

**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

<b>Title - Sujet</b> RFSA	
<b>Solicitation No. - N° de l'invitation</b> EN966-140305/B	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> 20140305	<b>Date</b> 2013-10-25
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZF-504-26445	
<b>File No. - N° de dossier</b> 504zf.EN966-140305	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-11-06</b>	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Cardinal, France	<b>Buyer Id - Id de l'acheteur</b> 504zf
<b>Telephone No. - N° de téléphone</b> (819) 956-1778 ( )	<b>FAX No. - N° de FAX</b> (819) 956-9235
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur ( taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

Solicitation No. - N° de l'invitation

EN966-140305/B

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

20140305

Amd. No. - N° de la modif.

003

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 extend the publication of the Industry Consultation Process for the focus groups.***

As part of its linguistic services procurement reform, the Translation Bureau, in collaboration with Public Works and Government Services Canada's Acquisitions Branch (AB), is holding focus group sessions in order to collect comments from suppliers with regard to the Request for Supply Arrangement that it is preparing to launch and that will apply to suppliers of official languages translation and transcription services.

**Effective April 1, 2014, only suppliers with a supply arrangement, in other words suppliers that have successfully applied for registration to our directory, will be able to participate in the Translation Bureau's contracting activities.**

**The focus group sessions will take place from November 18 to November 25. Suppliers who would like to participate in one of the sessions have until November 6, 2013, to confirm their attendance by email to [france.cardinal@tpsgc-pwgsc.gc.ca](mailto:france.cardinal@tpsgc-pwgsc.gc.ca).**

Please read carefully the instructions in the invitation attached for terms relating to the registration for the focus groups.

**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**

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

## **How to participate**

Suppliers that would like to participate in one of the focus group sessions have until November 6, 2013, to confirm their attendance to PWGSC.

Confirmation must be emailed to [france.cardinal@tpsgc-pwgsc.gc.ca](mailto: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)

A few days after registration, participants will receive an email containing a Rules of Engagement form and 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.

Participants must sign the form and return it by email to the following address:

[france.cardinal@tpsgc-pwgsc.gc.ca](mailto:france.cardinal@tpsgc-pwgsc.gc.ca)

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 8<sup>th</sup> 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](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](http://www.sto.ca/index_e.asp)

OC Transpo: [http://www.octranspo.com/Main\\_Menu\\_e.asp](http://www.octranspo.com/Main_Menu_e.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/](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 3<sup>rd</sup> 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&ll=45.432687,-75.731013&sspn=0.006791,0.013754&ie=UTF8&ll=45.433108,-75.731184&spn=0.006791,0.013754&z=16](http://maps.google.ca/maps?f=q&source=s_q&hl=fr&geocode=&q=rue+cr%C3%A9mazié,+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 3<sup>rd</sup> 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 10<sup>th</sup> floor, at 4900 Yonge Street.

When you arrive, you must report to PWGSC's reception desk on the 12<sup>th</sup> 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](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 5<sup>th</sup> 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](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 3<sup>rd</sup> 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/>