

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
Special Projects/Projets Spéciaux
11 Laurier St./11, rue Laurier
Place du Portage/, Phase III
Floor 10C1/Étage 10C1
Gatineau
Québec
K1A 0S5

Title - Sujet RELOCATION SERVICES	
Solicitation No. - N° de l'invitation E60LM-110012/H	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client E60LM-110012	Date 2014-04-08
GETS Reference No. - N° de référence de SEAG PW-\$\$ZL-109-27473	
File No. - N° de dossier 109zl.E60LM-110012	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-05-08	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Stephen, Renee	Buyer Id - Id de l'acheteur 109zl
Telephone No. - N° de téléphone (819) 956-6973 ()	FAX No. - N° de FAX (819) 956-2675
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

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

Amendment 002 is raised to provide clarification and answers to questions from potential suppliers.

Question 1:

1) We are wondering if we could get further clarification on Mandatory Technical Criteria MT1.1. In specific items (e) and (f).

Question 1a:

1a) (e) separate and distinct financial controls systems.

What does this really mean from a Government perspective? What are you looking for?

For example, we have a contractual relationship with Company A and Company B requiring both companies to register their household goods moving business with us over 150 miles. This registration is then use to distribute revenue to all parties involved in the move, and invoice the company responsible for collecting the charges. We are not sure how this contractual relationship is affected by term (e), if at all.

Answer 1a:

Separate and distinct is defined as one bidder not having any reliance whatsoever on any other bidder to meet the requirements of the RFP. That is, as a bidder, must be able to independently provide the services stated in the clause.

Question 1b:

1b) (f) separate and distinct communications systems.

Again, what does this really mean from a Government perspective?

Does this refer only to direct communication with the Government and its employees. If so, how would the Government view a leased communication system from an existing supplier.

Answer 1b:

Please see definition of "separate and distinct" in question 1a.

Under Under Attachment 1 to Part 4 - Technical Criteria; 1 - Mandatory Technical Criteria (Table 1)

DELETE:

Table 1		
MT1 - Bidder Independence		
Number	Mandatory Technical Criteria	Bid Preparation Instructions
MT1.1	The Bidder must demonstrate independent financial and administrative controls.	In order to demonstrate independent financial and administrative controls, Bidders must demonstrate they have the following: a) a dedicated national director, not affiliated with any other bidder; b) a separate and distinct head office in Canada; c) a separate and distinct dispatch/operations facility; d) a separate and distinct claims settlement function; e) separate and distinct financial controls systems; and f) separate and distinct communications systems.

INSERT:

Table 1		
MT1 - Bidder Independence		
Number	Mandatory Technical Criteria	Bid Preparation Instructions
MT1.1	The Bidder must demonstrate independent financial and administrative controls.	In order to demonstrate independent financial and administrative controls, Bidders must demonstrate they have the following: a) a dedicated national director, not affiliated with any other bidder; b) a separate and distinct head office in Canada; c) a separate and distinct dispatch/operations facility; d) a separate and distinct claims settlement function; e) separate and distinct financial controls systems; and f) separate and distinct communications systems.
<p>Note:</p> <p>Separate and distinct is defined as one bidder not having any reliance whatsoever on any other bidder to meet the requirements of the RFP. That is, a bidder must be able to independently provide the services stated in the clause.</p>		

Question 2:

2) The RFP issuance date shows March 28, 2014, however did not actually post on the Canada's BuyandSell web site till Monday Morning March 31, 2014. This eliminated at least two days of valuable response time down to 38 days considering it has to be delivered in Ottawa May 8, 2014 by 2:00 PM. As this is an extensive and sizeable RFP to respond to in such a shortened response period, our question is, would Canada consider to give industry the extra time back and extend the closing to Thursday May 15, 2014 @ 2:00 PM?

Answer 2:

An extension is not being considered at this time.

Question 3:

3) MT 1.1 – Bidder Independence: Canada has issued the terms and conditions a Bidder must demonstrate to be considered independent and compliant. Our questions regarding Bidder "eligibility" are:

a. Are there in the opinion of Canada any restrictions of a Bidder whether totally standalone and/or joint venture, providing the fulfill the requirements of "independence", to submit a bid if that entity/joint venture had direct ownership in another Bidder providing that Bidder can demonstrate and fulfill the requirements of "independence"?

b. Are there in the opinion of Canada any restrictions and/or threshold (in % of ownership) of one Bidder having direct ownership i.e. shares in another Bidder providing that both entities are capable of fulfilling the requirements of "independence"?

Answer 3:

As per 2003 - Standard Instructions - Goods or Services - Competitive Requirements; 04 - Definition of a Bidder:

" 'Bidder' means the person or entity (or, in the case of a joint venture, the persons or entities) submitting

a bid to perform a contract for goods, services or both. It does not include the parent, subsidiaries or other affiliates of the Bidder, or its subcontractors."

Question 4:

4) MT 3.1 Core Centres + RT 6.1 Geographic Coverage: Can an Agent who is located in any of the required centres provide origin/destination and/or subcontract services to more than one (01) Bidder?

Answer 4:

Yes, any agent may represent more than one Bidder (no exclusivity agreements).

Note that RT6.1 was amended to RT1.1 in amendment 001.

Question 5:

5) RT 7.1 Claims Process: Providing a Bidder has an in-house customer service/claims department that fully meets the "independence" requirements and clearly demonstrates full 100% accountability for the quality and proficiency in processing the claims, can such a Bidder outsource the administration and processing of claims through a Third Party Provider that would be approved by Canada?

Answer 5:

As per Annex E - 1.6 and 2.5, claims settlement must be in-house; all communication with regard to a claim must be between the Contractor and Shipper and any forms or documents must be on the Contractor's letterhead. Processing of claims can be done by an outside party, as long as the Contractor is ultimately accountable and is the only point of contact with the Shipper.

Note that RT7.1 was amended to RT2.1 in amendment 001.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME