



Amendment No. 004

This Amendment No. 004 has been raised to answer questions from industry, as per the following.

Question 004: Does the \$100,000.00 set aside for travel expenses (Annex B Proposed Basis of Payment, article 2.0) apply only to the scheduled meetings of chaplains and/or the contractor with CSC described under Annex A Statement of Work, article 9.2?

Answer 004: Yes, the \$100,000.00 is set aside for the scheduled meetings described in article 9.2 of Annex A, Statement of Work.

Question 005: If so can we assume then that other work related travel expenses are to be included in the financial bid?

Answer 005: As indicated in Part 3 Bid Preparation Instructions, Section II Financial Bid, article 1.3:

1.3 The rates specified in the financial proposal, when quoted by the Bidder, must include provision of all of the services described in Annex A - Statement of Work, **including** the total estimated cost of all travel and living expenses that may need to be incurred for:

- a. work described in Annex A, Statement of Work, of the bid solicitation required to be performed at the Institutions listed under Annex E – List of Regions and Institutions.
- b. travel between the successful bidder's place of business or the successful bidder's proposed resources' residence or place of business and the Institution(s); and
- c. the relocation of resources to satisfy the terms of any resulting contract. These expenses cannot be charged directly and separately from the professional fees to any contract that may result from the bid solicitation.