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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
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Issuing Office - Bureau de distribution
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K1A 0S5

Title - Sujet Aviation document booklets and labe	
Solicitation No. - N° de l'invitation T8518-130090/B	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client T8518-130090	Date 2015-01-23
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-010-66268	
File No. - N° de dossier cw010.T8518-130090	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-06	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
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The purpose of this amendment is to respond to Bidder's questions and to make the revisions indicated in Part B of this solicitation amendment:

PART A – RESPOND TO BIDDER’S QUESTIONS

Question 3:

ANNEX “A” - STATEMENT OF WORK – Stream A - Section 1.1 – Aviation Document Booklets

In the second paragraph in this section, the requirement states “The ADB also included a “sewn-in” laminate before page 1 which is adhered to page 2 after customization.”

Please confirm if this statement is correct. The laminate is sewn in before page 1, which is the actual data page, however, is the laminate is actually adhered to page 1 (data page) before customization?

Response 3:

The laminate is adhered to page 1 after customization. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.

Question 4:

ANNEX “A” - STATEMENT OF WORK – Stream A - Section 1.1 – ADB - Sub Section 1.1.2 Printing Specifications

- a) Bullet point #1 states: Lithographic printing on all text pages with background tint provided by ten (10) different coloured inks, as per the specifications.

Does the breakdown referenced actually refer to the ten (10) different colours that are used as border designation for the ADLs ?

- b) Bullet point #1 - the latter part of the requirement states: “*a different colour has been allocated to the border around each label*”.

This is not applicable to the ADB section nor to Stream A. The border colour(s) designating the label type is applied during the customization of the label only and is applicable to Stream B only.

We would recommend that this reference be removed from this section.

- c) Bullet point #2 it states: “*Intaglio printing is found on the inside front cover (end-leaf), the inside back cover (end-leaf) and on page 3.*”

Is intaglio printing is produced on both the front and rear end-leaves and on page 3? Please confirm and/or clarify.

- d) Bullet point #3 it states: “*Letterpress printing of the alphanumeric number and 1D bar code is required on page 3.....will be provided to the Contractor by the TC Procurement Authority, as required.*”

Is a 1D bar code printed on page 3 and on page 24 of the ADB? Please confirm and/or clarify.

- e) Bullet point # 4 (*sic*) it states: *“Duplicate or missing serial numbers will not be acceptable.”* The requirement for “No duplicate numbers...” is not an issue and is easily met. However, missing serial numbers can occur as part of both the numbering and customization processes. We recommend that the statement be revised and we suggest the following wording change: *“Duplicate serial numbers will not be acceptable. Missing serial numbers must be logged and tracked for security and inventory purposes.”* Please confirm and/or clarify.

Response 4:

ANNEX “A” - STATEMENT OF WORK – Stream A - Section 1.1 – ADB - Sub Section 1.1.2 Printing Specifications

- a) Bullet point # 1 - The wording reflects the ten (10) colours assigned to the TCCA label borders. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.
- b) Bullet point # 1 - The wording reflects the ten (10) colours assigned to the TCCA label borders. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.
- c) Bullet point # 2 - Intaglio printing is produced on the front and rear end-leaves. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.
- d) Bullet point # 3 - Letterpress printing of the alphanumeric number and 1D bar code is required on page 24 of the ADB. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.
- e) Bullet point # 5 - A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.

Question 5:

ANNEX “A” - STATEMENT OF WORK – Stream A - Section 1.1 – ADB - Sub Section 1.1.3 – Materials – Including Security Features

In this sub-section, the last listed “material” refers to the “Laminate”. This requirement reads: “Heat activated adhesive coated one side providing a protective cover to the data page (3) following customization.”

Previously it is indicated that the first page or page (1) is the actual “data page” and not page (3) as noted in 1.1.3. Please clarify.

Response 5:

Page 1 is the data page. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.

Question 6:

ANNEX "A" - STATEMENT OF WORK – Stream A - Section 1.2 – ADL - Sub Section 1.2.2 – Security Printing Techniques Required for the Labels on Carrier Sheets

In this sub-section, the last point refers to the use of "*Optically variable inks (OVI)*" as one of the "*Security Printing Techniques*". Please clarify.

Response 6:

The specification for Optically variable inks (OVI) has been removed from this section. A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.

Question 7:

ANNEX "A" - STATEMENT OF WORK – Stream A - Section 1.2 – ADL - Sub Section 1.2.2.1 – Numbering on the Label Carrier

In this section/sub-section, the requirement begins with the following statement: "*1D bar coded to each booklet.*"

Should this indicate "label carrier" and not "booklet". Please confirm and/or clarify.

Response 7:

A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.

Question 8:

ANNEX "A" - STATEMENT OF WORK – Stream A - Section 2 – Quantities - Point # 2 – Initial Print Production

In this section, there appears to be a contradiction between the "Initial Print Production" requirements and what is stated in the "Anticipated Quantity".

In the "Initial Print Production", it definitively states that the Contractor must print an initial quantity of 75K ADBs and an initial quantity of 90K ADLs.

However, in the "*Anticipated Quantities section, although it is stated that "the following is provided for information only and is not a guarantee the complete quantity"*". Please confirm and/or clarify.

Response 8:

The Contractor must print an initial quantity of 75K ADBS and an initial quantity of 90K ADLs (Labels). A revision has been made to the Annex A Statement of Work for Stream A. Refer to Part B of this amendment.

Question 9:

ANNEX "A" - STATEMENT OF WORK – Stream A - Section 2 - Quantities – Point 5 – Completed – Printed and Finished Blank ADBs and Labels, Ready for Customization

This section denotes that: *"The Contractor must ship all printed blank ADBs and printed blank labels/label carrier to the Transport Canada Distribution Centre at"*.

Based on the division defined in the RFP for Stream A and Stream B, it would appear that this requirement will only be exercised if a respondent is awarded a contract for "Stream A" only? Please confirm and/or clarify whether this interpretation is correct and this would not be the requirement if a Contractor were to be awarded a contract to provide for both streams?

Response 9:

If a Contractor is awarded both Stream A and Stream B, it will be required to ship to TC, all of the Blank ADBs and Labels for TC to store. TC will supply the Contractor with a sufficient stock of Blank ADBs and Labels to perform the Stream B requirement (anticipated to be a three [3] month supply).

Question 10:

ANNEX "B" – BASIS OF PAYMENT - B.1.1 – Pricing Schedule - STREAM A – Printing of Aviation Documents Booklets and Labels

In the second paragraph in this section starting with *"The all-inclusive prices must include....."*, the paragraph ends with *"and delivery to the Transport Canada Distribution Centre."*

We believe that inclusion of delivery to the Transport Canada Distribution Centre would only apply if a respondent was awarded the contract for Stream A only.

Should the pricing requirement for delivery to the Transport Canada Distribution Centre be provided as a separate price and not as an integral component of an "all inclusive" price. Please confirm and/or clarify.

Response 10:

If a Contractor is awarded both Stream A and Stream B, it will be required to ship to TC, all of the Blank ADBs and Labels for TC to store as stated in Response 9. Shipping to the TC destination address must be included in the all-inclusive prices as specified in Annex B.

The cost of shipping the Blank ADBs, labels and envelopes to the Contractor for customization as specified for Stream B, is the responsibility of TC.

Question 11:

ANNEX "B" – BASIS OF PAYMENT - STREAM A – Sub-Section B.1.A.2 P2010 Escalation for Paper (Cover, Test Paper, Label and Laminate)

The header for this section/sub-section makes reference to an escalation allowance for Paper and, in parenthesis, refers to "Cover, Test Paper, Label and Laminate" which implies that the escalation allowance will also be acceptable to these listed components.

Although the header makes reference to price escalation provision for the "Cover, Test Paper, Label and Laminate" these additional components are not reflected in the text/body of the requirement.

In this same section, in the second paragraph, it reads "*Such notice must contain the price as publicly announced by at least three (3) paper suppliers who supply the grade specified in the Contract and the date the price came into effect.*"

The paper substrate is a specially produced security paper that contains very specific security elements in addition to a watermark. This paper is available to security printers only and is not publically available. It is also only currently available through one Canadian select mill. Based on these current facts, there would be no publically announced prices from three (3) paper suppliers with the capabilities to provide the grade/type of substrate used. Notification of price changes would only be as a result of negotiations directly between the contractor and the supplier.

This would also apply to the other security components as well.

We recommend that this requirement either be modified to reflect the restricted availability of the paper or for the requirement referenced in italics above to be removed in its entirety. Please confirm.

Response 11:

There are currently four (4) lines for the entry of pricing and information related to the materials. Bidders may add additional lines to their proposals as required.

A revision has been made to the B.1.A. included in the Annex B Basis of Payment for Stream A. Refer to Part B of this amendment.

Question 12:

ANNEX "B" – BASIS OF PAYMENT - STREAM B – Sub-Section B.1.2 – Pricing Schedule
STREAM B – Customization of ADB Including Warehousing of Pre-Printed ADBS and Labels, Order Receiving and Fulfillment, Customization and Distribution

In this section, no provision has been made to address the potential of cost increases resulting from both internal and external influences that can be experienced over the course of time.

To address this deficiency, we respectfully request the provision to include application of CPI for the resulting contract.

Question 12:

The allowance for CPI increases are often used in contracts that do not include any Escalation clauses or pricing for option periods. In the Annex B Basis of Payment for both Stream A and Stream B, bidders must submit the all-inclusive pricing as specified for the period of the Contract and the Option years. The pricing for the Option years may reflect any possible increases for those periods.

Question 13:

ANNEX "E" – E.2 – EVALUATION GRID – STREAM B – Section R1 - Stream B - Point Rated Criteria
Sub-Section R.1.3. - Item b. – Corporate Capability

This specific requirement states "The Bidder's capability to provide File Transfer Protocol (FTP) with unique user ID and password.

Is Simple Object Access Protocol (SOAP) that includes a set of processes to automatically request new ADBs and ADLs and to retrieve reports of personalization status of each request is acceptable? Please confirm and/or clarify.

Response 13:

Simple Object Access Protocol (SOAP) is acceptable. A revision has been made to the Annex E - E.2 – EVALUATION GRID – STREAM B – Section R.1. Refer to Part B of this amendment.

Question 14:

ANNEX “E” – E.2 – EVALUATION GRID – STREAM B - Point Rated Criteria – Section R.2.
Implementation of Work

The title for this section reads as “R.2. IMPLEMENTATION OF WORK – STREAM A”.

There is also a similar reference at the end of the first paragraph in this section the reads, “....as described in the Statement of Work for Stream A.”

In both of these incidents, we recommend that the references to be revised to refer to “STREAM B”.

Response 14:

A revision has been made to the Annex E - E.2 – EVALUATION GRID – STREAM B – Section R.2. Refer to Part B of this amendment.

Question 15:

GENERAL - IT Infrastructure Security

In reviewing the security requirements pertaining to the IT infrastructure, it is unclear if compliance to the requirements as defined by CIISD, more specifically, compliance to MITS (Management of Information Technology Security).

Can you confirm and/or clarify whether compliancy is required.

Response 15:

IT Infrastructure. Compliancy is required to the security requirements stated in the RFP, IT Security Requirements Technical Document in Annex C.

Question 16:

Based on design and component requirements, typical lead times range from a minimum of 120 days to 160 days. The standard process that is followed in the print industry, particularly security printing, is at the time of the contract award or issuance of a PO, a meeting/discussion is arranged between the client and the Contractor to define the requirements, that include:

- a) Would PWGSC/TCCA be prepared to amend this requirement in the SOW to read, as an example:

“Following contract award the contractor will meet with client to collaboratively develop an agreed manufacturing schedule”.

OR

- b) Based on experience and issues note, would PWGSC/TCCA be prepared to amend the requirement from the 60 days to read 120 calendar days? We believe this to be a more realistic timeframe would be more acceptable.

Response 16:

Following contract award the Contractor will meet with PWGSC and TCCA officials to collaboratively develop an agreed manufacturing schedule.

Question 17:

Section 1.2 – Order Transmission states:

“The Contractor must provide TC Procurement Authority and the TCCA Project Authority w with a File Transfer Protocol (FTP) capability.....”

Simple Object Access Protocol (SOAP) that includes a set of processes to automatically request new ADBs and ADLs and to retrieve reports of personalization status of each request would be acceptable.

Response 17:

Simple Object Access Protocol (SOAP) will be used to automatically request new ADBs and ADLs and to retrieve reports of the customization status of each request. FTP will not be used.

Question 18:

Section 1.3 – 1st paragraph states:

“TCCA Project Authority expects to interface with order processing and information management systems already in use by the Contractor.....”

This appears to be contradictory to what is stated in “Section 1.2 – Order Transmission”. Please clarify. The current system already in use is SOAP data exchange.

Response 18:

SOAP protocol is currently in use between TCCA and the Contractor. This will continue to be the case with the new agreement. FTP will not be used.

PART B – REVISE THE FOLLOWING:**B.1) In ANNEX “A” - STATEMENT OF WORK – STREAM A****Section: 1.1 Aviation Document Booklet (ADB)****DELETE:**

The ADB also includes a “sewn-in” laminate before page 1 which is adhered to page 2 after customization.

For Booklet format specifications, refer to the void copy of the ADB provided as an attachment.

REPLACE WITH:

The ADB also includes a “sewn-in” laminate before page 1 which is adhered to page 1 after customization.

B.2) In ANNEX “A” - STATEMENT OF WORK – STREAM A**Section: 1.1 Aviation Document Booklet (ADB)**

Sub-section: **1.1.2 Printing Specifications**, under the heading: ***The Contractor must produce ADBs as per the sample from a previous production including the following:***

DELETE the first bullet point in its entirety:

- Lithographic printing on all text pages with background tint provided by ten (10) different coloured inks, as per the specifications, a different colour has been allocated to the border around each label.

DELETE the second, third, fourth and fifth bullet points in their entirety AND REPLACE with the following:

- The text pages and inside back cover are printed in a dark grey ink. Intaglio printing is produced on both the front and back endleaves.
- Letterpress printing of the alphanumeric number and 1D bar code is required on page 24 in black ink. Each booklet blank must be consecutively numbered as per the specification. This number is serialized and 1D bar coded to each booklet, in sequence, and provides inventory control. Numbering instructions will be provided to the Contractor by the TC Procurement Authority, as required;
- Duplicate will not be acceptable.
- Missing serial numbers must be logged and tracked for security and inventory purposes and submitted to the TC Procurement Authority at the end of each month; and

B.3) In ANNEX "A" - STATEMENT OF WORK – STREAM ASection: **1.1 Aviation Document Booklet (ADB)**Sub Section **1.1.3 – Materials – Including Security Features****DELETE:**

Laminate

- Variable sized flowing visible text on laminate;
- Invisible fluorescent UV image printed.
- Heat activated adhesive coated one side providing a protective cover to the data page (3) following customization.

REPLACE WITH:

Laminate

- Variable sized flowing visible text on laminate;
- Invisible fluorescent UV image printed.
- Heat activated adhesive coated one side providing a protective cover to the data page (1) following customization.

B.4) In ANNEX "A" - STATEMENT OF WORK – STREAM ASection: Stream A - Section **1.2 Unique Labels on Label Carrier Sheets**Sub Section **1.2.2 – Security Printing Techniques Required for the Labels on Carrier Sheets****DELETE:**

- Optically variable inks (OVI).

B.5) In ANNEX "A" - STATEMENT OF WORK – STREAM ASection: Stream A - Section **1.2 Unique Labels on Label Carrier Sheets**Sub Section **1.2.2.1 – Numbering on the Label Carrier****DELETE:**

1D bar coded to each booklet.

REPLACE WITH:

1D bar coded to each label carrier.

B.6) In ANNEX "A" - STATEMENT OF WORK – STREAM ASection: Stream A - Section **2 Quantities****DELETE the following in its entirety AND DO NOT REPLACE:****Anticipated Quantity:**

The following is provided as information only and is not a guarantee that the complete quantity will be ordered nor does it represent any commitment on the part of Canada to produce the stated quantities.

It is anticipated that a total of 75,000 Booklets will be required to cover the needs for a three (3) -year

period. Additional lots of 10,000 for a total of 30,000 can be exercised by the TC Procurement Authority if the initial printing of 75,000 ADBs is insufficient over the three (3) year period of the contract.

It is anticipated that a total of 90,000 Licence/Permit and Medical Certificate Labels may be required to cover the needs for a three (3) -year period. Additional lots of 10,000 for a total of 30,000 can be exercised by the TC Procurement Authority if the initial printing of 90,000 labels is insufficient over the three (3) year period of the contract.

B.7) In ANNEX "B" – BASIS OF PAYMENT – STREAM A

Section: B.1.A PAPER ESCALATION CLAUSES (SOLICITATION AND CONTRACT)

DELETE: B.1.A PAPER ESCALATION CLAUSES (SOLICITATION AND CONTRACT) in its entirety and **REPLACE WITH:**

B.1.A ESCALATION CLAUSES (SOLICITATION AND CONTRACT)

Bidders must complete the B.1.A.1-T- *Escalation Clause for the material (Cover, Paper and Laminate) necessary to complete the Contract* and include it with their Bid. If the Bidder does not complete and provide the B.1.A.1-T- *Escalation Clause for the material (Cover, Paper and Laminate) necessary to complete the Contract* with the Bid, no Escalation Clause will be included in the Contract and no price escalation will be granted based on increased material costs (cover, paper and laminate) during the period of the Contract.

B.1.A.1- T - Escalation for the material (Cover, Paper and Laminate) necessary to complete the Contract

1. The resulting contract will contain a provision for price adjustment (increase or decrease) of the portion of the price directly related to the base transaction cost of the material (Cover, Paper and Laminate) necessary to complete the Contract. Price adjustment will apply only to increase or decrease of the base transaction cost of the material that may occur at any time during the resulting contract period but not before thirty (30) days after contract award.
2. Bidders must provide their base transaction cost(s) and the quantity of the material (cover, paper and laminate) on which the base transaction costs are established in their bid as follows:

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent _____ percent of the unit price(s). Brand name and material supplier:

_____.

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent _____ percent of the unit price(s). Brand name and material supplier:

_____.

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent
____ percent of the unit price(s). Brand name and material supplier:

_____.

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent
____ percent of the unit price(s). Brand name and material supplier:

_____.

3. Upon request from the Contracting Authority, bidders must provide supporting documentation to confirm the base transaction cost. Such documentation may consist of copy of quotation from the supplier(s).

B.1.A.2 - C - Escalation for the material (Cover, Paper and Laminate) necessary to complete the Contract

1. The portion of the price directly related to the base transaction cost of the material (Cover, Paper and Laminate) necessary to complete the Contract is subject to price adjustment (increase or decrease) at any time during the contract period but not before (*date corresponding to the end of the 30-day period after contract award*). The price will be adjusted using the percentage of the announced increase or decrease that came into effect by applying it to the applicable base transaction cost.
2. To request a price adjustment, the Contractor must provide the Contracting Authority with a notice indicating the increase or decrease in the base transaction cost of the material (cover, paper or **laminate**) necessary to complete the requirement of the Contract, if applicable. Such notice must contain the price as announced by the supplier who supplies the material specified in the Contract and the date the price came into effect.
3. The base transaction cost of paper subject to price adjustment is as follows:

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent
____ percent of the unit price(s). Brand name and material supplier:

_____.

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent
____ percent of the unit price(s). Brand name and material supplier:

_____.

_____: __ lb. at a base transaction cost per Cwt. of \$_____, and which represent
____ percent of the unit price(s). Brand name and material supplier:

_____.

Solicitation No. - N° de l'invitation

T8518-130090/B

Amd. No. - N° de la modif.

005

Buyer ID - Id de l'acheteur

cw010

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

T8518-130090

File No. - N° du dossier

cw010T8518-130090

CCC No./N° CCC - FMS No/ N° VME

_____ : ____ lb. at a base transaction cost per Cwt. of \$_____, and which represent
_____ percent of the unit price(s). Brand name and material supplier:
_____.

4. The Contractor must provide a copy of the quotation from the supplier(s) to support the above base transaction cost and a copy of the invoice(s) from the paper supplier(s) support the adjusted base transaction cost.
5. Any price adjustment must be approved by the Contracting Authority and will be evidenced through a contract amendment.

B.8) In ANNEX "E" – E.2 EVALUATION GRID – STREAM B

Point rated Criteria Stream B

Section: **R.1 – Corporate Capability**Sub Section **R.1.3 – Item B****DELETE:**

- b. The Bidder's capability to provide File Transfer Protocol (FTP) with unique user ID and password.

REPLACE WITH:

- b. The Bidder's capability to provide File Transfer Protocol (FTP) with unique user ID and password or to provide Simple Object Access Protocol (SOAP) that includes a set of processes to automatically request new ADBs and ADLs and to retrieve reports of personalization status of each request.

B.9) In ANNEX "E" – E.2 EVALUATION GRID – STREAM B

Point rated Criteria Stream B

Section: **R.2 – Implementation of Work****DELETE the heading:****R.2. IMPLEMENTATION OF WORK – STREAM A** (Maximum 104 Points R.2.1 – R.2.6)**REPLACE WITH:****R.2. IMPLEMENTATION OF WORK – STREAM B** (Maximum 104 Points R.2.1 – R.2.6)**B.10) In ANNEX "E" – E.2 EVALUATION GRID – STREAM B**

Point rated Criteria Stream B

Section: **R.2 – Implementation of Work****DELETE paragraph 1 in its entirety and REPLACE WITH:**

The plan should clearly describe how the Bidder proposes to implement and manage the complete process of warehousing, order processing and order fulfillment, data processing, customization, preparation for distribution and the ongoing distribution of Aviation Document Booklets and labels and reporting of activity for this requirement as described in the Statement of Work for Stream B.

ALL OTHER CLAUSES AND CONDITIONS REMAIN UNCHANGED