

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
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

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
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 PRINTING AND MAILING SERVICES	
Solicitation No. - N° de l'invitation EP627-131135/A	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client 20131135	Date 2013-03-12
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-033-62309	
File No. - N° de dossier cw033.EP627-131135	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-03-14	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Podlesny, Sebastian	Buyer Id - Id de l'acheteur cw033
Telephone No. - N° de téléphone (613) 991-4756 ()	FAX No. - N° de FAX (613) 991-5870
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Amendment 005

The purpose of this amendment is to respond to bidder questions.

Q1.. **A.1.2** The filetype is not indicated in the File Identifier. Is it safe to assume that Invoices and Statements are to be uploaded into 2 separate folders?

Invoices and Statement will not be separated, as the process for handling each is identical.

Q2.. **A.2.6** What are the average page amounts per Invoice file? Is there a limit to the number of pages in an Invoice?

Invoice files typically have two (2) pages (1 sheet). It is very rare for an invoice to exceed ten (10) pages (5 sheets). However, there is not limit to the number of pages in an invoice.

Q3.. **A.2.6** What are the average page amounts per Statement file? Is there a limit to the number of pages in a Statement?

Statement files typically have two (2) pages (1 sheet). It is very rare for a statement to exceed ten (10) pages (5 sheets). However, there is not limit to the number of pages in a statement.

Q4.. **A.2.7.1** For extracting the address from the first page of each form to print on labels, will each address come in a standardized format? Will it be the same number of lines each time or could it differ? For example, would some addresses contain a Company Name or Address 2? Can you provide sample PDF files?

The address will always have a similar format. However, the number of lines may change. The address will generally fit in the envelope window.

Q5. Is there any matching of personalized information on one or more invoices, statements and/or forms, so that they go into the same envelope?

No, there is no matching of personalized information for invoices, statements, or forms. Each invoice/statement/form will be in a separate envelope.

Q6. Could you confirm if the invoices, statements and forms require to be folded as indicated in the 9 X 12 envelopes? In A8, B7 & C8 and are the envelopes open sided?

The forms going into the 9 x 12 envelopes do not require to be folded for insertion into the 9 x12 envelopes. The envelopes are open sided per specifications.

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL REMAIN UNCHANGED.

If your bid has already been submitted it can be modified by sending an amendment identified with file no. EP627-131135/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 0S5, facsimile (819) 997-9776.