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K1A 0S5

Bid Fax: (819) 997-9776

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

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 Events Planning and Management-CFC		
Solicitation No. - N° de l'invitation W8160-130009/C		Date 2013-10-02
Client Reference No. - N° de référence du client W8160-13-0009		Amendment No. - N° modif. 002
File No. - N° de dossier cx027.W8160-130009	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$\$CX-027-63560		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2013-09-25
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-10-16		Time Zone Fuseau horaire Eastern Standard Time EST
Address Enquiries to: - Adresser toutes questions à: Buck(CX Div.), Daniel		Buyer Id - Id de l'acheteur cx027
Telephone No. - N° de téléphone (613) 998-8588 ()	FAX No. - N° de FAX (613) 993-2581	
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité 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

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

AMENDMENT 002

The purpose of this amendment is to:

A) Respond to bidder's questions:

Question 1: Reference is made to section 2.2 page 17 Status and availability of resources. Based on experience, some events of the CFC require two senior event managers to be on-site, therefore a third pre-qualified back up resource should be available to respond. In the last RFSA the third pre-qualified back-up resource was a mandatory requirement. Can you clarify the reason why it was removed and is no longer a requirement in this RFSA?

Answer 1: Please refer to Amendment 001 for Solicitation No. W8160-130009C.

Question 2: PWGSC is attempting to hold the bidder to an all-inclusive rate for all resource categories in the current BEV. We have 2 issues with this:

- a. There is a varying level of experience required to perform the Event Management Services (i.e. Some events require more/less time from the senior event manager and less from others such as an event coordinator or event assistant). You cannot pro-rate the fixed all-inclusive price to fit all event complexities. Under the current evaluation criteria the firm all-inclusive hourly rate does not recognize the level of expertise required by the resources named in the mandates – Senior Event Manager. As an example, a group movement from Toronto to Ottawa is much less complex than taking the same group from Toronto to Russia, Finland, Sweden, Norway and Denmark.
- b. Since the number of hours is for evaluation purposes only, this method of evaluation could lead a firm to lowball an hourly rate and then increase the number of hours when a statement of work is issued. There is no control or accountability process.

We recommend that a sample project for the purpose of BEV be included to make the financial component fair and less likely for "misinterpretation and ambiguity".

Answer 2: The financial evaluation as specified Annex B Basis of Payment requires that offerors to submit an all-inclusive rate for Event Management Services rather than identifying rates for each individual resource. Offerors must submit an all-inclusive rate for Event Management Services that takes into consideration the complexities associated with the specified services and events as indicated in Annex A Statement of Work and Appendix 1 to Annex A Statement of Work - Anticipated List of Events. The level of effort for each call-up issued under the resulting standing offer must reflect requirements of the event. The financial evaluation will remain unchanged.