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K1A 0S5  
Bid Fax: (819) 997-9776

**Revision to a Request for Supply  
Arrangement - Révision à une demande  
pour un arrangement en matière  
d'approvisionnement**

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**  
Communication Procurement Directorate/Direction de  
l'approvisionnement en communication  
360 Albert St. / 360, rue Albert  
12th Floor / 12ième étage  
Ottawa  
Ontario  
K1A 0S5

<b>Title - Sujet</b> Audio Visual Productions	
<b>Solicitation No. - N° de l'invitation</b> EN578-150098/C	<b>Date</b> 2014-10-10
<b>Client Reference No. - N° de référence du client</b> EN578-15-0098	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> cx028.EN578-150098	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CX-028-65799	
<b>Date of Original Request for Supply Arrangement</b> 2014-09-29 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-10-22</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Baxter, Emily	<b>Buyer Id - Id de l'acheteur</b> cx028
<b>Telephone No. - N° de téléphone</b> (613) 949-1285 ( )	<b>FAX No. - N° de FAX</b> (613) 991-5870
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

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## Amendment 001

The purpose of this amendment is to respond to potential bidders' questions.

### Question 1:

In regards to R1.1, R1.2, and R1.3. Will your evaluation be applied to the samples as a whole or each individual sample? For example:

R.1.1: If Sample #1 is entirely animated/info-graphic style, then obviously, it will not achieve any points in R1.1 for cinematography, camera-angles and lighting. However, if Sample #2 demonstrates cinematography, camera-angles and lighting, will this be sufficient to demonstrate these criteria? Or in other words, will we lose points because Sample#1 doesn't have cinematography, camera-angles and lighting?

R1.2: If Sample #1 doesn't include narration but Sample #2 does include narration – will we lose points in R1.2 because Sample #1 doesn't include narration?

R1.3: If Sample #1 doesn't have special effects but Sample #2 does include special effects – will we lose points in R1.3 because Sample #1 doesn't have special effects?

### Response 1:

For the purposes of R.1.1, R.1.2 and R.1.3, the evaluation team will be looking at the samples provided as a whole. However, as specified for point rated technical criterion R.1, suppliers should submit the required information for EACH video production sample submitted.

### Question 2:

In regards to M.3 on page 11, it says:

*"The total running time of all of the samples combined MUST not exceed twenty (20) minutes in length. Should the running time of the submitted samples exceed twenty (20) minutes in length, only the first twenty (20) minutes will be evaluated."*

Does this mean:

A. Up to 20 minutes for the English version of the samples and up to 20 minutes for the French versions of the samples (potentially up to 40 minutes for all the English samples and their equivalent French samples together)

B. Up to 20 minutes for all English and French versions of the samples combined.

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*Response 2:*

The total running time of all of the samples combined must not exceed twenty (20) minutes in length.

*Question 3:*

In regards to R.1 on page 12, it says:

*"The USB key demo should be menu driven in MP4 format."*

Does the Demo USB have to be menu-driven (as you would see in a DVD)? Could we just present the samples as MP4 files in standard file folders on the USB key for you to access (without a DVD-style menu)?

*Response 3:*

The USB key demo samples should be presented in MP4 format. The demo samples should also be menu driven.

If the MP4 files are presented in standard file folders (without a DVD style menu) then the files must be named to clearly to identify the video production sample(s) in each folder.

The evaluation of video demo samples will start with the first folder presented and continue in the order that the files are presented on the USB key to a maximum of 20 minutes in running time for all video production samples.

*Question 4:*

Is broadcast quality equipment required for all projects awarded through the RFSA?

*Response 4:*

As specified in the **ANNEX "A" STATEMENT OF WORK, A.3 REQUIREMENTS;**

"Video capture using a HDCAM or Digital camera or an equivalent professional camera must be used unless otherwise specified. Digital video cameras must have at a minimum a 3 CCD (Charge Coupled Device) chip and must have a minimum sampling ratio of 4:1:1. The only acceptable camera resolutions for High definition are 720p, 1080i, 1080p, or 4k filmed at a frame rate of 24p or as specified. A minimum compression rate of 4:2:2; 16 x 9 aspect ratio (most departments are requesting 1080i or 1080p)."

*Question 5:*

What percentage of the projects awarded through the RFSA would qualify as educational, informational, or related to training programs?

*Response 5:*

This information is not available.

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*Question 6:*

Is a list of previous projects awarded through the Audio Visual Productions RFSA available?

*Response 6:*

That information can be accessed in the contract history section of [buyandsell.gc.ca](http://buyandsell.gc.ca) or through an Access to Information request to the client department.

*Question 7:*

It would be good to have a template: it is hard to get one's bearings in the 77-page document and to understand/identify the parts that need to be included in our application, or the format and structure that it has to have.

*Response 7:*

No template is available. Suppliers must read each part of the RFSA carefully in order to ensure that they meet the evaluation criteria and the requirements for submission of an arrangement.

**All other terms and conditions remain unchanged.**