



**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**  
Science Procurement Directorate/Direction de  
l'acquisition  
de travaux scientifiques  
11C1, Phase III  
Place du Portage  
11 Laurier St. / 11, rue Laurier  
Gatineau, Québec K1A 0S5

<b>Title-Sujet</b> STRATEGIC COMMUNICATION SERVICES	
<b>Solicitation No. - N° de l'invitation</b> T8056-1300101A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> T8056-13-0101	<b>Date</b> MARCH 21, 2014
<b>GETS Reference No. - N° de référence de SEAG</b> PW-14-00622471	
<b>File No. - N° de dossier</b> 075SS.T8056-130010/A	<b>CCC No./N° CC - FMS NO. / N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 2:00 PM on - le 2014-04-16</b>	<b>Time Zone Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B</b>	
Plant-Usine : <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> APRIL CAMPBELL	<b>Buyer Id - Id de l'acheteur</b> 075ss
<b>Telephone No. - N° de téléphone</b> 819-956-1111	<b>FAX No. - N° de FAX</b> 819-997-2229
<b>Destination of Goods, Services and Construction: Destinations des biens, services et construction :</b>	
Specified Herein Précisé dans les présentes	

**Instructions : See Herein**

**Instructions : voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de telephone Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)</b>	
<b>Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

The following questions have been received with regard to the solicitation for Strategic Communication Services. The answers follow.

- Q2 We are currently at the end of the fiscal year, it will be difficult to submit a proposal for April 2<sup>nd</sup>, 2014. Would like to request that the submission deadline be extended from April 2<sup>nd</sup> 2014 to April 31<sup>st</sup> 2014.
- A2 On March 17, 2014 the RFP was extended to April 16, 2014.
- Q3 The RFP states that the contractor must provide a minimum of two subject matter experts in the area of product safety label design. Please describe the type of experience and qualifications this SME should have.
- A3 It is up to the Bidder to determine the qualifications and experience required based on the information provided in the Statement of Work.
- Q4 In reference to the R3 Collective Team Qualifications and Experience table (Section 1.1.2, page 10 of 19), is the PM rated against description elements D through K?
- A4 The Project Manager is evaluated against all criteria except C.
- Q5 In reference to the R3 Collective Team Qualifications and Experience table (Section 1.1.2, page 10 of 19), is the GD rated against description elements A through E and G through K?
- A5 The Graphic Designer is evaluated against all criteria except F.
- Q6 In reference to the R3 Collective Team Qualifications and Experience table (Section 1.1.2, page 10 of 19), the category of RA (research assistant) is identified for the first time (there is no mention of this resource except for within this table). Does a Research Assistant have to be included as part of the team?
- A6 The Research Assistant is not a mandatory category of work.
- Q7 In reference to the R3 Collective Team Qualifications and Experience table (Section 1.1.2, page 10 of 19), it states "Additional Categories of Work and/or resources may be added, as appropriate." Can you please clarify the term "Categories of Work"?
- A7 Category of Work reflects the role of the proposed resource. For example, Project Manager is a category of work.
- Q8 In reference to the R3 Collective Team Qualifications and Experience table (Section 1.1.2, page 10 of 19), it states "Bidders should identify all Categories of Work and Proposed Resources for the project". We understand that the proposed resource's initials should be identified for each resource category. However, how is the Category of work identified within this table? Is this in reference to cross referencing the appropriate page of the resource's resume against description elements A through K?
- A8 The Categories of Work are identified by acronym in row 3 of the table, i.e., PM, HFS1, HFS2, GD, RA, CRSS.
- Q9 The RFP states that the contractor must provide a minimum of two subject matter experts in the area of product safety label design. The inclusion of these SMEs are not listed as mandatory requirements. Further, these SMEs are not listed as part of the R3 Collective Team

Qualifications and Experience table (Section 1.1.2, page 10 of 19). How are these SMEs point rated for the Technical Proposal?

- A9 Annex A of the Statement of Work, article 4.2, Label Design, second paragraph states: *“The Contractor must provide a minimum of two subject matter experts in the area of product safety label design . . .”* which is a mandatory condition of the work. Thus, the category is, in fact, mandatory. Canada will not evaluate this category of work.