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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><br>TRANSLATION - STANDING OFFERS  |   |
| <b>Solicitation No. - N° de l'invitation</b><br>5P004-100154/B   | <b>Date</b><br>2012-12-10                   |
| <b>Client Reference No. - N° de référence du client</b><br>5P004-100154  | <b>Amendment No. - N° modif.</b><br>002     |
| <b>File No. - N° de dossier</b><br>519zf.5P004-100154  | <b>CCC No./N° CCC - FMS No./N° VME</b>      |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$\$ZF-519-25130   |   |
| <b>Date of Original Request for Standing Offer</b><br>2012-11-27   |   |
| <b>Date de la demande de l'offre à commandes originale</b>   |   |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2012-12-20</b>   |   |
| <b>Time Zone</b><br><b>Fuseau horaire</b><br>Eastern Daylight<br>Saving Time EDT   |   |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Souleiman, Mohamed  | <b>Buyer Id - Id de l'acheteur</b><br>519zf |
| <b>Telephone No. - N° de téléphone</b><br>(819) 956-8348 ( )   | <b>FAX No. - N° de FAX</b><br>( ) -         |
| <b>Delivery Required - Livraison exigée</b>  |   |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>  |   |
| <b>Security - Sécurité</b><br>This revision does not change the security requirements of the Offer.<br>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><br><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)<br>Nom et titre de la personne autorisée à signer au nom du proposant.<br>(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**

A very large number of our employees are hired mainly in telecommuting mode and communicate with each other many times a day (e-mail, phone, Skype). In Section 7, you state that "All work must be performed at the Contractor's premises." Please change the criterion to accept telecommuting options by Offerors that give as good results as if all employees are working under one roof.

**Answer**

No problem with telecommuting mode. However, translators and editors assigned to Parks Canada will have to remain the same.

**Question 2**

Can an Offeror bid on a single stream of Work, for example, only for Level 1 Translation Services?

**Answer**

No, an Offeror cannot bid on a single stream of Work.

**Question 3**

- a. What is the rationale for requiring that businesses have translated a minimum of 1,300,000 each year for 7 years, thus limiting the number of companies that can participate in the competitive process for this solicitation?
- b. Why have you put in place a contract bidding process like this one that does not eliminate obstacles from the selection and assessment process that have the effect of limiting the participation of qualified suppliers?
- c. Is this not contrary to the direction taken by the federal government in this area?
- d. Why did you choose to discourage competition and to deny an equal opportunity to make a proposal to companies that have the required skills?
- e. Is it not the purpose of Government of Canada procurement policies to acquire goods and services in a manner that enhances access, competition and fairness and results in best value or, if appropriate, the optimal balance of overall benefits to the Crown and the Canadian people?

It is not a requirement of the Government of Canada's policy regarding public contracts that:

- f. They shall be conducted in a manner that will stand the test of public scrutiny in matters of prudence and honesty, facilitate access, encourage competition and reflect fairness in the spending of public funds?
- g. Work descriptions or specifications must be defined in terms of clear outputs or performance requirements that will encourage and accommodate the use of the competitive process?

- h) Whenever practical, an equal opportunity must be provided for all firms and individuals to compete, provided that they have, in the judgement of the contracting authority, the technical, financial and managerial competence to discharge the contract and meet, where appropriate, the established objectives?

These are but a few principles of government policy on public procurement that seem to be ignored in this request for proposals. By including such a restrictive and excessive criterion as the one mentioned above, you eliminate from the competitive process qualified companies that have provided high quality translation services over the years to the same customer to which this RFP is addressed.

## Answer

### Answer to question a)

In summary, the Parks Canada Agency has a need for translation, editing and updating services from English to French and from French to English. The objective is to develop up to four (4) individual standing offers that would be national and multi-year in scope to meet the Agency's needs for translation, editing and updating.

In Annex A - Statement of Work, Section 3 - Scope and Business Requirements (page 35), it is stated that the number of transactions for translation services is more than 3,000 per year, with over 8 million words translated annually.

Thus:

8,000,000 words per year to be divided between four standing offers is equivalent to 2,000,000 words to be translated per year and per standing offer. We have reduced this requirement to 1,500,000 words, that is 1,300,000 words from English to French and 200,000 words from French to English per year and per standing offer since about 80% of the translations are from English to French and the rest from French to English.

Continuing this line of reasoning:

1,500,000 words per year represent 125,000 words per month for a standing offer and therefore 4,167 words per day.

### Answer to question b), c), d), e), f), g) and h)

The Request for Standing Offers document and its technical criterias have been created to meet a precise business operation requirement of Parks Canada Agency while ensuring an open, fair and transparent process.

### Question 4

Could you explain what means the expression "in-house" in section 1.2 of the Technical Criteria, p. 19? Must an in-house translator be an employee of the Offeror or is a subcontractor working at the Offeror's place of business also acceptable?

## Answer

Ideally, it is preferable that translators/revisors, whether they are employees or subcontractors of the Offeror, work from the Offeror's place of business. However we agreed to be flexible on this issue and

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5P004-100154/B

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002

File No. - N° du dossier

519zf5P004-100154

Buyer ID - Id de l'acheteur

519zf

CCC No./N° CCC - FMS No/ N° VME

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also allow subcontractors to telework on the condition that translators/revisors assigned to Parks Canada are always the same people.

**Question 5**

As per section 4.1 - Statement of Work, can you confirm that all work, including work that does not require a security clearance from the offerer's translators, must be carried out at the Contractor's secure site?

**Answer**

Ideally, it is preferable that translators/revisors, whether they are employees or subcontractors of the Offerer, work from the Offerer's place of business. However we agreed to be flexible on this issue and also allow subcontractors to telework on the conditions that translators/revisors assigned to Parks Canada are always the same people and that the documents they work on outside of the Offerer's premises do not require a security clearance.

**All other terms and conditions remain unchanged**