

**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**  
**Quebec**  
**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**  
Business Operations Support Systems  
Division/Systèmes de soutien des activités  
opérationnelles  
Portage III 12C1 - 42  
11 Laurier Street/11, rue Laurier  
Gatineau  
Quebec  
K1A 0S5

<b>Title - Sujet</b> Document Imaging Services	
<b>Solicitation No. - N° de l'invitation</b> EN929-142184/C	<b>Amendment No. - N° modif.</b> 014
<b>Client Reference No. - N° de référence du client</b> 20142184	<b>Date</b> 2015-04-02
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XS-003-28574	
<b>File No. - N° de dossier</b> 003xs.EN929-142184	<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 2015-04-16</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<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> Smith, Kenneth	<b>Buyer Id - Id de l'acheteur</b> 003xs
<b>Telephone No. - N° de téléphone</b> (819) 956-3335 ( )	<b>FAX No. - N° de FAX</b> (819) 956-8303
<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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## Bid Solicitation Amendment No. 014

### Document Imaging Services (DIS)

#### Part A Questions and Answers

##### Question #26

For drives to be returned, are they to be the iron key drives or standard USB encryption drives?

##### Answer #26

Under Section 7.6, the Contractor must provide to Canada removable drives where data is stored. This includes, for example, DVDs, removable hard drives, USB media etc. Under Sections 7.6.2 b) and 7.6.3 b), the return is required for removable media/memory that is identified as defective. Under Sections 7.6.2 e) iii and 7.6.3 e) ii, at the conclusion of a Task authorization, the removable media/memory is to be provided to Canada.

For Series 2 (up to Protected B level documents), where the supplier's technology stores digital files on an internal hard drive that is not removable, Section 7.6.2 d requires that these drives be sanitized once a year or at the end of the contract.

For Series 3 (up to Secret level documents), Section 7.6.3 d) requires that any drive where information is stored must be provided to Canada on an annual basis and at the end of the contract. Should information be stored on what is normally considered non-removable drives, those drives will have to be made removable.

##### Question #31

With respect to Technical Bid R4, the points scoring for this requirement are punitive. We believe a fairer assessment would be reflected by "4 points within 400Km of the NCR". There is Federal Government departmental RFP precedent for this. This would enable a service provider located in Toronto to realize some reasonable level of merit. This scoring structure emphasizes location in place of capability.

##### Answer #31

The assessment reflects the operational requirements of Canada related to the location of records requiring digitization. There will be no change to the RFP.

##### Question #33

Considering the following:

- The size and magnitude of this RFP;
- The timing of both the March Break week and the Easter weekend both occurring within the current RFP response timeline;
- The high number of questions, answers and amendments;
- The government fiscal year end just having taken place which keeps most vendors/potential bidders very busy at this time of year;

Solicitation No. - N° de l'invitation

EN929-142184/C

Amd. No. - N° de la modif.

014

Buyer ID - Id de l'acheteur

003xs

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

20142184

File No. - N° du dossier

003xsEN929-142184

CCC No./N° CCC - FMS No/ N° VME

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We respectfully request that you extend the Solicitation Close date by two weeks, to April 30th, 2015.

Answer #33

The Easter weekend was taken into consideration with the solicitation closing date. There will be no extensions to this solicitation.

Question #34

We are requesting a 2 week extension to the submission date of the PWGSC Document Imaging Services RFP - (i.e. April 30<sup>th</sup> 2015.)

Answer #34

Please see Answer #33 above.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**