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Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada  
800 Burrard Street, Room 219  
800, rue Burrard, pièce 219  
Vancouver, BC V6Z 0B9  
Bid Fax: (604) 775-7526

**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

The referenced document is hereby revised; unless  
otherwise indicated, all other terms and conditions of the  
Offer remain the same.

Ce document est par la présente révisé; sauf indication  
contraire, les modalités de l'offre demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada -  
Pacific Region  
219 - 800 Burrard Street  
800, rue Burrard, pièce 219  
Vancouver, BC V6Z 0B9

<b>Title - Sujet</b> RMSO - Imaging Consumables		
<b>Solicitation No. - N° de l'invitation</b> EZ107-120002/E		<b>Date</b> 2015-02-20
<b>Client Reference No. - N° de référence du client</b> EZ107-120002		<b>Amendment No. - N° modif.</b> 004
<b>File No. - N° de dossier</b> VAN-2-35246 (582)	<b>CCC No./N° CCC - FMS No./N° VME</b>	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VAN-582-7411		
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale		2015-01-05
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-03-20</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>Address Enquiries to: - Adresser toutes questions à:</b> Lee, Hilda		<b>Buyer Id - Id de l'acheteur</b> van582
<b>Telephone No. - N° de téléphone</b> (604) 666-1106 ( )		<b>FAX No. - N° de FAX</b> (604) 775-7526
<b>Delivery Required - Livraison exigée</b>		
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>		
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

Solicitation No. - N° de l'invitation

EZ107-120002/E

Amd. No. - N° de la modif.

004

Buyer ID - Id de l'acheteur

van582

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

EZ107-120002

File No. - N° du dossier

VAN-2-35246

CCC No./N° CCC - FMS No/ N° VME

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**TITLE: RMSO - Imaging Consumables**

**SEE ATTACHED**

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This amendment 004 is raised to incorporate the following information into Solicitation No. EZ107-120002/E:

- 1) Questions and Answers
- 2) Extend the closing date to Friday, March 20<sup>th</sup>, 2015 14:00 Pacific Time

### **QUESTIONS AND ANSWERS**

#### **Q1. Annex C" Evaluation and Basis of Selection"**

Evaluation of Compliance to Mandatory Requirements: Each Offer will be reviewed for compliance with the mandatory requirements of the solicitation. All elements of the solicitation that are mandatory requirements are identified specifically with the words "must" or "mandatory". Offers that do not comply with each and every mandatory requirement will be considered non-responsive and be disqualified.

Criteria "M1" states: The Offeror must demonstrate that they met all requirements as described in this RFSO.

The above evaluation criteria are quite a vague and we are looking to clarify what specifically we require in our response to be compliant to the PWGSC's requirement. Do we need to respond to each and every clause in the entire RFSO document? Or are you looking for responses to Annex C where mandatory criteria are listed ("M1" to M6")?

- A1. Offerors must meet all of the mandatory requirements as described within this RFSO. All consumables offered must meet the mandatory requirements described in Annex A – Requirement and Annex C - Evaluation and Basis of Selection. If Offerors fail to meet the minimum percentage of consumables as described in Annex C and fails to meet the mandatory criteria described within the RFSO, it will be considered non-responsive, and it will not be evaluated further.
- Q2.** When reviewing the format of the document, the Technical offer is clearly laid out on page 8 of 54 with points a, b and c. However, later in the document, Annex C "Evaluation and Basis of Selection" requests additional content listed as Mandatory Criteria "M1" – "M6". Are we to include responses to these requirements with the Technical proposal?
- A2. Offerors are required to response to all mandatory criteria listed in Annex C and the technical offer with points a and b.
- Q3.** Our intention is to purchase remanufactured consumables from a CGSB certified remanufacturer to supply that portion of the bid. Do we simply state that fact in our response along with the appropriate certification information for the remanufacturer or is there another process?
- A3. The Offerors can simply state that fact along with appropriate certification information.
- Q4.** What steps if any have been taken to insure an individual company does not submit multiple bid disguised as separate companies by way of incorporating and or registering different names which in essence are one organization?
- A4. In 2006 (2014-09-25) Standard Instructions – Request for Standing Offers – Goods or Services – Competitive Requirements, Section 12 Rejection of Offer:

3. Canada reserves the right to apply additional scrutiny, in particular, when multiple offers are received in response to a request for standing offers from a single offeror or a joint venture. Canada reserves the right to:
- i. reject any or all of the offers submitted by a single offeror or joint venture if their inclusion in the evaluation has the effect of prejudicing the integrity and fairness of the process, or;
  - ii. reject any or all of the offers submitted by a single offeror or joint venture if their inclusion in the procurement process would distort the solicitation evaluation, and would cause a result that would not reasonably have been expected under prevailing market conditions and/or would not provide good value to Canada.

**Q5.** Can Canada allows bidders to submit their bids to either Vancouver or to the bid receiving unit at Promenade du Portage in hull (Ottawa)?

**A5.** Offers must be submitted only to PWGSC Bid Receiving Unit by the date, time and place (Vancouver) indicated on page 1 of the Request for Standing Offers.

Bid Receiving Unit – PWGSC Pacific Region  
219 – 800 Burrard  
Vancouver, BC  
V6Z 0B9

**Q6.** When the documents are sent through Canada Post, can the letter carrier leave them directly at the correct address indicated on the standing offer without causing a delay in filing?

**A6.** The letter carrier must stamp the item with the date stamp and leave time for that purpose. It is the bidder's responsibility to ensure that the offer is received at the date and time required.

In Annex C – Evaluation and Basis of Selection, C.1 Technical Evaluation:

**DELETE: M1** The Offeror must demonstrate that they met all requirements as described in this RFSO.

**INSERT: M1** The Offeror must meet all mandatory requirements as described within this RFSO.

**DELETE:** Annex H - Electronic Financial Offer Template (EFOT)

**INSERT:** Annex H - Electronic Financial Offer Template (EFOT) - Revised on February 16th, 2015

**All other terms and conditions remain the same.**