

RETURN BIDS TO:

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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

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

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 ELECTRONIC PUBLISHING	
Solicitation No. - N° de l'invitation 19294-090124/A	Date 2013-02-14
Client Reference No. - N° de référence du client 19294-9-0124	Amendment No. - N° modif. 002
File No. - N° de dossier cw013.19294-090124	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-013-61970	
Date of Original Request for Standing Offer 2013-01-17	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-02-25	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: Papadatos, Tasia	Buyer Id - Id de l'acheteur cw013
Telephone No. - N° de téléphone (613) 990-6690 ()	FAX No. - N° de FAX () -
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		

The purpose of this amendment is to answer questions by suppliers and to add a new Basis of Payment Excel spreadsheet which replaces the old Excel spreadsheet.

Q1. Should the documents be Deduplicated. If so, should the duplication be run against the entire collection, or by USB source?

A1. No. Follow the instructions as provided in T2.

Q2. For the PST, should the documents be processed in ascending order based on the author of the email (alphabetical), or the date sent? Oldest to newest or newest to oldest?

A2 See page 58

(7) For the ESI supplied in a PST (.pst) file, assign Document_IDs in accordance with the extraction of email messages based on the hierarchical, alphanumeric (A-to-Z) structure of mail folders, with the resulting sub-groups of email messages sorted by date sent (oldest to most recent). For example, email messages extracted from the root mail folder of the PST file would be the first to be assigned Document_IDs (sorted by date sent, from oldest to newest), followed by email messages extracted from the first encountered mail folder based on its place in the hierarchy and its alphanumeric name (e.g. if a root mail folder 'A' has two sub-folders, 'Apples' and 'Oranges', the contents of folder 'A' would be numbered first, followed by the contents of folder 'Apples', followed by the contents of folder 'Oranges'). Do not assign Document_IDs to files excluded as part of the first step (system files and files/email created/modified before 1 June 2006). Capture information relating to Source/Attachment relationships between email messages and their attachments.

Q3. Should we provide objective coding for the attachments to emails, as well as the electronic documents located on the second USB?

A3 See page 61

T2.02 ESI Metadata Extraction, RecordType Capture, Batch Coding, and Normalization Offerors are to produce and submit with their offer additional field information and coding for the ESI Test Set generated for T2.01. The field information is to be included in the 'Ringtail export.mdb' file created for the T2.01 technical evaluation. Offerors are to follow the RFSO test instructions below (in cases where there is a discrepancy between the test instructions and default specifications in Annex "D" and Annex "E", the RFSO test instructions take precedent).

Offerors are being evaluated on their ability extract metadata, batch code, and normalize field information - Offerors are not being evaluated on the Annex "A" (Statement of Work) for this test set and are to follow the instructions detailed below. These instructions are to only be performed on ESI ultimately included in the 'Ringtail export.mdb' file generated for T2.01.

Objective coding is not to be performed on the ESI Test Set

Q4 For any documents that cannot be imaged, can you please provide instructions on an appropriate placeholder image? Please indicate which metadata fields should be listed on the placeholder, or if it should just explain that the document is a file type excluded from imaging.

A4: Example for a zipped file:

File Placeholder
Zip file
someonesfile.zip

See page 58.

(2) Generate image placeholders for encrypted files and zip files and supply a processing/exception report (file-by-file) listing all such files.

Q5. Do any or all documents require a link to the native file within the export?

A5. No. Follow instructions in T2.

Q6. Can you ask DOJ to specify the hierarchy of date created to date modified for the purposes of this evaluation?

A6. Created before modified. For clarification purposes created equates to Date Sent for the purposes of the email pre-process.

Q7

We are to unitize the paper documents as per the break sheets inserted and when we did the same we ended up with 36 documents instead of 40 that we are supposed to have. Actually, there are four places where we think attachment break sheets can be inserted to create new documents. Are we allowed to do that or we need to stick to existing Breaksheets which would produce 36 documents.

A7

Correction - Total count is 36 documents

Clarification:

Bundle - Source Information Form

Department: n/a

Branch/Section: n/a

Source/Custodian: n/a

Location: Ottawa ON

Notes: 1st Production from Generic Corporation

Contains - Source/attachments relationships

Total 15 Documents

All other terms and conditions of the Request for Standing Offer remain the same.