



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À :

Parks Canada Agency - Bid Receiving Unit
111 Water Street East
Cornwall ON K6H 6S3

Bid Fax: 1-877-558-2349

QUESTIONS AND ANSWERS #2 TO:

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal to: Parks Canada 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 or attached hereto, the supplies and services listed herein or on any attached sheets at the price(s) set out therefore.

Proposition à : l'Agence Parcs 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 articles et les services énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Title-Sujet	
Monitoring of Media Coverage	
Solicitation No. - N° de l'invitation 5P300-15-5707	Date March 24, 2016
GETS Reference No. - N° de référence de SEAG 5P300-15-5707	
Client Reference No. - N° de référence du client N/A	
Solicitation Closes L'invitation prend fin – at – à 2:00 PM on – le April 5, 2016	Time Zone Fuseau horaire - Eastern Daylight Savings Time (EDT)
Address Inquiries to: - Adresser toute demande de renseignements à : Annie Roy (annie.roy@pc.gc.ca)	
Telephone No. - No de téléphone 613-938-5752	Fax No. - N° de FAX:
Destination of Goods, Services, and Construction: Destinations des biens, services et construction : SEE HEREIN	
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur : Telephone No. - N° de telephone : Facsimile No. - N° de télécopieur : Email address – courriel :	
Name and title of person authorized to sign on behalf of the Vendor/Firm (type or print) Nom et titre de la personne autorisée a signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie) Name/Nom _____ Title/Titre _____ Signature _____ Date _____	

QUESTIONS AND ANSWERS #2

THIS DOCUMENT SEEK TO RESPOND TO THE QUESTIONS ASKED BY POTENTIAL BIDDERS.

Q #1) Does PC have access to EMM (or the publications included in EMM)?

A #1) No. Parks Canada does not have access to EMM.

Q #2) The RFP says we can submit our response by fax. Would a submission through email attachment be ok?

A #2) No, a submission through email attachment is not acceptable. It must be by fax or regular mail.

Q #3) In the statement of work (section 4.4), regarding the journalist database component. It says an international journalist database is required. Would North America suffice?

A3: No, a North American database would not suffice.

Q4-A. In the transactional pricing grid, PC estimates transcripts at 5000. Is this correct?

A4 A : Yes, the number of 5000 is correct. However, 5000 does not correspond to the estimated amount of transcriptions in a year but rather the estimated total of words. The basis of payment request the vendor to provide a price for an estimated quantity of 5 transcriptions per year, totaling 5000 words in all.

Q4-B) Would it be possible to include broadcast clips under the 'fixed' price section instead of the 'transactional' section? We might be able to submit at a more competitive price if so.

A4-B : No. We would require a transactional price for broadcast clips.

Q #5)

Also in section 4.2.1 "The responsive bid with the lowest evaluated price will be recommended for award of the contract". This is only criteria here. Does this mean that the bid that fulfills the 4 mandatory requirements (4.1.1) and has the lowest price will be awarded the contract?

A #5) Yes, this is correct.

Q #6)

Annex "B" Basis of Payment – if there are certain line items which are included in other parts of our service, how can we designate that they come included, free of charge?

We want to avoid accidentally marking a "\$0" and having that interpreted by your organization that we cannot provide the service.

A #6) If you have certain line items that come included in other parts of your service, to designate that they come free of charge, it is acceptable to write a "\$0" value and also indicate beside the "\$0" that this service is already included in another service. If you indicate a "\$0" value for one or more service(s), you must know that your firm, if the successful bidder, will not be permitted to charge for this service at any time since a "\$0" value was provided.