

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions
- TPSGC
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

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

Title - Sujet Events Planning and Management	
Solicitation No. - N° de l'invitation C1111-140462/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client C1111-14-0462	Date 2014-12-23
GETS Reference No. - N° de référence de SEAG PW-\$\$CX-027-66340	
File No. - N° de dossier cx027.C1111-140462	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-01-14	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Buck(CX Div.), Daniel	Buyer Id - Id de l'acheteur cx027
Telephone No. - N° de téléphone (613) 998-8588 ()	FAX No. - N° de FAX (613) 991-5870
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

AMENDMENT 001

The purpose of this amendment is to:

A) Respond to bidder's questions:

Question 1: Will we have access to an Excel or Word version of the Annex B form, as indicated in article 4.1.1.2.2?

Answer 1: An Excel form has now been added to the listing for the Request for Proposals.

Question 2: Are we expected to fill in, sign and submit the specifications Part 1 form when we submit our bid? If so, we will complete the document in PDF format, or will you be providing a Word version?

Answer 2: Canada requires that each bid, at closing date and time or upon request from the Contracting Authority, be signed by the Bidder or by an authorized representative of the Bidder. If a bid is submitted by a joint venture, it must be in accordance with section 17.

Question 3: In which part of our submission must we attach the letter from our Insurer, as required in Clause 6.2?

Answer 3: The letter from your Insurer must form part of the submission and be clearly labelled.

Question 4: Can you explain the difference or clarify the requirements for insurance in Annex A, Clause 4.1.4 (i) versus the requirements contained in Annex E?

Answer 4: The inclusion of Clause 4.1.4 (i) was an oversight in the original French version only; this is now corrected. Insurance requirements are determined by Annex E only. Please see changes in Part B.

Question 5: We are unable to find Annex E, referenced in Annex A, Clause 4.1.4 (k) in the Request for Proposal documents?

Answer 5: Clause 4.1.4 (k) contained an oversight in the original French version only; this is now corrected. A link to the Canadian Actors' Equity Association website has now been included. Please see changes in Part B.

Question 6: We are unable to find Annex F, referenced in Annex A, Clause 4.1.4 (n)?

Answer 6: Reference to 'Annex' F in Annex A, Clause 4.1.4 (n) (in original French version) and (m) (in original English version) was an oversight and has been removed. Please see changes in Part B.

B) Revise the following:**1) At Part 4 Evaluation Procedures and Basis of Selection, Section 4.2.2 Tiebreaker Determination****Delete:****4.2.2 Tiebreaker Determination****Step 1**

In the event, following a successful technical and financial evaluation, one or more (1) bids have an equal Bid Evaluation Value (BEV), the Contracting Authority will select the bid with the highest all-inclusive price in the category of service for: "Artistic".

Step 2

In the event that a tie still exists after Step 1, the Contracting Authority will select the bid with the highest all-inclusive price in the category of service for: "Technical"..

Step 3

In the event that a tie still exists after Step 2, the Contracting Authority will select the bid with the lowest all-inclusive price in the category of service for: "Production & Logistics".

Step 4

In the event that a tie still exists after Step 3, the Contracting Authority will select the bid with the highest all-inclusive price in the category of service for: "Broadcast".

Replace with:**4.2.2 Tiebreaker Determination****Step 1**

In the event, following a successful technical and financial evaluation, one or more (1) bids have an equal Bid Evaluation Value (BEV), the Contracting Authority will select the bid with the lowest all-inclusive price in the budget category: "Administration".

Step 2

In the event that a tie still exists after Step 1, the Contracting Authority will select the bid with the highest all-inclusive price in the budget category: "Artistic".

Step 3

In the event that a tie still exists after Step 2, the Contracting Authority will select the bid with the highest all-inclusive price in the budget category: "Technical".

Step 4

In the event that a tie still exists after Step 3, the Contracting Authority will select the bid with the lowest all-inclusive price in the budget category: "Production & Logistics".

Step 5

In the event that a tie still exists after Step 4, the Contracting Authority will select the bid with the highest all-inclusive price in the budget category: "Broadcast".

2) At Annex A Statement of Work - 4.1.4 Administrative Responsibilities (i)

Delete:

- i. The Contractor must, at its own expense, purchase, provide and maintain in force for the duration of the contract (excluding the period covering the set-up, rehearsals, performances, and tear down) comprehensive general public liability insurance, naming PCH as co-insured, against claims for personal injury (including death) or property damage or public liability claims due to any accident or occurrence, arising out of or in connection with the execution of the contract, indemnifying and protecting PCH to a limit of not less than five million (\$5,000,000.00). For the period covering the set-up, rehearsals, performances, and tear-down, the Contractor shall, at its own expense, purchase, provide and maintain in force comprehensive general public liability insurance, naming PCH as co-insured, against claims for personal injury (including death) or property damage or public liability claims due to any accident or occurrence, arising out of or in connection with the execution of the contract, indemnifying and protecting PCH to a limit of not less than fifteen million (\$15,000,000.00), per occurrence, given the nature of the event, its location and size of crowd. There shall be no right of subrogation of the Contractor or the insurer and the policy of insurance shall contain a severability of interests clause. The Contractor shall provide PCH with a copy of the certificates of insurance no less than five (5) days after the award of the contract. PCH reserves the right to cancel the contract if PCH does not receive the said certificate in which event the contract shall be null and void;

3) At Annex A Statement of Work - 4.1.4 Administrative Responsibilities (k)

Delete:

- k. Sign a Letter of Adherence to PCH's Event Agreement with Canadian Actors' Equity Association. The Contractor may ask for certain concessions but existing clauses cannot be changed or re-negotiated. The Contractor will apply this agreement to all artists engaged that fall under the scope of Equity's jurisdiction. (See Canadian Actors' Equity Association website: <http://www.caea.com/EquityLibrary/Default.aspx>). The Contractor shall also respect and adhere to any reciprocal agreements between Equity and other performing arts unions such as but not limited to ACTRA, Uda and CFM. For the broadcast, these three unions are required and the Contractor is required to sign and supply letters of adherence or equivalent document to PCH, and if requested, to the broadcaster(s);

Replace with:

- k. Sign a Letter of Adherence to PCH's Event Agreement with Canadian Actors' Equity Association. The Contractor may ask for certain concessions but existing clauses cannot be changed or re-negotiated. The Contractor will apply this agreement to all artists engaged that fall under the scope of Equity's jurisdiction. (See Canadian Actors' Equity Association website: <http://www.caea.com/EquityLibrary/Default.aspx>). The Contractor shall also respect and adhere to

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C1111-140462/A

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

cx027

Client Ref. No. - N° de réf. du client

C1111-14-0462

File No. - N° du dossier

cx027C1111-140462

CCC No./N° CCC - FMS No/ N° VME

any reciprocal agreements between Equity and other performing arts unions such as but not limited to ACTRA, Uda and CFM. For the broadcast, these three unions are required and the Contractor is required to sign and supply letters of adherence or equivalent document to PCH, and if requested, to the broadcaster(s);

4) At Annex A Statement of Work - 4.1.4 Administrative Responsibilities (n)

Delete:

- n. Produce, gather and provide to PCH all the assignments and/or waivers (Annex F) required in order to confirm that the intellectual property rights in/to the works created in the course of this contract will belong to PCH;

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL (RFP) REMAIN UNCHANGED.