



**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal to: **Statistics Canada**
Propositions aux: **Statistique Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred or attached hereto, the supplies and services listed herein or on any attached sheets at the price(s) set out therefore.

Nous offrons par la présente de vendre à sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les articles et les services énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Date of Amendment – Date de la modification: July 18, 2014	
Address inquiries to – Adresser toute demande de renseignements à: david.brazeau@statcan.gc.ca	
Area code and Telephone No. Code régional et N° de téléphone 613-951-4163	Facsimile No. N° de télécopieur
Send proposals to: Statistics Canada MACS – Bids Receiving Distribution Centre Attn : David Brazeau Room 0702, Main Building 150 Tunney’s Pasture Driveway Ottawa ON K1A0T6 Solicitation # 1920-0009766	Envoyer les propositions à : Statistique Canada SMC – Réception des soumissions Centre de distribution Attn : David Brazeau Immeuble Principal, pièce 0702 150, prom. Du Pré-Tunney Ottawa ON K1A 0T6 DP No. 1920-0009766

Instructions :
Municipal taxes are not applicable.

Unless otherwise specified herein by the Crown, all prices quotes are to be net prices in Canadian funds including Canadian customs duties, excise taxes, and are to be F.O.B., including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax is to be shown as a separate item.

Instructions:
Les taxes municipales ne s’appliquent pas.

Sauf indication contraire, énoncée par la Couronne, dans les présentes, tous les prix indiqués sont des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d’accise et doivent être F.A.B., y compris tous frais de livraison à la (aux) destination(s) indiquée(s). La somme de la taxe sur les produits et services devra être un article particulier.

Solicitation No – N° de l’invitation : 1920-0009766
Solicitation closes – L’invitation prend fin At – à : 14:00 heures (Eastern Standard time / Heure avancée de l’est) On – le : August 13, 2014

Name and title of person authorized to sign on behalf of vendor (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d’impression).
Name – Nom :
Title – Titre :

Vendor Name and Address – Raison sociale et adresse du fournisseur	
Facsimile No – N° de télécopieur :	
Telephone No – N° de téléphone :	
Signature	Date



AMENDMENT 002

The purpose of this amendment is to:
-Advise Bidders of Questions and Answers

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Question 4:

Mandatory Requirement M2 states that we must provide one sample each that demonstrates compliance with:

- a. Federal Identity Program
- b. Official Languages
- c. Canadian Multiculturalism Act

And these samples need to be from **two different Canadian Federal government clients**. We currently work with one federal client and many provincial clients. Will we be disqualified if we provide samples from different projects from just one federal client? Alternatively, can we provide samples from one federal client and one provincial client?

Answer 4:

It is a Mandatory that the Bidder submit samples from **two different Canadian Federal Government clients**. It will not be acceptable to have only one sample from a Federal Department. Due to the fact this is mandatory requirement a Bidder will be disqualified on that basis it cannot provide two samples from Canadian Federal Government clients.

Question 5:

Is this proposal mainly for website graphic design?

Answer 5:

As stated in Part 1 – General Information, 2. Summary:

“Statistics Canada requires the provision of a full range of graphic, web and exhibit and display design services on an “as and when required basis”. “

Question 6:

M1 – 5 years experience, in the past 8 years. Three (3) different organization. List of projects valued over \$5,000.

What do you wish for us to show? One project per year for a minimum of 5 years in the past 8 years, for three different clients? So total of 5 projects?

OR

One project per year for a minimum of 5 years in the past 8 years, for each of the three (3) clients? So 15 projects total (5 per client)?

Answer 6:

As per M1 – Mandatory Criteria:



*The Bidder must have been under contract to provide services to at least three (3) different** organizations.*

To demonstrate experience, the Bidder must provide the following information:

- a) A list of projects valued at \$5,000 and over, for each public sector organization;*
- b) A description of each project including scope, target audience, and final outputs;*
- c) The start and end dates of each project; and*
- d) The client information (name, name of organization, contact information).*

The information provided to demonstrate the experience must demonstrate that the Bidder has a minimum of five (5) years of experience, within the past eight (8) years, in developing bilingual (English and French) promotional, communications, and direct or Web marketing materials (e.g., brochures, flyers, posters, pamphlets, bookmarks, postcards, banner ads, email, etc.) for Canadian public sector organizations.

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ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED