



Services de l'approvisionnement et des contrats
30, rue Victoria
Gatineau, Québec K1A 0M6

MODIFICATION DE LA DEMANDE DE PROPOSITION

Par la présente, la demande de proposition est modifiée; sauf indication contraire, toutes les autres modalités de la demande de proposition restent les mêmes.

N° de la modification : 1	Date de la modification : 10 septembre 2014
Bureau du directeur général des élections – [N° du dossier] : ECLP-RFP-14-0404	
Titre : Urne imprimée pour le vote par anticipation et boîte sécuritaire pour le bureau de vote par anticipation	
Date de clôture de la demande de proposition : le 18 septembre 2014 à 14h00 (heure de Gatineau)	
DEMANDES DE RENSEIGNEMENTS – Prière d'adresser toute demande de renseignements à l'autorité contractante: Bureau du directeur général des élections Services de l'approvisionnement et des contrats 30, rue Victoria Gatineau, Québec K1A 0M6	
À l'attention de Luc Potvin	Courriel: proposition-proposal@elections.ca

Partie 1. Interprétation

- 1.1** Élections Canada modifie par la présente et conformément à ce qui suit la demande de proposition (DP) qui porte le numéro ECLP-RFP-14-0404 datée du 3 septembre 2014. La présente modification fait partie intégrante de la DP.
- 1.2** Tous les mots et expressions définis dans la DP et employés dans la présente modification ont le sens qui leur a été donné dans la DP, à moins qu'ils ne soient définis autrement dans le présent document et sous réserve du contexte.

Partie 2. Modifications

2.1 Modification à l'annexe A – Spécifications

Par la présente, la DP est modifiée en supprimant dans son intégralité l'annexe A – Spécifications (anglais seulement) existante et en le remplacement par l'annexe A – Spécifications (anglais seulement) ci-joint.



Printed Ballot Box for Advance Poll and Advance Poll Secure Box

ANNEX A Specifications



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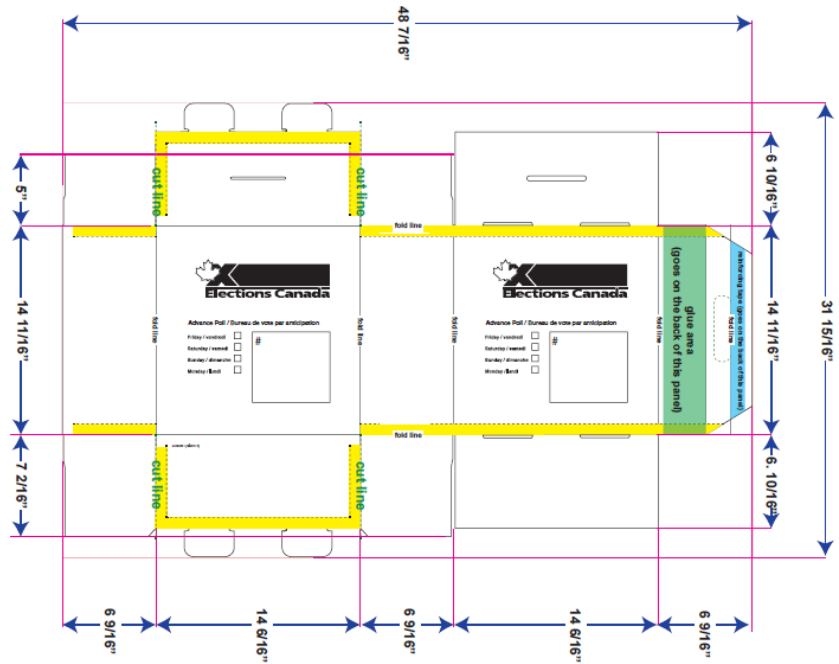
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PART 1 – SPECIFICATIONS SHEET – EC50251 and EC50251-1 (08/2014)

DESCRIPTION OF DELIVERABLE:	Printed Ballot Box for Advance Poll / Urne imprimée pour le vote par anticipation
REFERENCE NUMBER:	EC 50251 (08/2014) EC 50251-1 (08/2014)
TITLE:	Advance Poll Ballot Box / Urne – Vote par anticipation
QUANTITY:	EC 50251: 6,000 bundles of 4 (24,000 ballots boxes) EC 50251-1: 2,100 bundles of 4 (8,400 ballot boxes)
OVER:	<i>No over / No under</i> Items received by Elections Canada in excess of the allowable overage as stipulated in this specification are not to be invoiced. It is the supplier's responsibility to ensure that items are not shipped in excess of the allowable overage
SHEET SIZE:	31 15/16" x 48 7/16"
EXTERIOR DIMENSIONS:	14 11/16" x 14 6/16" x 6 9/16"
SLOTS:	Ballot box to be manufactured with a ballot slot 3 7/8" x 1/8" outside dimensions (4 1/4" x 3/8" inside dimensions)
HANDLE:	Heavy fiberglass reinforcing tape between corrugated and liner at Die-Cut handle to support at least 20lbs of weight
PRINTING:	Prints black on two sides, no bleed Location of seals to be indicated by printed broken lines to be set at 3/4" from edges where indicated
INK:	Black
SPOT VARNISH:	(Varnish – water base) to be applied on entire surface except where seals are located. Varnish coverage approximately 90%
STOCK:	Corrugated fiberboard: B flute – 200lbs test White lined outside - Brightness
COMPONENT:	PDF supplied



PROOF:

A prototype of ballot box with logo and text which meets all specifications is required for approval before production. Please send to Elections Canada, FREM Directorate, 30 Victoria Street, 10th Floor, Gatineau QC K1A 0M6. Attention: Mathieu Levillain

MANDATORY APPROVAL: Company must obtain approval from Elections Canada before proceeding with entire production.

Ship flat, shrink wrapped in bundles of 4. Skid to be stretch wrapped. Clearly identify each bundle in a minimum 20 pt type size as follows:

Shipping Label:

EC 50251 (08/2014)

*Advance Poll Ballot Box /
Urne – Vote par anticipation
Qty / Qté – 4*

EC 50251-1 (08/2014)

*Advance Poll Ballot Box /
Urne – Vote par anticipation
Qty / Qté – 4*

QUOTE SUBMISSION:

Your quotation must show a cost per unit for the initial quantity and if an additional quantity is specified a cost per unit for any option. All unit costs must include all associated transportation fees.

If possible, please prepare your quotation on your company's letterhead or include it in your email when submitting your quotation. This is to ensure that your company's name is clearly linked to your quotation.

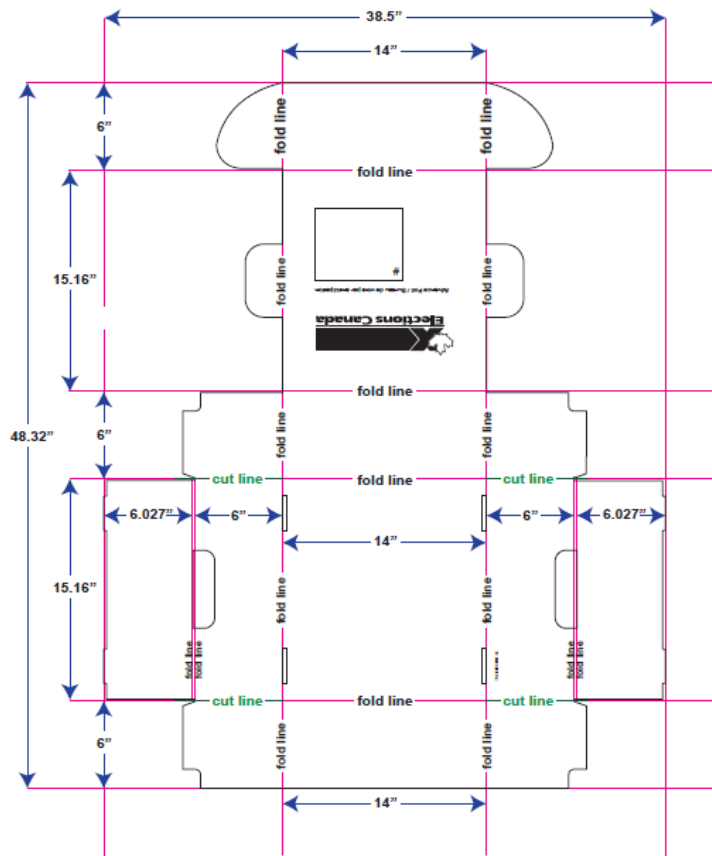
MANDATORY DELIVERY DATE:

October 31th, 2014 or sooner
Please note that partial deliveries will be accepted

PART 2 – SPECIFICATIONS SHEET – EC50252 (08/2014)

DESCRIPTION OF DELIVERABLE:	Die Cut Box with locking tabs
REFERENCE NUMBER:	EC 50252 (08/2014)
TITLE :	Advance Poll Secure Box / Boite sécuritaire – Vote par anticipation
QUANTITY:	8,000 packages of 3 (24,000 boxes)
OVER:	<i>No over / No under</i> Items received by Elections Canada in excess of the allowable overage as stipulated in this specification are not to be invoiced. It is the supplier's responsibility to ensure that items are not shipped in excess of the allowable overage
FINISHED SIZE:	15 1/6" x 14" x 6"
PRINTING:	Prints 2 colors, one side. Full coverage in PMS2253C Green, text and box to be printed in black ink
INK:	Black + PMS 2253C
STOCK:	B-Flute, 29 ECT
COMPONENT:	PDF supplied.
PROOF:	One PDF proof and a draw down of the color are required for approval before production. Please send to Elections Canada, FREM Directorate, 30 Victoria Street, 10th Floor, Gatineau QC K1A 0M6. Attention: Mathieu Levillain

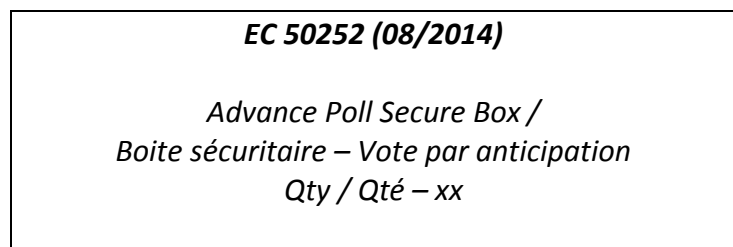
IMAGE:



PACKAGING:

Ship flat, shrink wrapped in bundles of 3. Skid to be stretch wrapped. Clearly identify each bundle in a minimum 20 pt type size as follows:

Shipping Label:



QUOTE SUBMISSION:

Your quotation must show a cost per unit for the initial quantity and if an additional quantity is specified a cost per unit for any option. All unit costs must include all associated transportation fees.

If possible, please prepare your quotation on your company's letterhead or include it in your email when submitting your quotation. This is to ensure that your company's name is clearly linked to your quotation.

MANDATORY DELIVERY DATE: October 31th, 2014 or sooner
Please note that partial deliveries will be accepted

PART 3 – ADDITIONAL INSTRUCTIONS AND SHIPPING REQUIREMENTS

SHIPPING:

When skids are used for shipping:

On non-returnable shipping skids 48" wide x 42" deep and not to exceed 54" high (stacking height, brewery type, four-way entry) – The material must be accessible by hand-held hydraulic pallet movers. *Material shipped to our Distribution Centre, not on specified shipping skids will not be accepted upon delivery.*

SKIDS:

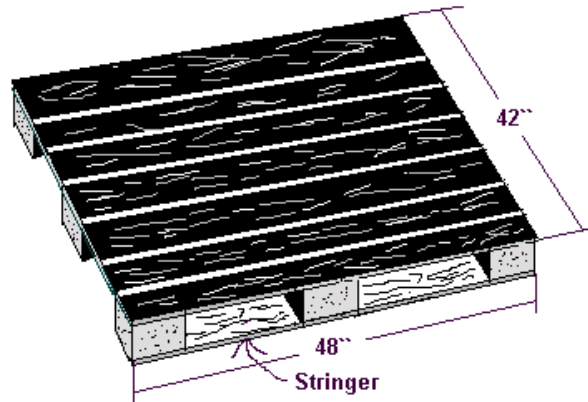
NOTE IF USED SKIDS ARE BEING USED:

BREWERY TYPE SKID

SKID – 4 WAY ENTRY, BREWERY TYPE,
48" WIDE, 42" LONG, 3 STRINGERS WITH 3 BLOCKS, EACH
RUNNING 48" LONG.

NOTE:

Material not on Specified Skids **WILL BE REFUSED**
at 440 Coventry Road Loading Dock



Stringer - SOLID BLOCKS - 4" X 6" X 3" High



HOURS OF OPERATION:

**Elections Canada Mail Room
30 Victoria Street, Gatineau, Quebec
K1A 0M6**

Hours of Operation and Delivery:

8:00 AM to 12:00

12:30 to 4:00 PM

Closed between 12:00 – 12:30

Elections Canada Distribution Centre
100-440 Coventry Road, Ottawa, Ontario
K1K 2Y5

Delivery Hours:

8:00 AM to 12:00 Noon

1:00 PM to 4:00 PM

NOTA:

The Distribution Centre is closed between noon and 1:00 PM and will not accept shipments during that time.

**PRINTER SELECTION AND
ISSUANCE OF CONTRACT:**

Elections Canada reserves the right to award a contract on lowest cost, best delivery or a combination of both. Lowest or any bidder will not necessarily be accepted.

SHIPPING/DESTINATION:

Elections Canada Distribution Centre, 100-440 Coventry Road,
Ottawa, Ontario K1K 2Y5

ADDITIONAL INSTRUCTIONS:

No change in these specifications will be accepted unless approved by the technical authority.

Elections Canada must be informed of the cost of any author's alterations as soon as possible. A contract amendment must be made as soon as any changes affecting cost occur.

The supplier is to return to Elections Canada a final electronic file properly identified with all or any corrections made at the proofing stage before invoices are approved for payment.

Wrapping and shipping instructions must be followed to the letter or the Distribution Centre may refuse to accept the shipment.