing Offers and to amend the Request for Standing Offers.

MINUTES OF THE OFFERORS' CONFERENCE

Date: May 7, 2013

Time: 1:30 pm

Agenda for the meeting

1. Introduction of PWGSC resources and roles
2. Objective
 - Renewal of Standing Offer and Supply Arrangement
 - Current Instruments expire May 31, 2013
3. Overview of the Requirement
 - Government of Canada Advertising Process. The Advertising Process and more information can be found on <http://www.tpsgc-pwgsc.gc.ca/pub-adv/rapports-reports/2011-2012/tdm-toc-eng.html>
4. Series of the separate solicitations
 - RFSO National Advertising
 - RFSO National Advertising
 - RFSO Public Notices
 - RFSO Aboriginal Set-Aside (Not yet published)
 - RFSO Digital-Only (Not yet published)
5. Overview of the Request for Standing Offers and Supply Arrangements
 - Summary of the different parts and annexes of the document
6. Question period

QUESTIONS AND ANSWERS

Question 1:

The requirement states that Offeror's can submit up to three resources but must submit at least one. Is it okay if we do only submit one resource per key category of service?

Response 1:

Yes.

Question 2:

Can one resource be submitted/approved under multiple key categories of service?

Response 2:

Yes. One resource can be submitted for more than one category of service. A resource must meet the minimum qualifications for key categories of service for which they are proposed.

Question 3:

Under C.1.1 Experience of the Offeror (Mandatory) and subsequently C.2.1 Experience of the Offeror (Rated), the required submitted samples do not appear to need to have been national in scope. However, under C.2.2.2 Media Strategy and Direction, it requires that the submitted resource have national media

Solicitation No. - N° de l'invitation

EP361-130030/A

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

cz002

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

EP361-13-0030

File No. - N° du dossier

cz002EP361-130030

CCC No./N° CCC - FMS No/ N° VME

planning experience and requires provision of campaigns that relate this experience. Please clarify this difference.

Response 3:

The three campaign samples to be submitted under both C.1.1 and C.1.2 do not need to have been national in scope.

The campaign samples to be submitted under C.2.2.2 should demonstrate the proposed resource's experience in planning national media campaigns to reach English and French audiences.

Question 4:

Under C.2.2 Key Personnel, the requirement states that CV's should be limited to two (2) pages. Is this a firm maximum?

Response 4:

Yes. The CV's should respond to the specific criteria being evaluated for each key category of service.

Question 5:

Who is the incumbent Set-Aside Standing Offer holder?

Response 5:

Poirier Communications.

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR STANDING OFFERS REMAIN UNCHANGED

If your proposal has already been submitted it can be modified by sending an amendment identified with file no. EP361-130030/A to the attention of the Bid Receiving Unit, Public Works and Government Services Canada, Place du Portage, Phase III, Main Lobby, Core A1, 11 Laurier St., Gatineau, Quebec, K1A 1C9.