

## 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

## 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

Furniture Division/Division des produits de  
l'ameublement  
11 Laurier St. / 11, rue Laurier  
6B1, Place du Portage  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> OFFICE PAPER/PAPIER DE BUREAU		
<b>Solicitation No. - N° de l'invitation</b> E60PQ-15PAPR/B		<b>Date</b> 2015-07-24
<b>Client Reference No. - N° de référence du client</b> E60PQ-15PAPR		<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> pq947.E60PQ-15PAPR	<b>CCC No./N° CCC - FMS No./N° VME</b>	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PQ-947-67664		
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale		2015-07-15
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-08-25</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>Address Enquiries to: - Adresser toutes questions à:</b> Swanson, Manon		<b>Buyer Id - Id de l'acheteur</b> pq947
<b>Telephone No. - N° de téléphone</b> (819) 420-2945 ( )		<b>FAX No. - N° de FAX</b> (819) 956-5706
<b>Delivery Required - Livraison exigée</b>		
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> AS PER CALL-UP TEL QUE COMMANDÉ		
<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>		

**This amendment is raised to respond to questions received from the industry and to revise the RFSO document accordingly.**

**A- Questions from the industry.**

**B- Changes to RFSO document**

**A - Questions and Answers**

**Question no 1:**

Part 6 clause 6.7- Call-up Procedures (Instructions for Identified Users)

10. In Large and Medium Population Centres the delivery / distribution option must be determined by the identified user in the call-up document. A delivery point and the distribution schedule must also be provided with the call-up, when applicable. In Remote Areas and Small Population Centres category 1 is the only available delivery/distribution option.

Annex A clause A.3 Delivery

Offerors must provide the following delivery options:

Category 1: delivery of paper to client loading dock;

Category 2: delivery of paper to one specified location (other than the loading dock) at the client site;  
Applicable to Large, Medium and Small Population Centres only

Category 3: delivery of fixed quantities of paper (no less than 5 boxes per location) to various locations at the client site. Applicable to Large, Medium and Small Population Centres only.

Article 6.7 and Annex A.3 appear to contradict themselves when it comes to Cat 2 & 3 delivery to "Small Population Centres." That being said, delivery of Category 2 and 3 service levels becomes logistically problematic outside of Large Population Centres. In a country, as vast as Canada, offerors must utilize third party couriers to fulfill delivery in areas where they do not operate their own fleet, or don't have access to specialized distribution partners. Couriers generally charge a flat rate for dock delivery but demand substantially higher rates for delivery to locations beyond the dock within a client building. These added delivery costs will need to be factored into the price of the paper being offered to Canada regardless of who the offeror is in each region. Offerors can better manage the added service requirements in larger urban areas where there are more specialized resources that can handle these services at a much reduced cost. Considering the added costs to Canada for Category 2 and 3 delivery services outside of large urban centres, would Canada consider limiting Cat 2 and 3 service levels to larger urban centres?

**Answer no 1:**

See revised clause of this amendment (B- Changes to RFSO document)

**Question no 2:**

Would Canada change the definition for large population centres to cities of 200,000 population or more?

**Answer no 2:**

The definition for large population centres to cities of 100,000 population was based on the following website:

<http://www.statcan.gc.ca/pub/92-195-x/2011001/geo/pop/pop-eng.htm>

The large population centres to cities will remain at 100,000 population or more.

**B- Changes to RFSO document**

At Part 6B. - Resulting Contract Clauses

Delete in it's entirety 6.3.1 - Delivery

**Insert the following clause:**

**6.3.1 Delivery time frames**

For **Large Population Centres**, deliveries for all Categories must be made within three (3) business days from receipt of a call-up against the Standing Offer.

For **Medium Population Centres**, deliveries for Category 1 must be made within three (3) business days and deliveries for Categories 2 & 3 must be made within five (5) business days from receipt of a call-up against the Standing Offer.

For **Small Population Centres**, deliveries must be made within five (5) business days from receipt of a call-up against the Standing Offer.

The contractor must deliver within the specified time frames for all call-ups received. In the event PWGSC determines that the contractor is not delivering in a timely fashion, vendor performance corrective measures may be initiated.

Delivery time frames do not apply on deliveries to Remote Areas, Comprehensive Land Claims, Nunavut and Northwest Territories

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At Annex A - Delete in it's entirety A-3 - Delivery

**Insert the following clause:**

**Annex A - clause A.3 Delivery**

Offerors must provide the following delivery options:

Category 1: delivery and unloading of paper at client loading dock;

Category 2: delivery of paper to one specified location (other than the loading dock) at the client site;  
Applicable only to Large and Medium Population Centres.

Category 3: delivery of fixed quantities of paper (no less than 5 boxes per location) to various locations  
at the client site. Applicable only to Large and Medium Population Centres.

The delivery option is to be determined by the identified user in the call-up document. A list of delivery points, recipients and fixed quantities by delivery point must also be provided with the call-up when applicable.

The Offeror must confer with the client at the time of the call-up to determine if there are any dock restrictions and/or freight restrictions in place.

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