

REQUEST FOR PROPOSAL AMENDMENT 001

Return Bids to: - Retourner les soumissions à :

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à: l'Agence du revenu du Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Bidder's Name and Address -
Raison sociale et adresse du Fournisseur/de
l'entrepreneur**

Telephone No. – No de téléphone

(____) _____

Fax No. – No de télécopieur

(____) _____

***Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder –
Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire***

Name and title/Nom et titre

Signature

Date

Title Online Survey Tool	
Solicitation No. 1000325275-A	Date November 10, 2015
Solicitation closes – L'invitation prend fin on – le 2015-11-23 at – à 2:00 P.M. / 14 h	
Contracting Authority Address E-mail address See herein / Voir dans ce document	
Telephone No. (613) 608-8746	
Fax No. (613) 957-6655	
Destination See herein	

Request for Proposal # 1000325275-A

This document consists of questions and answers and an amendment to the RFP.

PART 1 – QUESTION AND ANSWER

Question 1

In table 2 here (page 38), what is “Extended price”? Can you please elaborate?

Response 1

Please see the RFP amendment below which addresses this issue.

Question 2

In Annex B, on page 37 of the RFP it states, “CRA has set a maximum ceiling annual price of \$25,000.00 for the yearly license subscriptions (excluding year 1 training, item 2, Table 1).” Can you please confirm whether or not this ceiling annual price of \$25,000 refers to the limit per subscription or is this the limit for all 8 subscriptions?

Response 2

The ceiling annual price is the limit for all eight subscriptions in total.

Question 3

In Section 4, on page 27 of the RFP it states, “The contractor shall provide unlimited access (surveys must be accessible 24/7, programming and editing capabilities must be available for a minimum of 12 hours during standard business hours) to an online survey tool that will be used by for up to (8) eight users within Public Affairs Branch that allows for the creation of CRA-branded public opinion surveys. At least one account will have full user based administration rights with the ability to assign full admin rights to the other users.” As CRA is asking for us to price this project on the basis of a per unit price for each subscription, can you please confirm that a minimum of 8 subscriptions can be assumed for our pricing?

Response 3

Yes that is correct. CRA is committing to purchase eight subscriptions upon contract award.

Question 4

In Annex B, on page 37 we are presented with a pricing form that does not include any area for us to include our costs for setup, development, and so on. Can you please provide guidance on how we should approach including the costs for these important project aspects in our proposal pricing?

Response 4

Any set-up costs should be included in item number two in table one (item 2 in table 1) within training and technical support of the financial proposal.

PART 2 – RFP AMENDMENT

RFP 1000325275-A is hereby amended as follows:

1. At page 28 of the RFP, Annex B: Financial Proposal and Basis of Payment

DELETE:

Option Years:

Table 2

ITEM NO.	DESCRIPTION	QTY.	FIRM UNIT PRICE	Extended Price
1	Initial Contract Period (year 1)	1		
2	Option Year 1	1		
3	Option Year 2	1		
4	Option Year 3	1		
Total				

INSERT:

ITEM NO.	DESCRIPTION	QTY.	FIRM UNIT PRICE	Extended Price
1	Initial Contract Period (year 1)	1		
2	Option Year 1	8		
3	Option Year 2	8		
4	Option Year 3	8		
Total				