

Questions and Answers pertaining to RFP for Employee Recognition Program, File 201504133

Question 1:

Section 2.15 states that the CMHC name, logo, initials cannot be used without prior written consent; can we assume that this is not applicable to the RFP response?

Answer 1:

Section 2.15 is not applicable to the RFP response.

Question 2:

Section 3.6 Scope of work (page 14 and 15), references the spend of gifts in section 4.10; however section 4.10 does not speak of gift spend. Are we missing a section or can we disregard those references?

Answer 2:

Please disregard the reference to the 4.10 regarding spend of gifts shown in Section 3.6 Scope of work (page 14 and 15).

Question 3:

In Appendix D Section 4.1 Cost to prepare Certificates, we see a volume of 323. (Estimated annual volume), however I noticed that in the "Backup Volume Calcs" tab, this volume only includes service milestones 15 and up. Does this mean that you will no longer need Framed certificates for 5 and 10 year levels?

Answer 3:

Please use the numbers provided in Appendix D. Total number of certificates expected per year is 323 (this number includes service plaques starting at 5 years).'