

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works & Government Services  
Canada/Réception des soumissions Travaux publics et  
Services gouvernementaux Canada  
1713 Bedford Row  
Halifax, N.S./Halifax,(N.E.)  
B3J 1T3  
Halifax  
Bid Fax: (902) 496-5016

**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  
Real Property Contracting  
1713 Bedford Row  
P.O. Box 2247/C.P.2247  
Halifax, N.S./Halifax, (N.E.)  
B3J 3C9  
Halifax

<b>Title - Sujet</b> JANITORIAL CLEANING	
<b>Solicitation No. - N° de l'invitation</b> 39903-140189/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> 39903-14-0189	<b>Date</b> 2014-07-11
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWA-122-5084	
<b>File No. - N° de dossier</b> PWA-3-70051 (122)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-07-24</b>	
<b>Time Zone</b> Fuseau horaire Atlantic Daylight Saving Time ADT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Chinye (PWA), Chukwudi	<b>Buyer Id - Id de l'acheteur</b> pwa122
<b>Telephone No. - N° de téléphone</b> (902) 496-5476 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

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

Amendment 001 is raised to answer the following questions and incorporate the following changes:

**Question 1:** How many people work in the Canadian Food Inspection Agency (CFIA) building located on 1992 Agency Drive, Dartmouth, NS

**Answer to Question 1:** Approximately 80-85 people.

**Question 2:** Is there a wage clause in the Request for Proposal (RFP) documents

**Answer to Question 2:** Prior to exercising each option year, unit rates for unscheduled work in Annex B- Basis of Payment will be adjusted based on the Consumer Price Index as detailed in the RFP.

**Question 3:** Is there a minimum wage requirement?

**Answer to Question 3:** Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia as stipulated in the RFP.

**Question 4:** Is there any particular format for technical bid submissions?

**Answer to Question 5:** Bid submissions must be in accordance with the terms and conditions of the RFP in its entirety.

**Question 5:** Is the cleaning of the counter tops the responsibility of the Janitorial staff?

**Answer to Question 5:** Janitorial staffs are only responsible for cleaning counter tops that have hand washing stations.

**Question 6:** Will the Janitorial staff require permission for individuals counter tops?

**Answer to Question 6:** Arrangements will be made to schedule cleaning of the counter tops.

**Question 7:** How many lab hand washing stations are there in the building?

**Answer to Question 7:** There are approximately 27 lab hand washing stations in the building.

### **PART 3 - BID PREPARATION INSTRUCTIONS**

**Delete in its entirety**

**Insert as follows**

#### **1. Bid Preparation Instructions**

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid ( **two hard copy**)

Section II: Financial Bid ( **one hard copy**)

Section III: Certifications ( **one hard copy**)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- 
- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](#)

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

### **Section I: Technical Bid**

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

The evidence provided by the bidder may be verified by Canada. Failure by the bidder to provide the required evidence or in the event that the evidence cannot be verified shall result in the bidder being disqualified and no further consideration will be given to the bidder. If the Bidder submits references in excess of the stated requirement above, only the references up to the identified limit will be assessed.

PWGSC reserves the right to verify information for completeness and accuracy and to confirm reference satisfaction with services provided. In the event where the information cannot be verified or the service found to be unsatisfactory shall result in the proposal being considered non-responsive and no further consideration will be given to the Bidder.

### **Section II: Financial Bid**

- 1.1** Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B". The total amount of Applicable Taxes must be shown separately.

### **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

### Clarification regarding paper towel, toilet paper, soap and sanitizers dispensers

#### 1st floor

Quantity	Description	Responsibility
4	Washroom	
5	Toilet Paper Dispensers	Contractor supplies
8	Paper Towel Dispensers	Contractor supplies
8	Soap Dispensers	Contractor supplies
1	Paper Towel Dispenser (lab)	CFIA supplies paper, contractor maintains
3	Purell Hand Sanitizers (lab)	CFIA supplies refills, contractor maintains

#### 2nd floor

Quantity	Description	Responsibility
2	Washrooms	
3	Toilet Paper Dispensers	Contractor supplies
25	Paper Towel Dispensers	Contractor supplies
25	Soap Dispensers	Contractor supplies
4	Paper Towel Dispenser (lab)	CFIA supplies paper, contractor maintains
3	Purell Hand Sanitizers (lab)	CFIA supplies refills, contractor maintains

### Clarification regarding type of cleaning system to be used for all cleaning

The contractor shall implement a cleaning program utilizing the Rubbermaid Hygen Microfiber Cleaning System or equivalent. The contractor will be responsible for proper training of staff, maintenance of system and proper laundering of Microfiber pads and cloths in accordance with manufacture instructions and industry best practices.

All Other Terms and Conditions Remain the Same.