



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

Linguistic Services Division / Division des services
linguistiques

PSBID, PWGSC / DIASP,TPSGC

11 Laurier St. / 11, rue Laurier

10C1/Place du Portage, Phase III

Gatineau

Québec

K1A 0S5

Title - Sujet translation contract	
Solicitation No. - N° de l'invitation 24062-150079/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 24062-150079	Date 2015-11-27
GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-511-29600	
File No. - N° de dossier 511zf.24062-150079	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-12-07	Time Zone Fuseau horaire Eastern Standard Time EST
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: Cousineau, Natalie	Buyer Id - Id de l'acheteur 511zf
Telephone No. - N° de téléphone (819) 956-0151 ()	FAX No. - N° de FAX (819) 956-2675
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

Amendment 002

This amendment is raised to modify the pricing schedule **in English only** and to answer suppliers' questions.

- Attachment 1 to Part 3, Pricing Schedule, **in English only**
Capability B Contract
Third year option

DELETE:

	B	C
Firm all-inclusive rates, as per Annex B (FAIR)	Estimated volume as per SOW (EV)	Estimated cost EC = (FAIR X EV)
Proposed rate for a regular request:	5,092,320 words	REC = \$ (A x B)
Proposed rate for an urgent request:	1,273,080 words	UEC = \$ (A x B)
Total estimated cost - Third year option		TEC3 = (REC+UEC)

INSERT:

	B	C
Firm all-inclusive rates, as per Annex B (FAIR)	Estimated volume as per SOW (EV)	Estimated cost EC = (FAIR X EV)
Proposed rate for a regular request:	1,697,440 words	REC = \$ (A x B)
Proposed rate for an urgent request:	424,360 words	UEC = \$ (A x B)
Total estimated cost - Third year option		TEC3 = (REC+UEC)

- Questions and answers

QUESTION 1

Section A.4 in the Statement of Work, Annex A, paragraph **Contract B**, states: "The Contractor who holds Contract B must provide French to English and English to French translation services for up to 365 calendar days per year, on an 'as and when requested basis' at a production rate of up to 5,500 words per day, including pickup of the text to be translated, quality control and delivery of the work completed." Can you specify how the production rate is calculated? Is it 5,500 words per 8-hour work day or per 24-hour calendar day? For example, if a request to translate 5,500 words is sent at 11 p.m., will the due date be the next day at 11 p.m.?

ANSWER 1

A work day is defined by our offices' business hours, which are from 8 a.m. to 5 p.m. If a request is sent at 8 a.m., we expect to receive the translation 8 business hours later (i.e. 4 p.m.). However, if the request is sent at 11 p.m., the clock starts the next day at 8 a.m., and the translation must be delivered at 4 p.m.

QUESTION 2

Section A.12, Statement of Work, Annex A, states: "The documents to be translated must be picked up from the Project Authority's office at the address specified in the Task Authorization, at no additional cost to Canada." Our SECRET-clearance facility is located in the Montreal area.

- A) Are we expected to travel from Montreal to Ottawa to pick up the documents?
- B) Must this travel time be factored into the total time given to the firm to complete the translation?

ANSWER 2

- A) YES. You should have a point of service in Ottawa (5 to 10 minutes from our offices).
- B) YES.

QUESTION 3

On page 12 of 52 of this contract, the column entitled "Estimated volume as per SOW" indicates a total word count of 4 million for the first year, the first year option indicates 2,060,000 words, the second year option, 2,121,800 words and the third year option, 3,365,400 words, for a total of 14,547,200 words and an average of 3,636,800 words per year (i.e. almost double). What is the actual figure: 2 million words per year or 3.6 million per year?

ANSWER 3

The initial period is two years. Please refer to Attachment 1 to Part 3, Pricing Schedule – Capability B contract "Two (2) year term of the contract as of the contract inception date."
The estimated volume of words for the third year has been modified. See above.

QUESTION 4

Are the estimated volumes of words indicated in the tables of Attachment 1 (Pricing Schedule) to Part 3 of the Bid Solicitation the number of weighted words?

ANSWER 4

Yes.

QUESTION 5

Some requirements are addressed in the Statement of Work but not covered in the evaluation criteria. How should bidders demonstrate compliance? Is a statement sufficient?

ANSWER 5

All requirements in the Statement of Work are mandatory, and the contractor must meet these requirements during the full term of the contract. The bidder is responsible for providing evidence that supports its statements. The committee will evaluate the evidence.

QUESTION 6

Please confirm that language resources (translators and revisers) are not required to be identified in the submission process. If the language professionals must be identified, please provide further information not included in the evaluation criteria.

ANSWER 6

They are not required to be identified in the submission process.

QUESTION 7

What percentage of the work will be SECRET? We understand that this is difficult to determine, but please provide an estimate in good faith.

Solicitation No. - N° de l'invitation
24062-150079
Client Ref. No. - N° de réf. du client
24062-150079

Amd. No. - N° de la modif.
001
File No. - N° du dossier
511zf24062-150079

Buyer ID - Id de l'acheteur
511zf
CCC No./N° CCC - FMS No./N° VME

ANSWER 7

Between 3% and 5%.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED