



**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**

Communication Procurement Directorate/Direction de  
l'approvisionnement en communication

360 Albert St. / 360, rue Albert

12th Floor / 12ième étage

Ottawa

Ontario

K1A 0S5

<b>Title - Sujet</b> Events Planning and Management	
<b>Solicitation No. - N° de l'invitation</b> 51019-156001/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> 51019-15-6001	<b>Date</b> 2016-03-17
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CX-024-70534	
<b>File No. - N° de dossier</b> cx024.51019-156001	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-04-05</b>	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Gordon, Emily	<b>Buyer Id - Id de l'acheteur</b> cx024
<b>Telephone No. - N° de téléphone</b> (613) 990-3140 ( )	<b>FAX No. - N° de FAX</b> (613) 993-2581
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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### **AMENDMENT 003**

This amendment is raised to respond to questions received to date on March 16.

Q1. Part 6 stipulates my organization must have a valid security clearance at the date of bid closing, I do not currently have this but am interested in submitting a response. Are you able to sponsor my organization to start the security clearance application now so that I can process the security clearance?

R1. Bidders may request sponsorship from the Contracting Authority to obtain the required security levels as specified in Part 6 of the Request for Proposal, however the process required to obtain the required security clearance may not be completed by bid closing. As stated in Part 6, **Bidders must have already obtained the valid security clearances at the required levels at the time of bid closing, it is not sufficient for the Bidder's to be in the process of obtaining the required security clearance levels at the time of bid closing.**

Q2. My firm has been incorporated as a registered business for less than five (5) years, however I have been involved with organizing large events while working for other companies. Is the 4.1.1.1 M2 Requirement for 5 years of "being in business" disqualifying my firm from this competition?

R2. As specified in M2. , **the Bidder's firm must have been in business for a minimum of five (5) years.**

Please refer to section 04, "Definition of the Bidder," of the Standard Instructions - Goods or Services - Competitive Requirements (2015-07-03) which states:

*"Bidder" means the person or entity (or, in the case of a joint venture, the persons or entities) submitting a bid to perform a contract for goods, services or both. It does not include the parent, subsidiaries or other affiliates of the Bidder, or its subcontractors.*

Bids not meeting all of the mandatory requirements will be given no further consideration.

Q3. 4.1.1.1 M3 states a firm must provide detailed descriptions of 3 past event management projects, I have no international event management past contracts but am confident that my firm will offer best overall proposal and cost, will my firm be considered if I submit a tender response?

R3. As specified in M.3, The Bidder must provide a detailed description of three (3) event management projects.

The event management projects described must demonstrate the experience of the Bidder. Projects submitted where the work was performed by one (1) or more of the Bidder's resources on behalf of another firm will not be accepted.... **The event location must have been outside of North America.**

Bids not meeting all of the mandatory requirements will be given no further consideration.

N° de l'invitation - Solicitation No.  
51019-156001/A  
N° de réf. du client - Client Ref. No.  
51019-156001

N° de la modif - Amd. No.  
003  
File No. - N° du dossier  
cx024.51019-156001

Id de l'acheteur - Buyer ID  
cx024  
N° CCC / CCC No./ N° VME - FMS

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- Q4. Would PWGSC consider extending the closing date to accommodate companies that do not currently have the security clearance, but are diligently working towards it? Or, amend the tender to make having the security clearance a requirement of contract award and not for response submittal/review?
- R4. PWGSC will not be changing the closing date or the security requirements.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**