

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
Scientific, Medical and Photographic Division /
Division de l'équipement scientifique, des produits
photographiques et pharmaceutiques
11 Laurier St./ 11 rue, Laurier
6B1, Place du Portage
Gatineau, Québec K1A 0S5

Title - Sujet RFI - Laboratory Supplies	
Solicitation No. - N° de l'invitation E60PV-150001/A	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client E60PV-150001	Date 2015-06-08
GETS Reference No. - N° de référence de SEAG PW-\$SPV-890-67280	
File No. - N° de dossier pv890.E60PV-150001	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-06-19	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hennessey, Lisa	Buyer Id - Id de l'acheteur pv890
Telephone No. - N° de téléphone (819) 956-9001 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

This amendment is raised to answer bidder questions

When providing your feedback to the RFI, we would like to reiterate PWGSC's procurement objectives for this commodity. These objectives are:

- bring efficiencies to laboratory operations;
- provide cost savings;
- facilitate purchasing high volume items;
- exploit economies of scale; and
- incorporate flexibility for unanticipated circumstances

The purpose of the RFI is to provide industry with an opportunity to review and comment upon PWGSC's strategic procurement direction for this commodity.

Industry is a stakeholder in this process and we welcome your feedback. While all responses will be given consideration prior to finalization of the strategy they may or may not result in a change to the strategy depending upon the impact to PWGSC's ability to meet its objectives.

If there are any aspects of the proposed strategy with which you feel are particularly problematic, noting this in your response and providing a suggested solution will greatly assist us in trying to accommodate you.

Q1. Would it be possible to get a more complete basket of goods?

As mentioned in the RFI documents, the basket of goods is being created by selecting one product from each UNSPSC code available through the current NMSOs and a list of products provided to us by Federal Laboratories Integrated Governance (FLIG). We are still finalizing the basket of goods; however, due to the volume of interest from suppliers for a copy of this, uploaded with this document is the current draft version based on UNSPSC codes. Please note that the technical descriptions have not yet been finalized.

Q2. How are you evaluating the basket of goods for technical compliance?

It is a requirement for each bidder to provide all technical documentation to prove compliance with their bid, either electronically on CD or by providing the website link which contains the information to confirm compliance. An evaluation team comprised of Government of Canada employees will evaluate each product for technical compliance to each specification listed.

Q2. Have you ever considered dividing the basket of goods by specialty? eg., genomic, chromatography, spectroscopy, etc. I think you can get a better response vs. a more global approach.

Yes, over the years, we have considered the approach you are proposing. We are doing this to a certain extent by dividing it into supplies and chemicals. However, dividing it into smaller specialties will not help us to meet our objectives or increase operational efficiency.

When reviewing the basket of goods, you should consider that there may be a reduction in the number of smaller companies who can qualify. However, the large companies cannot provide all of the goods in the basket. The larger companies will be able to provide a lot of the consumable items, eg., pipettes, etc. However, it is the smaller companies who will be able to provide the products under such categories as fluid mechanics equipment or seismological instruments. Therefore, we are giving any bidder who is the

only bidder offering any basket of goods product a 'unique' product advantage of extra points. Please refer to the draft RFSO portion at Part 4, 4.1.2 Evaluation, Stage 4: Basket of Goods.

If a client department has a requirement for a product which is not included in the resulting standing offers, they can still acquire them through other methods such as a local purchase order, or contract.

Finally, note the basket of goods portion of the evaluation accounts for only 20% of the final score.

Q3. When we send our reply by email, are you looking for only the answered questions on the word document (E) - Supplier Survey?

The RFI was written to inform suppliers how we addressed comments which were received either through the bidder's conference or previous RFI and to solicit their feedback on these changes. However, if you have other comments to add outside of the survey questions, then you may put them in at the end of the survey document at question #25. All comments will be considered before finalization of the strategy.

Q4. Definition of unique product and the difference between a unique product and a unique part number? Annex A says "Unique Product – Any Basket of Goods product that is offered by only one Offeror." Could you please provide some examples? For instance, if a company offers a unique enzyme that has specific advantages over other suppliers enzymes used for the same reaction, would that be considered an unique product? How does it differ from unique part number?

A unique product relates only to the basket of goods. A product will be considered as a unique product if only one supplier being evaluated at Stage 4 carries a technically compliant product.

Unique part numbers are numbers which are not duplicated within your product offering. Essentially, to count the number of unique part numbers you are offering, all of the part numbers in your product offering will be sorted in Excel and then, by using the Excel functions, the duplicates will be removed. The remainder is the number of unique part numbers you are offering. The duplicated products will not be removed from your final catalogue.

When evaluating the products proposed for the basket of goods, only those products which meet the minimum technical criteria provided will be evaluated. The example provided in the RFI document at 9.3.1 RFI, paragraph 2 was,

Beaker, glass, clear, 750 ml

The criteria only include what is considered essential to determining if you are capable of offering the products we need. For example, if we ask for a 750 mL clear glass beaker, then it can be reasonably assumed that you also carry a 500 mL clear glass beaker, and a 1000 mL clear glass beaker. We do not need to evaluate you for all three beaker sizes.

Bidders will not be assessed on any product characteristics outside of the minimum technical criteria. Clients will compare products and select the product which best meets their needs if it is available through the standing offer. If it is not on the standing offer then they will purchase the requirement using another method, eg., local purchase order.

Q5. On the Evaluation Sample file, what is the unit for the shipping structure? Is it dollars? Or dimensions?

Bidders are being asked to provide a maximum price for each of the girths listed. If successful in obtaining a standing offer, the supplier can only charge the client the lesser of either the maximum price you proposed or the actual shipping costs.

Please note that after reviewing the material in order to answer this question, a change will be made to the draft RFSO to include provisions for products requiring special transport, such as items which must remain frozen during shipment, dangerous goods, etc.

Q6. Please advise how many current suppliers hold a standing offer for Lab Supplies?

Of the 73 NMSOs that were issued, there are currently 60 standing offers still active; meaning they are still available for clients to use.

Refer to the RFI document at 7.0, Overview of Current Standing Offers, second paragraph.

Q7. Published Price List (PPL) – Is this the suppliers' published catalogue, or is this a custom price list for the purposes of this SOA?

This refers to the supplier's published catalogue. You are not required to calculate a custom price for each product offered, rather it is to provide the Government of Canada with a discount structure you deem appropriate for this offer.

Q8. In 3.1.4 Technical Literature, you are asking for a link or technical information on proposed products, can you please verify if this is for "ALL" products, or just the sample basket made of 1 of each category for the basket of goods?

This is for the products you are proposing in the basket of goods.

Please note that in the template for your product offering there will be a place for you to insert a website link. Not all suppliers have websites, or websites which provide individual product level detail, therefore, providing a website link to the product information is not mandatory for the product offering. However, even putting in a website link which describes the brand of product would assist our client departments in product selection and may increase sales.

Note, the basket of goods will also include products identified by FLIG, therefore, some categories may have more than one product.

Q9. Can you please explain how the overall usage discount would work, and how it would be applied?

The overall usage discount will apply when the total spend through your standing offer reaches \$500,000.00. Each quarter suppliers must provide a usage report to PWGSC. When cumulative sales reach or exceed \$500,000 this discount will apply. If we exercise an option to extend the standing offer, the cumulative spend will be calculated from the first date of issuance until the current reporting period, it will not reset back to \$0.

In the event that the standing offer reaches \$500,000 in sales, the standing offer will be amended to adjust the PPL discount to the new amount.

Q10. How will national brands and unique products be represented and valued?

House and National brands are typically trademarked goods which have exclusive characteristics unique to that particular product or brand. Including House or National brands requires identifying any mandatory performance criteria related to the item so that equivalent products can be evaluated. However, given that the resulting standing offers will be used by many client departments with diverse needs, this is not considered practical for an instrument of this size. Instead all basket of goods products will be required to meet the same basic criteria.

Q11. What metrics will be used to evaluate the financial proposition and ensure best pricing if a discount based strategy is favored over absolute pricing?

Through the previous RFI published in 2013 and the bidder's conference last summer, industry advised that competing an instrument based upon price was not the preferred way to proceed for the following reasons:

1. Pricing is tied to the valuation of US dollar and therefore committing to firm pricing for the duration of the standing offer causes hardship
2. Better pricing can be achieved through volume discounts instead of by unit pricing
3. In a scenario where evaluation is based on the lowest-price technically compliant products, higher quality goods are eliminated from the competition

Therefore, based upon the feedback received we have developed a strategy where we are evaluating discounts offered and not performing a direct price comparison between products which meet minimum performance specifications. We are proposing to assign points based on the level of discounts offered. This portion will be weighted at 40% of the overall evaluation score.

With this strategy, suppliers will have to determine a single discount structure which will apply to their entire product offering. Suppliers are not prevented from offering bigger discounts to clients after the NMSO is issued, but for the purposes of bid evaluation and client product selection, it is in their best interest to provide the best discount structure they can reasonably offer in their bid. There will not be any opportunities to change the NMSO discount structure after issuance. The only way to provide bigger discounts to clients will be if they contact you directly for a quotation.

Q12. Is there a discount % you are expecting to accept?

There are no minimum discounts percentages that we are expecting to accept. While it is not impossible for a supplier to be successful if they do not offer a discount structure, their score will likely be negatively impacted.

Q13. Once the NMSO has been awarded, will there be a points system that remains in place, or will all 10 successful candidates be equal NMSO companies?

There will not be any ranking of standing offers after they have been issued. Client departments will select the company with the product offering which best represents their needs.

Q14. Why is the number of distribution centres important and what would be the definition of a distribution centre?

By a distribution centre, we are referring to a warehouse where products are stocked and then redistributed directly to their customers or resellers.

Solicitation No. - N° de l'invitation

E60PV-150001/A

Amd. No. - N° de la modif.

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Buyer ID - Id de l'acheteur

pv890

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

E60PV-150001

File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

The supplier feedback we received indicated that we can better serve our clients by including value-added criteria. The number of distribution centres is important to the success of the standing offer because suppliers with more than one distribution centre tend to have them placed in different regions of the country to allow for faster delivery times. Typically, suppliers with more than one distribution centre keep a larger number of items in stock which will result in less backorders for our clients.