

4M005-14-0064

This Amendment 2 is to answer questions 1 to 13.

Q1: Could we know the total number of words targeted for the 3 year period of the contract (2015 to 2018)?

A1: Our service requirement is on an as and when required basis, therefore we cannot determine the total number of words.

Q2: Who can send an offer for this request and are there any security requirements?

A2 : Any supplier can send a proposal. Yes the Security Requirement is mandatory as per section 3, Security Requirement. For more information, please communicate with: <http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-fra.html%23a31> or <http://ssi-iss.tpsgc-pwgsc.gc.ca/ssi-iss-services/eso-oss-eng.html> .

Q3: We have friends who reside in the US, and I am asking if, in this solicitation, they can tender (they are Canadians, obviously). Related to that question: the non-Canadians who live in Canada or in the US, are they authorized to tender.

A3: Yes, they can tender.

Q4: We specialize in English technical and scientific editing services, and have performed this role for TSB in the past. Are we able to bid on just the English editing component of the requirement, or do bidders have to provide translation as well as editing services?

A4: As stated in Annex "A" "Statement of Work" the contract will be awarded to the company that can provide all services. The TSB prefers to receive the translation and editing services from one provider wherever possible.

Q5: In regard to mandatory Technical Criteria M3 (page 4 of 19: "The Proposed Resources must demonstrate that she or he is capable to work during the week, nights and weekends upon request. "), as a Translation Agency, we hire only fully-qualified, experienced professional freelance translators, all of whom have other clients and it

happens that, when I call upon them for a particular task, they may be busy with a previous commitment. This “24-7 availability” criteria seems to preclude agencies such as ours from bidding, as we cannot “order” them to comply as opposed to translation firms with full-time employees. Is my assumption correct?

A5: There are occasions where the supplier could be called upon to provide the required services as stated in the RFP. M-3 services should not be interpreted as 24-7 “Weekday, nights and weekends” is meant to be a potential requirement to obtain the necessary services outside of regular working hours to deliver urgent or short timeline requests.

Q6: In regard to Technical Criteria M4 (page 4 of 19: “The Proposed Resources must provide 2 references for the translation and editing services work to attest to the resources capability of translating up to 1,200 words per regular working day (7.5 hours) and/or editing up to 1,400 words per regular working day (7.5 hours).”), is the bidder allowed to be one of the references? Some of the resources we will proposing have been working with us for over fifteen (15) years.

A6: References must be other than the bidding company.

Q7: In regard to Annex A, Statement of Work, point 5.3.2. Volume of Work (page 16 of 19: “From time to time, the TSB may ask the Contractor to work more than 8 hours in one day or to work over a weekend due to tight deadlines. Regular speed rates will be billed for work undertaken Monday to Friday (except on statutory holidays) between the hours of 7 a.m. and 5 p.m. at a rate of no more than 1,200 words/day for translating and 1,400 words/day for editing. Rush speed rates will be billed for work undertaken at all other times or in volume greater than 1,200 words/day for translating or 1,400 words/day for editing.”), please explain how you derive 7.5-hour days (M4, page 4 of 19), by working from 7 AM to 5 PM, which is ten (10) hours.

A7: The statement is meant to provide what comprises a regular day’s work in hours. The 7 am to 5 pm identifies between which times the service provider can expect to work. This is to avoid what constitutes additional hours of work or overtime.

Q8: Who is the incumbent for this solicitation?

A8: Language Marketplace Inc.

Q9: What was the historical yearly dollar value of work for this contract?

A9: Annual dollar value per year for the existing contract

2010-2011	\$18000.00
2011-2012	\$75000.00
2012-2013	\$58000.00
2013-2014	\$20000.00
2014-2015 to date	\$5400.00

Q10: We are a small translation and editing company. Individually, we each have security clearance, but we don't have it for our location as PWSGC tells us we need to be sponsored by a government department who must make the request on our behalf. Because of the language of the tender notice regarding security of our location, at the bottom of page 6, it seems that we will not be able to send a proposal even though we would meet all professional requirements. Could you please clarify how we can have equal access to your department's tender in this case?

A10: The TSB will make the request and support the potential contract winner for this security requirement prior to contract award. Service providers should communicate with PWGSC directly for answers concerning contracting security requirements.

Q11: Considering the cost of the translation generally consists of editing of the translation, does the cost of editing include the requests of already translated documents or edited documents? Could you specify the cost for the requests of editing services?

A11: Yes, the editing could apply in the two cases and will be treated case by case depending on the client's needs.

Q12 : To be capable of estimating TSB needs, could you provide information on the volume of words translated and edited annually or on the predicted annual budget for the contract?

A12 : We cannot divulge that information. We recommend that you communicate with atip.aiprp@tsb-bst.gc.ca if you would like to send a request.

Q13: Is it possible to extend the closing date of the Request for proposal, for example to the 15 October? There are really too many documents to produce and you have, without a doubt answers and clarifications to provide to many the questions that have been asked to date; Friday September 26, 2014.

A13: We will extend the closure date to Friday October 10, 2014 at 2pm.