

**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

<b>Title - Sujet</b> Video Production		
<b>Solicitation No. - N° de l'invitation</b> 45045-140003/A		<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> 45045-14-0003		<b>Date</b> 2015-01-26
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CX-014-66494		
<b>File No. - N° de dossier</b> cx014.45045-140003	<b>CCC No./N° CCC - FMS No./N° VME</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-01-29</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>		
<b>Address Enquiries to: - Adresser toutes questions à:</b> Wright, Brandon		<b>Buyer Id - Id de l'acheteur</b> cx014
<b>Telephone No. - N° de téléphone</b> (613) 991-1475 ( )		<b>FAX No. - N° de FAX</b> (613) 949-1281
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>		

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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The purpose of this amendment is to publish answers in response to questions received regarding this RFP.

THE FOLLOWING CLARIFICATIONS FORM PART OF THIS RFP:

Q14. In PART 3 - 3.1, the bidder is asked to provide 2 soft copies on USB of the technical bid and 1 soft copy of the financial bid on USB. Are we able to use the one USB for all soft copies?

A14. Yes, but it is requested that there are soft copies of the technical bid on 2 USB sticks, and 1 soft copy of the financial bid on another USB stick.

Q15. Under M.1, in addition to the video samples should we provide the following information for evaluation: company profile and team credentials?

A15. The only information that will be evaluated under the technical portion of the evaluation is what is detailed under Attachment 4.1 to Part 4, explicitly.

Q16. Under M.1.1, one of the three video samples must demonstrate the bidder's ability to produce or adapt a video in both official languages. How would you prefer the video sample to be presented in order to evaluate the project? For instance, should we create one video sample with both the English and the French videos?

A16. The sample submitted for that criteria can be submitted as one video with both English and French or as two with the languages separated, though it should be clearly indicated that they are both part of the same sample.

Q17. Under ANNEX A – A.6, this section notes occasional e-learning/new media requirements may be requested. We do not see any requirements in the proposal for details on pricing or samples. How should we address this requirement for evaluation?

A17. The only information that will be evaluated under the technical portion of the evaluation is what is detailed under Attachment 4.1 to Part 4, explicitly.

Q18. Under ANNEX B – B.1, should the blended hourly rate be the pricing for each individual service or a combination of all services in that category. For instance, for Blended Hourly Rate (A) do we add the cost for all three services and submit that amount or the average pricing for each service individually? To use your Bidder B sample on page 27, is #12 pricing of \$40.00 the hourly rate for all three services combined or the individual price for each service.

A18. The single hourly rate that you submit for Blended Hourly Rate (A) will be the rate that is applied to each of the services listed under it. How you determine what that rate should be is at your discretion. The

Solicitation No. - N° de l'invitation

45045-140003/A

Amd. No. - N° de la modif.

003

Buyer ID - Id de l'acheteur

cx014

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45045-14-0003

File No. - N° du dossier

cx01445045-140003

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same applies to Blended Hourly Rate (B). In the example mentioned, each of those services would be billed at the \$40.00 rate.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**

If your offer has already been submitted it can be modified by sending an amendment identified with file no 45045-140003/A to the attention of the Bid Receiving Unit, Public Works and Government Services Canada, Place du Portage, Phase III, Main Lobby, Core 0B2, 11 Laurier St., Gatineau, Quebec, K1A 1C9