

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
 Bid Receiving Public Works and Government
 Services Canada/Réception des soumissions Travaux
 publics et Services gouvernementaux Canada
 Cabot Place, Phase II
 Box 4600
 St. John's, NL
 A1C 5T2
 Bid Fax: (709) 772-4603

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

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

PWGSC / TPGSC - Nfld. Region
 Cabot Place, Phase II, 6th Floor
 Box 4600
 St. John's, NL
 A1C 5T2

Title - Sujet RMSO- Temp Help Services		
Solicitation No. - N° de l'invitation EA372-110002/A		Date 2012-05-16
Client Reference No. - N° de référence du client EA372-110002		Amendment No. - N° modif. 002
File No. - N° de dossier XAQ-1-34019 (031)	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$XAQ-031-5582		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2012-05-01
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-11-19		Time Zone Fuseau horaire Newfoundland Standard Time NST
Address Enquiries to: - Adresser toutes questions à: Baird, Janice		Buyer Id - Id de l'acheteur xaq031
Telephone No. - N° de téléphone (709) 772-2999 ()		FAX No. - N° de FAX (709) 772-4603
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		

Amendment is issued to add the following table to allow bidders to easily identify the mandatory requirements.

To be considered responsive

	What Area are you quoting? Submit for each Area Do you have the right solicitation #? Closing date? Spreadsheet? Client references? Sending to the right PWGSC office?		
	General	Action Required	Identify how your company meets this
1	Standard Instructions 2006, Article 05.1 says" Canada requires that each offer, at closing or upon request , be signed by the Offeror or...authorized representative".	Sign front page & submit by solicitation closing	
	Part 4 - Evaluation procedures and Basis of Selection		
4.1.1.1	Mandatory Technical Criteria		
A.	<u>Existing Holders</u> -Grandfathering Certification -Feedback on Environmental (not for evaluation but feedback only)	Sign & Return by closing	
B	<u>New Offerors</u>		
i)	Offeror accessibility to candidates in the geographic Area¹ - a fully- operational, permanent, commercial office - list office address on right location of Excel spreadsheet. - one organization & location per Area ¹ . (no affiliates)	Provide by solicitation closing	
ii)	Offeror availability -office listed above open during normal business hours	Provide by solicitation closing	
iii)	Offeror availability of staff -min 2 full-time staff devoted to temp help for the Area -names (if bilingual, followed by "(B)"/phone numbers/e-mail addresses on spreadsheet	Provide by solicitation closing	
iv)	Offeror standard response times -reply (or acknowledge) within 4 hours -dispatch individual within 48 hours 80% of time or identify date within 24 hours	Provide by solicitation closing	

v)	Offeror Corporate experience on quoted classifications - statement demonstrating in business for at least 1 year - provide 1 or more of the offered classifications for in the Area for a minimum of 3 months prior to submission of Offer - identify month/year that Offeror provided temporary services in the Area	Provide by solicitation closing	
vi)	Offeror corporate contact with whom to escalate problems - provide a list of key contacts	Provide by solicitation closing	
vii)	Offeror legal capacity and information for the purposes of obtaining or confirming security clearance -full legal company name on spreadsheet & operating name (if different)	Provide by solicitation closing	
viii)	Procurement Business Number - Identify PBN number XXXXXXXXXXPGXXXX of above address	Ideally provided by solicitation closing but must have before issuance of Standing Offer	
ix)	Offeror process for testing candidates	Provide by solicitation closing	
	- describe tools/procedures/instruments in place to test skills/aptitudes A) -What hard & soft skills tests? how measured & what level of reliability -how are tests administered B) for Prof/Tech classifications- how are skills assessed/verified C) Do you routinely assess writing? (spelling, punctuation, grammar) oral? Reading? Arithmetic, coding, checking, filing skills & how? D) If Bilingual being offered, permanent bilingual person listed with (B) on spreadsheet	Provide by solicitation closing	
x)	Offeror's Quality Control Process What quality control process	Provide by solicitation closing	

	a) assesses that workers were correctly screened before assignment b) assesses worker performance during assignment c) assesses company and worker service and performance after worker's assignment		
xi)	Client Satisfaction - Provide 3 positive reference letters from clients IN THE AREA being quoted If not contained within each letter, identify: a) Contact persons name & phone number b) Period of the contract c) Dollar value of contract d) Type of service (should be for at least one of the classifications being quoted)	Provide by solicitation closing	
xii)	Insurance - demonstrate insurability as per Part 7, Article 14 of the RFSO	Ideally provided by solicitation closing but must have before issuance of Standing Offer	
xiii)	Workers Compensation Certification - Letter of Good Standing - provide a certificate or letter from Workers' Compens Compensation Board confirming good standing	Ideally provided by solicitation closing but must have before issuance of Standing Offer	
	Security Clearance - must be -At least Designated Organization (DOS) security-cleared WRITE US IF YOU WANT THIS.	Ideally provided by solicitation closing but must have before issuance of Standing Offer	