



RETURN BIDS TO : - RETOURNER LES SOUMISSION À:

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)

Blank lines for bidder information

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder - Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)

( ) Telephone No. - No de téléphone

( ) Fax No. - No de télécopieur

E-mail address - Adresse de courriel

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Form containing fields: Title - Sujet (Employee Assistance Program (EAP) - Headquarters), Solicitation No. - No de l'invitation (1000320986), Date (January 16, 2015), Amendment No. - N° modif. (001), Solicitation closes - L'invitation prend fin (on - le January 30, 2015 at - à 2:00 P.M. / 14 h), Time zone - Fuseau horaire (EST /HNE Eastern Standard Time/ Heure Normale de l'Est), Contracting Authority - Autorité contractante (Name - Nom Steve Gilroy, Address - Adresse - See original document/ voir document original, E-mail address - Adresse de courriel - steve.gilroy@cra-arc.gc.ca), Telephone No. - No de téléphone (613) 948-2455, Fax No. - No de télécopieur (613) 948-2459, Destination - Destination (See herein / Voir dans ce document), and a security requirement notice.



## SOLICITATION AMENDMENT # 001

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP; and

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### 1. QUESTIONS AND ANSWERS

#### Question 1.

Can we present two separate counsellor networks (1 network is for counselling, 1 network is specialized and used only for Trauma Services)? – Mandatory Criteria 3.a.b.c.d.

#### Answer 1.

Yes that is fine, as long as all of the criteria have been met in both lists.

#### Question 2.

How much detail is required in the tables PR1B, PR1C, and PR1E, RE: specialties of counsellors to get maximum points? Do we simply check-off applicable areas or write in all specialties.

#### Answer 2.

In tables PR1B and PR1E it can be checked off, while some details can be added in table PR1C.

#### Question 3.

We have some counsellors for Ottawa, who are in good standing with their respective colleges, but have not received renewed memberships yet, as they typically arrive at end of January. Will you accept proof of purchase (i.e. receipt) along with expired membership with an explanation? 3.b

#### Answer 3.

Receipts will be accepted as proof of current membership, along with the other required information..

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**