



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

AMENDMENT TO REQUEST FOR STANDING OFFER

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

Amendment No.	RFSO Amendment Date:
5	December 17, 2014
Office of the Chief Electoral Officer File No.	
ECSVT-RFSO-14-0385	
Title:	
Voter Information Card (VIC) Printing Services	
Request for Standing Offer Closing Date:	
January 8, 2015 – 2:00 pm (Gatineau time)	
ENQUIRIES – address enquiries to the Standing Offer 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 Standing Offer (RFSO) bearing number ECSVT-RFSO-14-0682 and dated December 02, 2014. This amendment hereby forms part of the RFSO.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFSO and used in this amendment shall have the same meanings assigned to them in the RFSO.

Part 2. Questions and Answers

The following question has been asked in response to the Request for Standing Offer and Elections Canada hereby answers as follows:

2.1 Question No. 3

Question:

Will we receive any data to process, or will pre-formatted pdf files be the only type of files we will receive?

Answer: The individual VIC Variable Data Files within the VIC PDF Print Files must be processed by scaling them to 97.95 percent, as set out in Sections 5.03.02 and 6.04.01 of the SOW, and printed without any further manipulation.

2.2 Question No. 4

Question:

Each sample file contained information for 50 voters. Is there a maximum number of voters that will be included in each pdf file?

Answer: The number of Electors in a VIC PDF Print File should not exceed 1000. Therefore, the maximum number of pages within a VIC PDF Print File should not exceed 2000.

2.3 Question No. 5

Question:

Will the pdf files be batched by electoral district?

Answer: Please refer to the definition of “File Batch” on page 2 of Appendix A - SOW.

2.4 Question No. 6

Question:

In the sample file for Kanata, the sequence numbers in the lower right corner are out of sequence at records 10 and 11; the sequence is 8-9-11-10-12 instead of 8-9-10-11-12. Will the live files have records in sequence or will they be random?

Answer: In the actual VIC Variable Data Files, the digits that appear as part of the barcode will not be sequential nor correlate to the number of VIC Variable Data Files within a VIC PDF Print File.

2.5 Question No. 7

Question:

Can the barcode in the lower right corner be made slightly larger?

Answer: The VIC Variable Data Files within the VIC PDF Print File must not be manipulated in any way by the Contractor, except as set out in Sections 5.03.02 and 6.04.01 of the SOW. The barcode image in the actual VIC Variable Data Files will be larger (approximately double the size) than what appears in the VIC Variable Data Files supplied for producing the Sample VICs. However, the digits that appear as part of the barcode in the actual VIC Variable Data Files will be the same size as those in the VIC Variable Data Files supplied for producing the Sample VICs.