

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions -
TPSGC
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
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

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Communication Procurement Directorate/Direction de
l'approvisionnement en communication
360 Albert St. / 360, rue Albert
12th Floor / 12ième étage
Ottawa
Ontario
K1A 0S5

Title - Sujet 11th Canadian Immunization Conferen	
Solicitation No. - N° de l'invitation 6D034-133481/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client 6D034-13-3481	Date 2014-03-12
GETS Reference No. - N° de référence de SEAG PW-\$\$CX-003-64800	
File No. - N° de dossier cx003.6D034-133481	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-03-21	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input checked="" type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Gagné-Templeman, Kathleen	Buyer Id - Id de l'acheteur cx003
Telephone No. - N° de téléphone (613) 990-9189 ()	FAX No. - N° de FAX (613) 993-2581
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See here-in	

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

This solicitation amendment is issued to make changes the Request for Proposal solicitation document and to make changes to Annex "B" Basis of Payment.

1) In **PART 1 - GENERAL INFORMATION**

DELETE section 2. *Statement of Work* in its entirety, and **REPLACE** with the following:

2. **Statement of Work**

The Public Health Agency of Canada's 11th Canadian Immunization Conference has a requirement for the provision of meeting space in Ottawa, Ontario for participants, speakers, exhibitors, organizing committee members and conference organizing staff attending, presenting and working at the three (3) day conference from Tuesday, December 2, 2014 through Thursday, December 4, 2014. Public Health Agency of Canada (PHAC) expects 900 delegates to attend the event on all three (3) days.

Meeting space is required between November 30, 2014 to December 4, 2014.

2) In **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

Under the heading 1.1 **Technical Evaluation - 1.1.1 Mandatory Technical Criteria**

DELETE mandatory technical criterion *M.2 Financial Proposal* in its entirety, and **REPLACE** with the following:

M.2 Financial Proposal

The Bidder must provide complete costing information strictly in accordance with Annex "B" B.1 Pricing and List of Deliverables. **All line items in Annex "B" - B.1 Pricing and List of Deliverables must be bid.** The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

3) In **ANNEX "A" - STATEMENT OF WORK**

DELETE section *A.1. REQUIREMENT* in its entirety, and **REPLACE** with the following:

A.1. REQUIREMENT

The Public Health Agency of Canada's 11th Canadian Immunization Conference has a requirement for the provision of meeting space in Ottawa, Ontario for participants, speakers, exhibitors, organizing committee members and conference organizing staff attending, presenting and working at the three (3) day conference from Tuesday, December 2, 2014 through Thursday, December 4, 2014. Public Health Agency of Canada (PHAC) expects 900 delegates to attend the event on all three (3) days.

Meeting space is required between November 30, 2014 to December 4, 2014 as per Section A.3. below.

4) In ANNEX "A" - STATEMENT OF WORK

DELETE section **A.2. LOCATION** in its entirety, and **REPLACE** with the following:

A.2. LOCATION

The location of the establishment providing the requirement must be located in Ottawa, Ontario. This event moves to a different region of Canada every two (2) years and it has been decided that the 2014 conference will be in Ottawa.

The venue (meeting space) must be within close proximity (walking distance) to restaurants and to the Novotel and Chateau Laurier hotels located in downtown Ottawa.

5) In ANNEX "A" - STATEMENT OF WORK

DELETE section **A.5 AUDIO VISUAL REQUIREMENTS (MANDATORY OPTION)** in its entirety

6) In ANNEX "B" BASIS OF PAYMENT

Under the heading: **B.1 PRICING AND LIST OF DELIVERABLES**

DELETE:

Bidders must submit firm, all inclusive, prices for all of line items in Annex "B" - **B.1 Pricing and List of Deliverables must be bid, including all mandatory options.** The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

REPLACE WITH:

Bidders must submit firm, all inclusive, prices for all of line items in Annex "B" - **B.1 Pricing and List of Deliverables must be bid.** The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

7) ANNEX B MS EXCEL SPREADSHEET

Please note that the MS Excel Spreadsheet has been revised

Please ensure that you are using the most up to date version of the Annex "B" Basis of Payment MS Excel Spreadsheet.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.