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**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**

Linguistic Services Division / Division des services linguistiques  
 PSBID, PWGSC / DIASP,TPSGC  
 11 Laurier St. / 11, rue Laurier  
 10C1/Place du Portage, Phase III  
 Gatineau  
 Québec  
 K1A 0S5

<b>Title - Sujet</b> TRANSLATION - STANDING OFFERS	
<b>Solicitation No. - N° de l'invitation</b> 5P004-100154/B	<b>Date</b> 2012-12-20
<b>Client Reference No. - N° de référence du client</b> 5P004-100154	<b>Amendment No. - N° modif.</b> 004
<b>File No. - N° de dossier</b> 519zf.5P004-100154	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZF-519-25130	
<b>Date of Original Request for Standing Offer</b> 2012-11-27	
<b>Date de la demande de l'offre à commandes originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-01-07</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Souleiman, Mohamed	<b>Buyer Id - Id de l'acheteur</b> 519zf
<b>Telephone No. - N° de téléphone</b> (819) 956-8348 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> 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**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
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)		
<b>For the Minister - Pour le Ministre</b>		

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**This amendment is raised to answer questions raised for the Request for Standing Offer number 5P004-100154/B, as follow:**

**Question 1**

RE: Attachment 1 to Part 3, Pricing Schedule, and AMD001 Question and Answer #3

Could you please clarify the Pricing Schedule, specifically Column C? The current heading for Column C indicates that all items in Column C are calculated by the formula of "Column A x (2 x Column B)". However, in the wording, it appears that this applies only to the Initial Period of the Standing Offer and that the remainder of the table (all the option years) should be calculated based on simply "Column A x Column B". Could you please confirm and amend the table to clearly articulate how the financial bid will be scored?

**Answer**

The formula Column A x (2 x Column B) in Column C of the table in the Pricing Schedule applies ONLY to the initial period of the Standing Offer since this initial period extends over two years. Therefore, multiply the volume by two to get the total over two years.

For optional periods, the formula (A x B) must be used because these periods are for one year only.

**Question 2**

RE: AMD002, Question and Answers #1, #4, #5

In Q&As 1, 4 and 5 in AMD 002 you indicate that the work can be done by telecommuting/off-site. It is our understanding that many of the documents require SECRET Clearance. Even when dealing with documents as low as the Protected B level there are restrictions regarding the handling and transmission of such documents. As such, is there any kind of verification that the Crown will undertake before standing offer issuance to ensure bidders have the capacity onsite to handle the volume of documents requiring security clearance? If there is no such verification or requirement, the Crown could end up with inadequate capacity for handling such documents and/or introduce a risk that such documents may be handled inappropriately in order to complete the work.

**Answer**

Part 6, section 1.1, Security Requirements of the RFSO states that:

"Before issuance of a Standing Offer, the following conditions must be met:

- a. the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
- b. the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7A - Standing Offer;
- c. the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites."

Moreover, Part 7, Standing Offer and Resulting Contract Clauses, section A

2 of the RFSO states that:

Solicitation No. - N° de l'invitation

5P004-100154/B

Amd. No. - N° de la modif.

004

Buyer ID - Id de l'acheteur

519zf

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

5P004-100154

File No. - N° du dossier

519zf5P004-100154

CCC No./N° CCC - FMS No/ N° VME

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- a. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of SECRET, with approved Document safeguarding at the level of SECRET.
  - b. The Contractor/Offeror personnel requiring access to CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of SECRET, granted or approved by the CISD, PWGSC.
  - c. Processing of CLASSIFIED information electronically at the Contractor's site is NOT permitted under this Contract.
  - d. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
  - e. The Contractor/Offeror must comply with the provisions of the:
    - i. Security Requirements Check List and security guide (if applicable), attached at Annex C;
    - ii. Industrial Security Manual (Latest Edition)."

PWGSC's Canadian Industrial Security Directorate (CISD) provides personnel screening services for industry contractor personnel, ensures security and inspection of companies which have access to protected and classified information and assets and ensures the safeguarding of protected and classified government assets.

For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders"

(<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>)

document on the Departmental Standard Procurement Documents Web site.

**All other terms and conditions remain unchanged**