



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

Commercial Acquisitions & Fast Track Procurement
Div/Div des Acquisitions commerciales et achats en
régime accéléré

11 Laurier St. / 11 rue Laurier
6B3, Place du Portage

Phase III
Gatineau

Québec

K1A 0S5

Title - Sujet Office Suppliers/Fourniture de bure	
Solicitation No. - N° de l'invitation E60PD-16OSFB/B	Date 2016-02-22
Client Reference No. - N° de référence du client E60PD-16OSFB	Amendment No. - N° modif. 006
File No. - N° de dossier pd032.E60PD-16OSFB	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$PD-032-68690	
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale 2015-12-21	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-03-21	
Address Enquiries to: - Adresser toutes questions à: Swanson, Manon	Buyer Id - Id de l'acheteur pd032
Telephone No. - N° de téléphone (819) 420-2945 ()	FAX No. - N° de FAX (819) 956-5706
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: As per call-up document/tel qu'indiqué sur la commande subséquente	
Security - Sécurité 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

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
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)		
For the Minister - Pour le Ministre		

This amendment is raised to provide responses to questions received from the industry and to revise the RFSO document accordingly

Questions and answers

Question no 1:

In section 4.1.1 you state; "The Offeror identify in column "V" which items are Listed Items and which are Non-Listed Items.

Offerors must demonstrate that more than 50% of the items listed in the EFOT are Listed Items". Does this mean that all vendors need to submit pricing on all 2769 skus in the EFOT and 50% of those skus have to be deemed listed or would suppliers be compliant if they submitted bid that had pricing on 2000 skus where 1385 were listed and the remainder were non-listed?

Answer no 1:

To be compliant, the bidder must submit pricing on all SKUs identified in the EFOT and must demonstrate that more than 50% of the items identified in the EFOT are "listed items"

Question no 2:

5.2.3.1 - Rate of Price Certification - Relating to Supplementary Items

The Bidder certifies that the price proposed is not in excess of the lowest price charged anyone else, including the Bidders most favored customer, for the like quantity and quality of the goods, services or both.

This is an onerous clause that has no time limit and creates unnecessary exposure for Bidders who have no way of determining if and when an item was sold at a lower price to another customer. Bidders will be bidding on potentially 1500 items that may or may not have sufficient volume to justify selling the item at a lower price than was offered to another customer at some time in the past or in the future. The quantity sold to Canada will not become evident until the end of this contract. This clause is clearly unenforceable by Canada and untenable for Bidders. Regardless, Bidders will all be bidding on the same SKU's so Canada will have access to the lowest prices being offered. Would Canada consider removing this clause?

Answer no 2:

Delete Clause 5.2.3.1 Rate of Price Certification – Relating to Supplementary items

Question no 3:

Annex C - EFOT

We do not stock all of the items on the EFOT and as many of them are duplicates (in form, function and quality) of what we do stock but are another brand it doesn't make business sense for us to add them to stock. We can clearly, however, exceed the 50% requirement listed items. This will most likely be the same case for all respondents.

There will clearly be a price advantage for the Bidder that carries the in-stock item vs. the Bidder who must rely on third party distribution channels. How will Canada be evaluating the SKU's that are non-listed offered by one Bidder vs. the same item offered by another Bidder that carries that same SKU as a listed item?

Answer no 3:

While there may be a commercial advantage for offerors that carry the items in stock, engagement has shown that there is also a risk factor and cost associated to carrying that stock. The decision to list or not list an item ultimately resides with the Offeror as a business decision. The basket of goods is representative of Canada's requirement and for this reason, Canada will evaluate Offers in accordance with the evaluation methodology described at part 4 of the RFSO (amendment no 1).

Question no 4

4.1.2.3 Calculation Methodology

Would Canada consider an offsetting factor in the formula when evaluating non-listed SKU's to partially nullify the pricing disadvantage versus the same SKU offered by the Bidder that carries it as a listed item?

Answer no 4:

No, PWGSC will not consider an offsetting factor for evaluating non-listed SKUs. PWGSC is looking to obtain the best value for its overall requirement.

Question no 5:

How will Canada deal with the Bidders who choose to bid on all the items on the EFOT to make their offering more attractive but have no intention of making them all available?

Answer no 5:

If there is evidence that the offeror is not fulfilling on the items listed in the EFOT, PWGSC will take proper corrective measures against the SO holder which could result in setting-aside of the Standing Offer.

Question 6:

There is not specific mention of exchange rates in the tender documents unless exchange rates are assumed to be covered in the pricing changes you already allow as per changes in the published CPI?

Answer no 6:

Add the following clause to the Request for Standing Offer document

C3011T – Exchange rate fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive

Question no 7:

We would like to bid on this tender but fall into a bilingual territory. We can provide English or French customer service, and can submit the bid in both languages, however our print material such as invoices etc. are English only, and our website is English.

Answer no 7:

For regions which are considered bilingual, the offeror is required to serve those regions in both official languages which includes print material and the Offeror's website. Content and Data aggregation services such as those offered by The Canadian Office Products Association "COPA", E-tilize and CNET can provide offerors with product data in both official languages.

N° de l'invitation - Solicitation
E60PD-16OSFB/B
N° de réf. du client - Client Ref. No.
E60PD-16OSFB

No.N° de la modif - Amd. No.
006
File No. - N° du dossier
PD032E60PD-16OSFB

Id de l'acheteur - Buyer ID
PD032
N° CCC / CCC No./ N° VME - FMS

Question no 8:

What is the anticipated \$\$ amount of office supply purchasing that will be done through this tender for the aboriginal tender?

Answer no 8:

The \$\$ amount for the aboriginal stream is estimated at \$ 1.5M per year

All other terms and conditions remain the same