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**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**

This document contains a Security Requirement

### **Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

### **Issuing Office - Bureau de distribution**

Business Management and Consulting Services Division  
/ Division des services de gestion des affaires et de  
consultation  
11 Laurier St. / 11, rue Laurier  
10C1, Place du Portage  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> CRA DEPOSIT FACILITY	
<b>Solicitation No. - N° de l'invitation</b> EN891-140419/A	<b>Amendment No. - N° modif.</b> 005
<b>Client Reference No. - N° de référence du client</b> 20140419	<b>Date</b> 2014-01-21
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZG-410-26632	
<b>File No. - N° de dossier</b> 410zg.EN891-140419	<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 2014-01-31</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<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> Gagnon, Jocelyne C.	<b>Buyer Id - Id de l'acheteur</b> 410zg
<b>Telephone No. - N° de téléphone</b> (819) 956-0575 ( )	<b>FAX No. - N° de FAX</b> (819) 956-2675
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See herein	

**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>

## Amendment 005 – RFP EN891-140419/A

This solicitation amendment 005 is raised to respond to Bidder's questions to the Request for Proposal EN891-140419/A.:

### Questions

**Question 1:** Table C1 and Table D1 on pages 14 and 15 of the RFP – Will Canada reimburse fuel surcharges to the Contractor separately from costs related to courier and armoured car transportation?

**Answer 1:** Canada will not separately reimburse fuel surcharges related to courier and armoured car transportation. All costs related to transportation should be embedded within fees included in Tables C1 and D1 of the Pricing Schedule (Attachment 1 to Part 3).

**Question 2:** Point 2.4 – Advanced Notification: “The Contractor must credit the Concentrator Account with same day value for the individual deposit totals using the respective authorization numbers for identification purposes.”

- a) Are these the same numbers that the tax centres use (therefore fixed numbers), or are they numbers that will gradually be incremented?

**Answer a):** As described in Annex A, Appendix 1 “Definitions”, there is a fixed 8 digit authorization number assigned to each CRA Tax Centre. These authorization numbers are simply used to identify to which Tax Centre each deposit belongs.

- b) Is it possible to receive a copy of the Advanced Notification?

**Answer b):** The advanced notification consists of completed deposit forms that are transmitted from the CRA Tax Centres to the Contractor. Examples of these deposit forms can be found in amendments 002 and 004 of this Request for Proposal.

**Question 3:** Point 2.6.3 – Foreign Currency Items: When the CRA centre contacts the Contractor's treasury department for foreign (excluding U.S.) currency exchange rates, is it certain that the amounts mentioned in the call from the tax centre will be deposited in the account the same day?

**Answer 3:** All foreign currency items will be included on the advanced notification and the deposit pickup on the same day as the exchange rate was provided to the Tax Centre. Should the foreign currency item not be included in the advanced notification and deposit occurring on the same day the rate was provided, Canada would not expect the original exchange rate to be honoured and the CRA would need to obtain a new exchange rate from the Contractor.

**Question 4:** Point 2.7.1 iii – Chargebacks: “Debit the Concentrator Account for the consolidated total listed on the itemised listing using the applicable authorization number on the same day that the items are delivered to CRA. It is important that all chargebacks be grouped by the authorization number of the CRA location to which the original deposit was associated.”

How is the authorization number for the day provided? Is the authorization number of the CRA location always the same, or does it vary from day to day?

**Answer 4:** As described in Answer 2(a) of this amendment, a fixed authorization number is assigned to each CRA Tax Centre and will be provided to the Contractor upon implementation of the Contract. The requirement referenced in this question essentially states that chargebacks must be grouped by the

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individual Tax Centre from whom the original deposit originated and should be identified by the authorization number related to the Tax Centre in question.

**Question 5:** Could you provide us with an example of an endorsement?

**Answer 5:** Two examples of endorsements that CRA Tax Centres print on the back of cheques have been provided in Appendix A of this amendment. The first is an example of an endorsement that is printed on the back of cheques processed at the Ottawa Technology Centre (OTC), while the second example demonstrates the typical endorsement for cheques processed at all of the other Tax Centres (although each Tax Centre would have its own unique authorization number). These endorsements provide an audit trail for each cheque and include the deposit date; authorization number; financial institution and transit number; as well as batch and sequence numbers that are used by CRA for internal tracking purposes. Please note that current financial institution and transit number data has been redacted in the two examples.

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## Appendix A – Endorsement Examples

### Example # 1: Ottawa Technology Centre Endorsement

2 2014 01 14 03200504 008  
0593 20140114 01149382 008  
RG12217464 [REDACTED] [REDACTED]

### Example # 2: Endorsement Typical to all other Tax Centres

009520131218033018003 RG12217493 [REDACTED] - [REDACTED]