



Procurement and Contracting Services
 30 Victoria Street
 Gatineau, QC, K1A 0M6

REQUEST FOR STANDING OFFER AMENDMENT

The Request for Standing Offer is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Standing Offer remain the same.

RFSO Amendment No.	RFSO Amendment Date:
1	February 4, 2014
Office of the Chief Electoral Officer File No.	
ECLP-RFSO-13-0680	
Title:	
Ballot Boxes and Election Returns Boxes	
Request for Standing Offer Closing Date:	
February 6, 2014 – 2:00 pm (Ottawa time)	
ENQUIRIES – address enquiries to the Contracting Authority:	
Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, QC, K1A 0M6	
Attention:	E-Mail:
Luc Potvin	proposal-proposition@elections.ca

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal (RFP) for Ballot Boxes and Election Returns Boxes bearing number ECLP-RFP-13-0680 and dated January 23, 2014. This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

Part 2. Questions and Answers

The following question(s) have been asked in response to the RFP and Elections Canada hereby answers as follows:

2.1 Question No. 1

Question:

I'm hoping you can tell me what strength you need for box ref # EC 10930 (03/2014).

Answer:

Strength to carry maximum of 35 lbs.

2.2 Question No. 2

Question:

To confirm here, is the quantity to quote 105,000 pcs for the Inner Ballot box(10/outer)?

Answer:

The total production is for 105,000 single ballot boxes plus 10,500 outer boxes.
The quote required is per package of 10 ballot boxes (including one outer box).

2.3 Question No. 3

Question:

To confirm here, is the quantity to quote 10,500 pcs for the Outer Ballot box?

Answer:

The total production is for 105,000 single ballot boxes plus 10,500 outer boxes.
The quote required is per package of 10 ballot boxes (including one outer box).

2.4 Question No. 4

Question:

To confirm here, is the quantity to quote 22,000 pcs for the D/Wall(350 D/wall) box?

Answer:

The quote is for 22,000 pcs for 350 D/wall board.

2.5 Question No. 5

Question:

Do samples need to be delivered with the this submission OR later – upon your request?

Answer:

Samples/prototypes to be delivered after issuance of the contract as a proof.

2.6 Question No. 6

Question:

Will deliveries be all at one time for entire PO - or staggered throughout a specific timeframe i.e. / 3 cartons over a period of 2 weeks?

Answer:

Delivery can be staggered or altogether. Schedule to be determined after issuance of contract.

2.7 Question No. 7

Question:

What is the dimension for the tape from the edge of the sheet?

Answer:

The tape should be positioned approximately 1.25 inch from the top of the handle and the width a minimum of 5/8".

2.8 Question No. 8

Question:

With the requirement for the reinforcing tape, the direction of corrugation appears to be reversed to what may have been produced in the past. In order for it to be put between the liner and the corrugation, the sheet should be 54 5/16 x 27 7/8. Please advise if this is correct.

Answer:

Refer to the attached revised diagram "EC50250 Revised Diagram.jpg".

2.9 Question No. 9

Question:

Previously the ballot box was kraft not white – kraft is considered more environmentally friendly and is less costly. Is the spec correct as white?

Answer:

The ballot boxes were always white on the exterior.

2.10 Question No. 10

Question:

Varnish on the master is a new requirement? Is there a printing specification for the varnish placement on the master?

Answer:

There is no varnish on the master box. Varnish to be applied on ballot boxes only.

2.11 Question No. 11

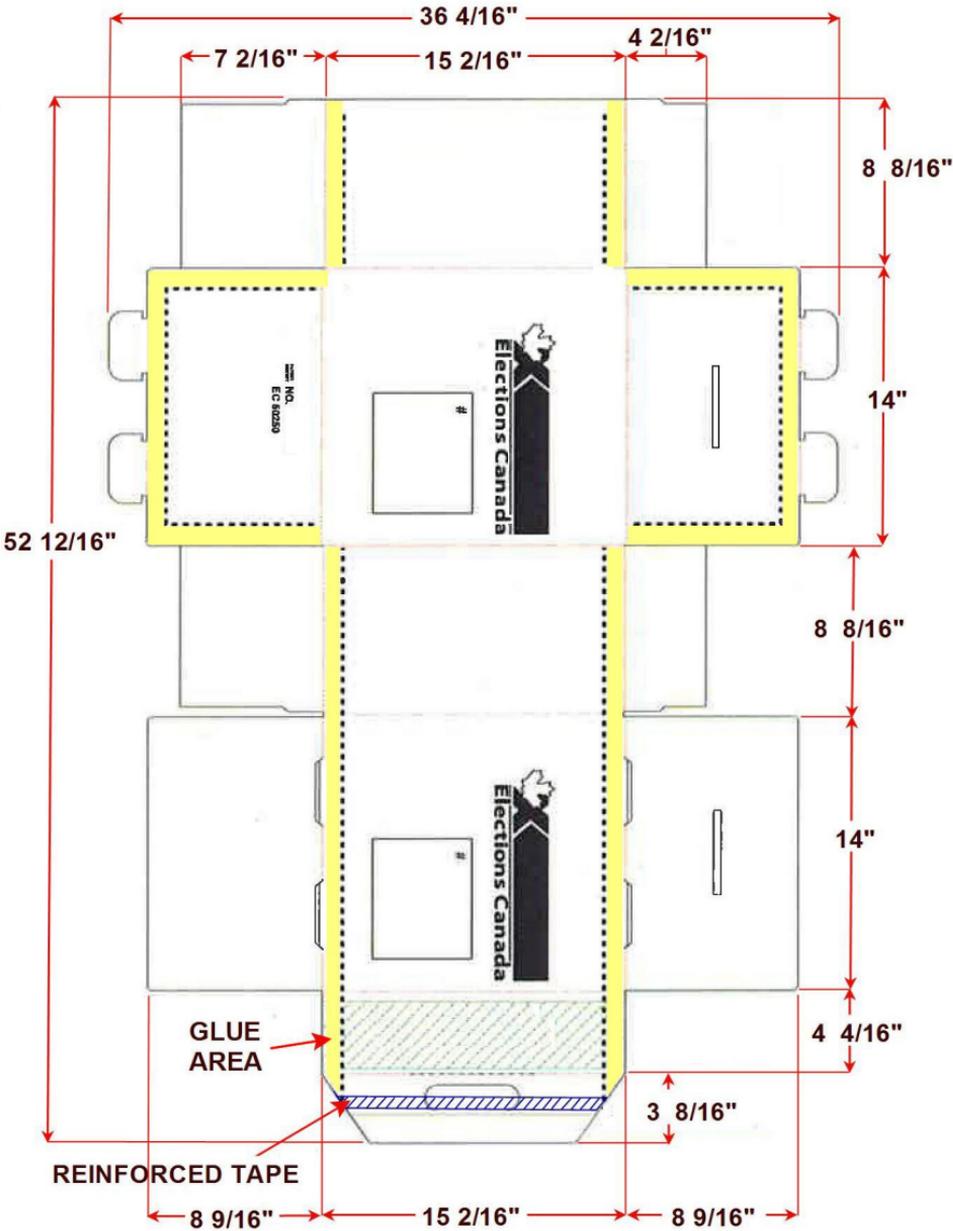
Question:

Would it be ok to add some small locator marks for tape so that the area not varnished is easily distinguishable?

Answer:

The yellow bands in the revised diagram "EC50250 Revised Diagram.jpg" indicate the areas without varnish.

Corrugator dimensions: 36 4/16 x 52 12/16



NOTE: The yellow bands indicate the areas without varnish.