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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
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Issuing Office - Bureau de distribution
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11 Laurier St./ 11 rue, Laurier
6B1, Place du Portage
Gatineau, Québec K1A 0S5

Title - Sujet PORTABLE SURGICAL TABLE	
Solicitation No. - N° de l'invitation W3931-120157/B	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client W3931-120157	Date 2013-08-28
GETS Reference No. - N° de référence de SEAG PW-\$\$PV-883-63096	
File No. - N° de dossier pv883.W3931-120157	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-09-17	
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: Saunders, Lynda	Buyer Id - Id de l'acheteur pv883
Telephone No. - N° de téléphone (819) 956-6851 ()	FAX No. - N° de FAX (819) 956-3814
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 004 has been raised to modify the Request for Proposal (RFP) document and to publish all answers to questions received as of August 6, 2013.

A. MODIFICATION TO RFP

A1. Under PART 3 - BID PREPARATION INSTRUCTIONS

On Page 6, delete **Article 1.1.5** in its entirety.

A2. Under PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

On Page 8, under **Article 1.2 Financial Evaluation**, delete sub-article c) in its entirety and replace with the following:

“c) for bid evaluation purposes only, the total bid price will be determined by multiplying 2 x (initial) + 100 x (optional) + sum of 1 of each optional additional accessories x the firm unit price quote for each as detailed in **Appendix 1** to this annex entitled “*Calculation of Total Price*”.

A3. Under PART 6 - RESULTING CONTRACT CLAUSES

On Page 10, delete **Article 4.2** in its entirety and replace with the following:

“4.2 - Delivery – Optional Requirements

Deliverables requested under any optional period, if exercised, must be received within thirty (30) calendar days for orders of forty (40) Portable Surgical Tables or less and within sixty (60) calendar days for orders of forty-one (41) Portable Surgical Tables or more from the initial request of order.”

A4. ANNEX A - TECHNICAL SPECIFICATIONS, Article 2.2 ACCESSORIES, amend as follows:

a) Delete **Article 2.2.1** in its entirety and replace with the following:

“2.2.1 One (1) Mayo tray which must be adjustable to allow placement on either side of the patient’s head.”

b) Delete **Article 2.2.3** in its entirety and replace with the following:

“2.2.3 A minimum of one IV pole. The pole tower must be able to support a minimum weight of 6 kg.”

ALL OTHER TERMS AND CONDITIONS OF OTHE RFP REMAIN UNCHANGED

B. ANSWERS AND QUESTIONS

- Q7. On Page 3, 2 – Requirement, references “Line Item Detail.” Where is definition of Line Item Detail found?**
- A7.** The "Line Item Detail" page was omitted in error from the initial RFP and is now included under Page 2 of this Amendment.
- Q7.1 Specifically, should the portable surgical table be quoted with all accessories or should the table and accessories be priced on a line item basis plus grand total?**
- A7.1** The total price of each table is to include the cost of the table along with one of each of the accessories identified under Annex A, Article 2.2 of the RFP. For ease of calculation, Appendix 1 to Part 4 - Calculation of Total Price has been included. Bidders are requested to complete the Appendix 1 to Part 4 attached herein and submit it as part of their Financial Bid.
- Q8. On Page 6, 1.1.5 Delivery – Optional Requirements, asks for period of time following the initial order whereby the optional tables can be ordered. Please clarify does this mean how many days lead time are required in advance of the delivery of the optional order or does it mean what is the maximum number of days after the delivery of the initial order that the optional order can be placed? How should the bidder respond if they are willing to accept an order for a batch of 20 up to 120 days prior to the expiration of the optional period?**
- A8.** Bidders are to indicate the length of time it will take to deliver an order when a request for additional tables has been received. **Article 1.1.5 - Delivery - Optional Requirements** has been deleted in its entirety. **Article 4.2 Delivery - Optional Requirements** have been revised. Refer to **Modification to RFP, Article A2.** above.
- Q9. On Page 8, Article 1.2 – Financial Evaluation, references a bid evaluation formula. Do the “initial” and “optional” prices include the surgical table accessories or not? Additionally, does the formula use the price of only one complete set of accessories for evaluation? Please clarify or provide an example of the calculation.**
- A9.** Yes. Each table must include the accessories as identified under Article 2.2 under **Annex A - Technical Specifications** of the RFP in the price. **Article 1.2 Financial Evaluation, sub-article c)** has been revised. Refer to **Modification to RFP, Article A2.** above.
- Q10. Annex A - Article 2.1.10. Indicates the portable surgical table must maintain a fully-loaded stretcher in a horizontal position. Do the users require Trendelenburg or reverse-Trendelenburg position?**
- A10.** The mandatory position required for the PST is the horizontal position. If additional positions are offered then that would be acceptable.

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- Q11. Annex A - Article 2.1.17 - Our product has handgrips that are accessible to move the unit without a stretcher in place. Once the stretcher is locked in place, the handgrips of the stretcher itself become what is then used to move the PST between locations. These stick out beyond the PST and are more accessible and easy to use. The PST handgrips are still accessible however the primary handgrips for moving the unit are of the stretcher/litter/backboard. Is this design acceptable?**
- A11.** Yes, such handgrips design are acceptable.
- Q12. Annex A - Article 2.2.1. What is the max height range necessary of the tray?**
- A12.** There is no maximum height range required.
- Q13. Annex A - Article 2.2.1. In terms of the placement of the tray relative to the patient: what is the range of its possible locations.**
- A13.** Refer to **Modification to RFF, Article A4**, item a) above.
- Q14. Annex A - Article 2.2.2. What is maximum height required and preferred diameter for the accessory tower?**
- A14.** There is no maximum height or specific diameter required.
- Q15. Annex A - Article 2.2.2. In terms of placement of the medical accessory tower relative to the patient: what is the range of its possible locations.**
- A15.** There are no range limits required.
- Q16. Annex A - Article 2.2.4. In terms of placement of the light source relative to the patient: what is the range of its possible locations.**
- A16.** There are no range limits required.
- Q16. Annex A - Article 2.2.5. Is there a preferred range of height and motion for the arm rest?**
- A16.** No.
- Q17. Annex A - Article 2.2.5. In terms of placement of the arm rest relative to the patient: what is the range of its possible locations?**
- A17.** There are no specific range limits required.

ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED.

APPENDIX 1 TO PART 4
CALCULATION OF TOTAL PRICE

For evaluation purposes only, the total price shall be established as follows:

	<u>Extended Price</u>
A. PORTABLE SURGICAL TABLES	
A1. <u>Initial Period</u> (from date of contract award to 31 March 2014)	
Portable Surgical Tables	
Firm Unit Price: \$ _____ x quantity of 2	\$ _____
A2. <u>Optional Period 1</u> (from date of contract award to 31 March 2015)	
Portable Surgical Tables	
Firm Unit Price: \$ _____ x estimated quantity of 100	\$ _____
TOTAL PRICE FOR A.	\$ _____
B. OPTIONAL ADDITIONAL ACCESSORIES	
Mayo Tray Firm Unit Price \$ _____ x qty of 1	\$ _____
Medical Accessory Tower Firm Unit Price \$ _____ x qty of 1	\$ _____
IV Pole Firm Unit Price \$ _____ x qty of 1	\$ _____
Adjustable Halogen Light Firm Unit Price \$ _____ x qty of 1	\$ _____
OR	
Adjustable LED Firm Unit Price \$ _____ x qty of 1	\$ _____
Movable Padded Adjustable Arm Rest	
Firm Unit Price \$ _____ x qty of 1	\$ _____
TOTAL PRICE FOR B.	\$ _____
TOTAL BID PRICE (A.+B.)	\$ _____
APPLICABLE TAXES	\$ _____
TOTAL OVERALL COST	\$ _____