

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions -
TPSGC
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
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

Title - Sujet RFSA	
Solicitation No. - N° de l'invitation EN966-140305/B	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20140305	Date 2013-10-16
GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-504-26445	
File No. - N° de dossier 504zf.EN966-140305	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-10-28	
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: Cardinal, France	Buyer Id - Id de l'acheteur 504zf
Telephone No. - N° de téléphone (819) 956-1778 ()	FAX No. - N° de FAX (819) 956-9235
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

Solicitation No. - N° de l'invitation

EN966-140305/B

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

20140305

Amd. No. - N° de la modif.

002

File No. - N° du dossier

504zfEN966-140305

Buyer ID - Id de l'acheteur

504zf

CCC No./N° CCC - FMS No/ N° VME

This amendment is raised to publish the Industry Consultation Process for the focus groups.

The document, attached, contain all the instructions for the suppliers.

**PROJECT FOR THE MODERNIZATION OF THE TRANSLATION
BUREAU'S (THE BUREAU'S) SUPPLIER DIRECTORY**

EN966-140305/B

INDUSTRY CONSULTATION PROCESS

FOCUS GROUP PARTICIPATION

Introduction

As was indicated in Request for Information Number EN966-140305/B relating to the project for the modernization of the Translation Bureau's supplier directory, the Translation Bureau and Public Works and Government Services Canada (PWGSC) intend to form focus groups to elicit feedback and recommendations from suppliers on the draft Request for Supply Arrangement (RFSA).

Focus groups

The consultation process consists of a series of focus group sessions in the two official languages to which members of the industry and representatives of PWGSC and the Translation Bureau are invited.

Suppliers that would like to participate in one of the focus groups will be able to do so in person, or via videoconference from one of the buildings selected in the regions.

Suppliers' participation in focus groups is voluntary. Canada will not cover any costs or expenses incurred by suppliers in connection with participation in focus groups.

Participants will be selected on a first-come, first-served basis and in accordance with the principle of representativeness. Only one representative per firm or association may participate in a focus group. Canada reserves the right to determine the composition of the focus groups and to cancel one or more sessions.

The focus group sessions will be held in the two official languages. All participants, including the moderator and Crown representatives, are free to express themselves in the language of their choice. Therefore, proficiency in both official languages is essential.

The discussions will focus on the document entitled *Draft Request for Supply Arrangement – Modernization of the Translation Bureau's Directory of Linguistic Services Suppliers*.

The aim of the focus group sessions is to elicit feedback and recommendations from the industry with respect to the draft mentioned above.

The comments and recommendations from the participants during the focus group sessions may be used to develop the final version of the Request for Supply Arrangement (RFSA) for the Modernization of the Translation Bureau's Directory of Linguistic Services Suppliers.

All comments and recommendations made by participants during the focus group sessions may be subject to a comprehensive review by Canada.

Canada reserves the right to consider all or part of the comments and recommendations made by the participants during the focus group sessions.

Canada will not disclose proprietary or commercially sensitive information to other participants or to third parties, except and only to the extent required by law.

Times and locations

Date	Location (NCR)	Participation via videoconference
Monday, November 18, 2013 9 a.m. to 4 p.m., Eastern Standard Time (EST)	Room 807, 8th floor 70 Crémazie Street Gatineau, Quebec	N/A
Tuesday, November 19, 2013 9 a.m. to 4 p.m., Eastern Standard Time (EST)	Room 817, 8th floor 70 Crémazie Street Gatineau, Quebec	N/A
Wednesday, November 20, 2013 9 a.m. to 4 p.m., Eastern Standard Time (EST)	Room 807, 8th floor 70 Crémazie Street Gatineau, Quebec	<p>Montreal Place Bonaventure Room 820, 8th floor, 800 De la Gauchetière Street, Montreal, Quebec</p> <p>Quebec City Room 301-14, 3rd floor 1550 D'Estimauville Avenue, Quebec City, Quebec</p>
Friday, November 22, 2013 9 a.m. to 4 p.m., Eastern Standard Time (EST)	Room 807, 8th floor 70 Crémazie Street Gatineau, Quebec	<p>Moncton Restigouche Boardroom, 3rd floor, 1045 Main Street Moncton, New Brunswick</p> <p>Toronto Willowdale Room, 10th floor, 4900 Yonge Street Toronto, Ontario</p>
Monday, November 25, 2013 11 a.m. to 5 p.m., Eastern Standard Time (EST)	Room 807, 8th floor 70 Crémazie Street Gatineau, Quebec	<p>Vancouver Room 1535, 800 Burrard Street Vancouver, British Columbia</p> <p>Winnipeg Canadian Grain Commission Building Room 500, 5th floor 303 Main Street Winnipeg, Manitoba</p>

How to participate

Suppliers that would like to participate in one of the focus group sessions have until October 28, 2013, to confirm their attendance to PWGSC.

Confirmation must be emailed to france.cardinal@tpsgc-pwgsc.gc.ca.

The email must include the following information:

- (a) Name of the firm
- (b) Name of the person who will act as the representative of the firm (only one representative is authorized to participate in a focus group)
- (c) First, second and third choices of participation dates (please select three dates in order of preference; write the figures 1, 2 and 3 next to the desired dates)
- (d) Type of participation (in person or via videoconference)
- (e) Signed Rules of Engagement form

A few days after registration, participants will receive an email providing details of the time and location of the consultation session and of the location that they are to go to in order to participate via videoconference, depending on the type of participation selected.

In case of cancellation, participants will be advised by email.

Participants are requested to arrive 15 minutes before the beginning of the consultation session.

The cost of meals and parking is to be covered by the participants.

GATINEAU

General information

Meeting room 807 and 8017 are located on the 8th floor, at 70 Crémazie Street.

When you arrive, you must report to the security desk on the ground floor. You will also have to provide an identification card.

ACCESS TO 70 CREMAZIE STREET

To get to 70, Crémazie street, take St-Joseph Boulevard and turn on Amherst. Here's the link to Google Maps:

http://maps.google.ca/maps?f=q&source=s_q&hl=fr&geocode=&q=rue+cr%C3%A9mazie,+hull&ll=45.432687,-75.731013&sspn=0.006791,0.013754&ie=UTF8&ll=45.433108,-75.731184&spn=0.006791,0.013754&z=16

Facilities

Kitchen

A kitchen is available on the 8th floor. It is equipped with:

- refrigerators and microwave ovens for your lunch;
- vending machines providing water, juice and soft drinks in cans and bottles;
- vending machines providing chocolate bars, potato chips and so on;

Don't forget to bring small change!

Other services

- Café Van Houtte (on the ground floor). The perfect place for soup, salad or a sandwich.
- Tables outside, so you can sit outside when the weather is nice. Bring your lunch!

- Restaurants nearby (on Saint-Joseph Blvd., on Montcalm Street and at Galeries de Hull)

Parking

All visitors to the Translation Bureau who wish to use a parking space must obtain a temporary parking ticket from the parking booth. The parking attendant will indicate where you can park.

\$2.00 / 30 minutes or less

\$8.00/day

Paid parking is also available at 201 Montcalm Street. The rate is \$2 an hour, for up to \$10 per day.

Bicycles

Bicycle racks are available behind the building.

Public transportation

Several STO buses stop near the Crémazie Building.

Route numbers	Stops
36, 37, 38, 20 and 21	Saint-Joseph Blvd.
35	Montcalm Street

For more information:

STO: http://www.sto.ca/index_e.asp

OC Transpo: http://www.octranspo.com/Main_Menue.asp

MONTREAL

General information

Place Bonaventure
 800 de la Gauchetière Street West
 North-West Portal, 8e floor, room 820
 Montreal

When you arrive, you must dial 514-452-8124 on the phone located near the door. You will have to provide an identification card.

ACCESS TO PLACE BONAVENTURE

Direct access to:

- Metro Bonaventure and Square Victoria
- Commuter Trains
- AMT's downtown bus terminus
- Express Bus to Airport international Pierre-Elliot-Trudeau

Access by car by highway 10 West or 720 East :

- Highway 10 West: Exit Montréal/Centre-ville. Highway 10 becomes University Street. Place Bonaventure is located at Université and St-Antoine.
- Highway 720 East (also known as the Ville-Marie Expressway): Exit St-Jacques/University. At the fork, keep your left and turn right at the traffic light. Place Bonaventure is located at Mansfield and St-Antoine.

Facilities

Kitchen

A kitchen is available on the 8th floor. It is equipped with:

- refrigerators and microwave ovens for your lunch;
- Coffee machine (\$1.25 per cup);
- vending machines providing chocolate bars, potato chips, and so on);

Other services

- Presse-Café and Marcello's (on the ground floor). The perfect place for soup, salad or a sandwich.
- Restaurants nearby (underground near the Exposition Halls or Gare centrale).

Parking

Underground parking is available at Place Bonaventure and Gare centrale South Plaza.

Paid parking is also available.

Visit this link for more information:

http://en.parkopedia.ca/parking/underground/place_bonaventure/h5a/montr%C3%A9al/

Bicycles

BIXI's station is available nearby the Place Bonaventure.

QUEBEC

General information

Meeting room 301-14 is located on the 3rd floor, at 1550 D'Estimauville.

When you arrive, you must report to the security desk on the ground floor and provide an identification card.

ACCESS TO 1550 D'ESTIMAUVILLE

You can access D'Estimauville Avenue from Félix-Leclerc (40) or from Dufferin-Montmorency (440) freeways. Here's the link to Google Maps:

http://maps.google.ca/maps?f=q&source=s_q&hl=fr&geocode=&q=rue+cr%C3%A9mazié,+hull&sil=45.432687,-75.731013&sspn=0.006791,0.013754&ie=UTF8&il=45.433108,-75.731184&spn=0.006791,0.013754&z=16

Facilities

Kitchen

A kitchen is available on the 3rd floor. It is equipped with:

- refrigerators and microwave ovens for your lunch;
- vending machines providing coffee;
- small cantine providing chocolate bars, cookies and so on;

Don't forget to bring small change!

Other services

- La Brûlerie D'Estimauville (on the ground floor). The perfect place for coffee, breakfast, lunch, soup, salad or a sandwich, etc.
- Tables outside, so you can sit outside when the weather is nice. Bring your lunch!
- Restaurants nearby (on Canardière Road and Sainte-Anne Boulevard)

Parking

Parking spaces are available in the surrounding streets.

Bicycles

Bicycle racks are available on the South side of the building.

Public transportation

Several RTC buses stop near 1550 D'Estimauville. The building is located 500 meters from Beauport Terminus.

For more information:

RTC (Trajecto): <http://www.rtcquebec.ca/Horairesettrajets/Trajecto/tabid/210/Default.aspx>

MONCTON

General information

Restigouche Boardroom is located on the 3rd floor.

When you arrive, you must report to the security desk on the main floor and provide an identification card.

Facilities

Kitchen

A kitchen is available on the 1st floor. It is equipped with:

- vending machines providing chocolate bars, potato chips and so on;
- Tables and chairs to eat your lunch

Other services

- Tables outside, so you can sit outside when the weather is nice. Bring your lunch!
- Restaurants nearby (To name a few : On Highfield Street there is the T-Bone at Crown Plaza Hotel, just across the street from 1045 Main Street; The Bent Spoon at the Vision Motel, just behind building at 1045 Main Street; Red Satay Grille Rouge (Vietnamese) on the corner of Lutz and St George; Le Petit Cavalier - 52, Weldon Street; Wrapsters - 40 Weldon Street, Weldon Street; Siroco - 40 Weldon Street; Restaurant Hynes at 369 St. George Street; Grafiti - 897 Main Street; and there are also a few other restaurants around

Parking

There are parking meters on Highfield, Main and Weldon Street.

Bicycles

Bicycle racks are available behind the building.

TORONTO

General information

The Willowdale Room is located on the 10th floor, at 4900 Yonge Street.

When you arrive, you must report to PWGSC's reception desk on the 12th floor and provide an identification card.

ACCESS TO 4900 Yonge Street

Our building is located at the corner of Yonge Street and Elmhurst Avenue. Here's the link to Google Maps:

https://maps.google.ca/maps?q=4900+yonge+street+toronto+on&ie=UTF-8&ei=Ir5JUwbkH5bl4AOB1ICABw&ved=0CAgQ_AUoAg

Facilities

- Cafeteria (on the second floor). The perfect place for a soup, salad, sandwich or hot meal.
- Tables outside, so you can sit outside if the weather is nice. Bring your lunch!
- Restaurants nearby (along Yonge Street)

Parking

There is Green P parking at 10 Harlandale Avenue

\$1.75 / 30 minutes or less

\$13.00/day

Bicycles

Bicycle racks are available in front of the building.

Public transportation

We are steps from Sheppard station on the Yonge-University line. Take the Harlandale exit, cross the parking lot and cross Greenfield Avenue to get to our building, which will be on your left.

For more information: <http://www.ttc.ca/>

VANCOUVER

General information

Room 1535 is located at 800 Burrard Street.

When you arrive, you must report to the Commissionnaire at the desk in the lobby. Please ask for Cheryl Weins. An identification card will be required.

Restaurants

There is an array of restaurants nearby.

Parking

Parking available in the building – entrance on Burrard Street.

Bicycles

Bicycle racks are available in front of the building.

Public Transportation

Burrard Skytrain Station is located two blocks from 800 Burrard Street.

Information: <http://www.translink.ca/>

WINNIPEG

General information

Meeting room 500 is located on the 5th floor, at 303 Main Street

When you arrive, you must report to the security desk on the ground floor. You will also have to provide an identification card.

ACCESS TO 303 MAIN STREET

Here's the link to Google Maps:

https://maps.google.ca/maps?expflags=enable_star_based_justifications:true&ie=UTF8&cid=4258741584210974284&q=Canadian+Grain+Commission&iwloc=A&gl=CA&hl=fr

Facilities

Kitchen

A kitchenette is available on the 3rd floor. It is equipped with:

- refrigerators and microwave ovens for your lunch

Other services

- The Grainary Café, located on the ground floor, offers breakfast and lunch menus.
- Benches outside, so you can sit outside when the weather is nice. Bring your lunch!
- Restaurants nearby (on Main Street, Graham Avenue, Portage Avenue and at The Forks National Historic Site).

Parking

Paid parking is available on William Stephenson Way and Waterfront Drive.

Bicycles

Bicycle racks are available behind the building.

Public transportation

Several Winnipeg Transit bus stops near the Canadian Grain Commission Building (303 Main Street).

Bus route 10627 and 10638 stop in front of the building.

For more information:

Winnipeg Transit: <http://winnipegtransit.com/en/>