



January 24, 2014

Public Prosecution Service of Canada - File No. RFP – PPSC-1000014425

Request for Proposal:

Process Serving Services – Ontario Regional Office

Addendum 1

The following shall be read in conjunction with and shall form an integral part of the Request for Proposal and Contract Documents.

Question 1:

In reference to Annex B, Basis of Payment, chart on Page 32 and top of Page 33, we would like to know the approximate **quantity** breakdown for Items No. A. thru B: Types of Service Required, regular and on an as and when requested basis, within Greater Toronto Area and Outside the Greater Toronto Area.

Answer 1:

The below breakdown are examples based on volumetric data obtained between April 2013 and December 2013. These values do not represent a commitment by Canada and are not to be considered as a contract guarantee.

Item No. A.1 – REGULAR SERVICE; Two (2) daily pick-ups x 251 days as identified in section

Item No. B – ON AN “AS AND WHEN REQUESTED” BASIS

B.1 – Regular Service – Completion within 6 hours from request of services

The Brampton office has had 221 transactions, 17% were for a 6 hour serve and file requests.

B.2 – Rush Service – Completion within 4 hours from request of services

Toronto offices have had 477 transactions, 20% were for a 4 hour serve and file requests.

Currently, there is no data available for offices Outside the Greater Toronto Area since it is a new requirement.

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