



Western Economic Diversification Canada

SOLICITATION AMENDMENT (Question and Answers)

Translation Services

Solicitation Number: 4W001-14-5013

SOLICITATION CLOSES

14:00 (EDT)
January 27, 2014

RETURN BIDS TO:

Western Economic Diversification
Canada

Via email to:

WD.BidBox@wd-deo.gc.ca

Purpose of this solicitation amendment is to provide clarification regarding the Request for Proposal (RFP).

The referenced document is hereby revised, unless otherwise indicated, all other terms and conditions of the solicitation remains the same.

If your proposal has already been submitted, you may wish to revise it. Revisions to your proposal must be submitted by email to WD.BidBox@wd-deo.gc.ca, clearly identified as a revision. Any revisions must be received before the Solicitation close, January 27, 2014 at 14:00 (EDT). Any revisions received after this date and time will not be accepted.

Questions and Answers:

Question #7

Re: Submission of Bids (item 2, page 5)

This section requests “scanned copies of annex C” and “A signed copy of the first page”.

- Do you mean Annex B (Basis of Payment) instead of Annex C?
- For both items may we use an electronic copy of the signature in lieu of printing the pages and then scanning them? (N.B. This is fairly standard for electronic submissions).

Answer #7

Yes it should state Annex B Basis of Payment instead of Annex C.

Yes an electronic copy of the signature in lieu of printing the pages will be acceptable.

Question #8

Re: Part 3 – Bid Preparation Instructions (Pages 8-9)

On page 8 the list only includes Section I and Section II, but on page 9 there is also a Section III. Do you want a third separate attachment with Section III: Certifications? Also, please confirm that the sections may be included in a single email with separate attachments.

Answer #8

Yes please submit Section I, II and III.

Yes sections can be included in a single email with separate attachments.

Question #9

Re: Part 5 – Certifications, item 1.1 Code of Conduct

Could you please be specific regarding what “related documentation” should be included with the proposal? It is our experience that the documentation requested at time of bid submission has varied between government departments.

Answer #9

By submitting a bid for 1 and 2 Part 5 – Certifications the Bidder certifies that the information is accurate and complete. For 3 and 4 please complete and submit as part of your proposal.