

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

1550 D'Estimauville Avenue

1550, Avenue d'Estimauville

Québec

Québec

G1J 0C7

FAX pour soumissions: (418) 648-2209

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

TPSGC/PWGSC

BFC Bagotville, CP 380

CFB Bagotville, PO Box 380

Bâtiment 71, local 115

Building 71, Room 115

Alouette

Québec

G0V1A0

Title - Sujet Scan Services	
Solicitation No. - N° de l'invitation W0138-13OC49/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client W0138-13OC49	Date 2014-01-20
GETS Reference No. - N° de référence de SEAG PW-\$BAL-001-15776	
File No. - N° de dossier BAP-3-36231 (001)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-28	Time Zone Fuseau horaire Heure Normale du l'Est HNE
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: Tremblay, Marial	Buyer Id - Id de l'acheteur bal001
Telephone No. - N° de téléphone (418) 677-4000 (4159)	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Ministère de la Défense nationale (MDN) / Department of National Defence (DND) 3e Escadre Bagotville / 3 Wing Bagotville Alouette (Québec) G0V 1A0	

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

Enquiries - Bid Solicitation - Clause # 2.3

To ensure consistency and quality of information provided to bidders, significant enquiries received and the replies to such enquiries will be provided simultaneously to bidders to which the bid solicitation has been sent, without revealing the sources of the enquiries.

Here are other questions which we have received until now:

- Question 8 :
- a) You specify the sizes for 91% of the documents and you specify the physical state of the binding for 9% of documents. Can we deduce that for 9% of the bound documents (7% spiral binding and 2% bind) it is 8.5x11 format?
 - b) Is it possible that documents of different formats are stapled or bound together? Ex.: A page document consists mainly of 8.5x11 format in which we could find plans A0 or other.
 - c) In order to be able to determine a price, the percentage of backs containing information is essential. In the eventuality that this data is not available, we usually consider 100% of them, so as to avoid discrepancies between the submitted price and the price charged, Can you give us precisely the percentage of backs that contains information?

- Answer 8 :**
- a) Yes, you can deduce that for 9% of the bound documents (7% spiral binding and 2% bind) it is 8.5x11 format.**
 - b) Yes, it is possible that documents of different formats are stapled or bound together.**
 - c) No, we can not give you precisely the percentage of backs that contains information.**

- Question 9 : Is a computerized list or a database of documents which have to be scanned exist and if so, can you send it to us? The list or database would result in improving the quality of the performance and reduce costs.

- Answer 9 : No list or database.**

Question 10 : Can you clarify what you mean by: Accuracy of characters according to the automation of the software without editing?

Answer 10 : We ask to make the Adobe 's recognition process character in scanned documents to facilitate future research. On the other hand, we do not want a person working to improve the quality and to validate the accuracy of this recognition.

Question 11 : The tender document indicates 8 deliveries of 10 boxes. Can we assume that during a delivery, we may collect the following 10 boxes?

Answer 11 : Yes.

Question 12 : Are you planning to destroy the original documents upon approval of quality performed by DND.

Answer 12 : No.

Question 13 : I guess the planes (sizes C, D and E) are single-sided. Is sheets 11 x 17 inches are also single-sided?

Answer 13 : Yes.

Question 14 : Assuming that the plans are only single-sided, what is the percentage of front / back for letter sized documents, legal and 11 x 17 if necessary?

Answer 14 : Unknown.

Question 15 : When you talk about cost per page in the price schedule, what do you mean by picture? (Normally, a price per image is more accurate as it may have front/ back sheets).

Answer 15 : The cost per page is the same as for one picture. One page front/ back equal 2 pages or 2 images.

Question 16 : Assuming that the plans represent a sheet per document, can you specify what is the approximate number of sheets per document for the rest of the documents?

Answer 16 : No.

Question 17 : a) What is the level of replenishment documents for letter, legal and 11 x 17 inch formats?

b) Should we re-staple documents, replace them into their original folders, in their original binders?

Answer 17 : a) As described in Annex A.

b) Yes.

Question 18 : Regarding indexing, you ask for a directory number in which we insert the documents named by their names:

a) How many characters on average for the number of directories?

b) How many characters on average for the document name?

c) How many documents on average per directory?

Answer 18 : a) Less than 10 characters.

b) Less than 128 characters.

c) Variable.

Question 19 : You ask a price for "Image Enhancement". Our scanning system automatically improves image quality, however, the plans may require manual adjustments.

a) Is it for manual or automatic retouches by the system?

b) Is it only for retouches on the plans?

Answer 19 : a) Automatic.

b) No.

Question 20 : You ask a price for "Optical character recognition (OCR)" apart from "Reading optical images." Is "Reading optical Image" does not include the OCR function in your price list? In other words, do you ask the cost of the OCR completely apart?

Answer 20 : If your scanning equipment have the ability to scan and perform text recognition at the same time, indicate your price accordingly. They are separated in the eventuality that the text recognition and scanning would be in two stages.

Question 21 : Will you extend the date of completion later than March 31 as your solicitation closes January 28?

Answer 21 : No.

Question 22 : In building 62, do you have a loading dock where the carrier would be able to pick up the boxes?

Answer 22 : No. There are 16 stairs (basement) and a distance of 30 feet inside the building # 62 to pick up and return boxes.

All other terms and conditions of the solicitation remain the same.