



Procurement and Contracting Services
30 Victoria Street
Gatineau, Quebec K1A 0M6

AMENDMENT TO REQUEST FOR PROPOSAL

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

Amendment No.	RFSO Amendment Date:
1	August 26, 2014
Office of the Chief Electoral Officer File No.	
ECSVT-RFP-14-0366	
Title:	
Printing of Various Envelopes	
Request for Proposal Closing Date:	
September 8, 2014 – 2:00 pm (Gatineau time)	
ENQUIRIES – address enquiries to the Contracting Authority:	
Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6	
Attention:	E-Mail:
Stella Van Tassel	proposition-proposal@elections.ca

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal (RFP) bearing number ECSVT-RFP-14-0355 and dated August 21, 2014. This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

Part 2. Amendments

- 2.1** Amendment to Part 8 – Financial Evaluation Criteria – Group 2 (English RFP only)

The Request for Proposal is hereby amended by deleting Part 8 – Financial Evaluation Criteria – Group 2 for the English RFP only and replacing it with the following Part 8 – Financial Evaluation Criteria – Group: (see next page).

Part 8 - Financial Evaluation Criteria

GROUP 2

FIRM UNIT PRICE

In the tables below the Bidder must quote a firm unit price for items as defined in the Annex A – Specifications. The firm unit prices quoted by the Bidder must be in Canadian dollars and exclude all Applicable Sales Tax.

Bidders can submit pricing for one or more of the items below.

1.0 INITIAL QUANTITY

Item #	Description	Unit of Measure	Quantity	Firm Unit Price	Firm Extended Price
1.	EC 50385 (08/2014) Envelope for EC 50111	Single of 1	116,000		
2.	EC 50390 (08/2014) Registration and/or Correction Certificates	Single of 1	140,000		
3.	EC 50390 (08/2014) Registration and/or Correction Certificates	Sets of 4	22,000		
4.	EC 50422 (08/2014) Oath of Residence Envelope	Single of 1	113,000		
5.	EC 50422 (08/2014) Oath of Residence Envelope	Sets of 4	11,000		
6.	EC 50423 (08/2014) Candidates' Rep Authorization/Sign-in Envelope	Single of 1	49,000		
7.	EC 50430 (08/2014) Envelope for Spoiled Ballot Papers	Single of 1	110,000		
8.	EC 50430 (08/2014) Envelope for Spoiled Ballot Papers	Sets of 4	5,000		
9.	EC 50431 (08/2014) Envelope for Spoiled ballot paper – Advance Poll	Sets of 4	12,000		
10.	EC 50440 (08/2014) Envelope for Rejected Ballots	Single of 1	130,000		
11.	EC 50460 (08/2014) Document Envelope Cast	Single of 1	150,000		
TOTAL COST – INITIAL QUANTITY					

2.0 OPTION 1 – 50% of the INITIAL QUANTITY

Item #	Description	Unit of Measure	Quantity	Firm Unit Price	Firm Extended Price
1.	EC 50385 (08/2014) Envelope for EC 50111	Single of 1	58,000		
2.	EC 50390 (08/2014) Registration and/or Correction Certificates	Single of 1	70,000		
3.	EC 50390 (08/2014) Registration and/or Correction Certificates	Sets of 4	11,000		
4.	EC 50422 (08/2014) Oath of Residence Envelope	Single of 1	56,500		
5.	EC 50422 (08/2014) Oath of Residence Envelope	Sets of 4	5,500		
6.	EC 50423 (08/2014) Candidates' Rep Authorization/Sign-in Envelope	Single of 1	24,500		
7.	EC 50430 (08/2014) Envelope for Spoiled Ballot Papers	Single of 1	55,000		
8.	EC 50430 (08/2014) Envelope for Spoiled Ballot Papers	Sets of 4	2,500		
9.	EC 50431 (08/2014) Envelope for Spoiled ballot paper – Advance Poll	Sets of 4	6,000		
10.	EC 50440 (08/2014) Envelope for Rejected Ballots	Single of 1	65,000		
11.	EC 50460 (08/2014) Document Envelope Cast	Single of 1	75,000		
	TOTAL COST – OPTION1				

3.0 OPTION 2 – 100% of the INITIAL QUANTITY

Item #	Description	Unit of Measure	Quantity	Firm Unit Price	Firm Extended Price
1.	EC 50385 (08/2014) Envelope for EC 50111	Single of 1	116,000		
2.	EC 50390 (08/2014) Registration and/or Correction Certificates	Single of 1	140,000		

3.	EC 50390 (08/2014) Registration and/or Correction Certificates	Sets of 4	22,000		
4.	EC 50422 (08/2014) Oath of Residence Envelope	Single of 1	113,000		
5.	EC 50422 (08/2014) Oath of Residence Envelope	Sets of 4	11,000		
6.	EC 50423 (08/2014) Candidates' Rep Authorization/Sign-in Envelope	Single of 1	49,000		
7.	EC 50430 (08/2014) Envelope for Spoiled Ballot Papers	Single of 1	110,000		
8.	EC 50430 (08/2014) Envelope for Spoiled Ballot Papers	Sets of 4	5,000		
9.	EC 50431 (08/2014) Envelope for Spoiled ballot paper – Advance Poll	Sets of 4	12,000		
10.	EC 50440 (08/2014) Envelope for Rejected Ballots	Single of 1	130,000		
11.	EC 50460 (08/2014) Document Envelope Cast	Single of 1	150,000		
	TOTAL COST – OPTION 2				

Total Evaluated Cost equals the sum of the Initial Quantity plus Options 1 and 2 –

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