



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving  
PWGSC  
33 City Centre Drive  
Suite 480C  
Mississauga  
Ontario  
L5B 2N5  
Bid Fax: (905) 615-2095**

**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**  
Public Works and Government Services Canada  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

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| <b>Title - Sujet</b><br>Hotel Services   |  |
| <b>Solicitation No. - N° de l'invitation</b><br>W0113-15CS58/A   | <b>Amendment No. - N° modif.</b><br>003      |
| <b>Client Reference No. - N° de référence du client</b><br>W0113-15CS58  | <b>Date</b><br>2016-05-09                    |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$TOR-006-7100   |  |
| <b>File No. - N° de dossier</b><br>TOR-6-39003 (006)   | <b>CCC No./N° CCC - FMS No./N° VME</b>       |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2016-05-12</b>   |  |
| <b>Time Zone</b><br>Fuseau horaire<br>Eastern Daylight Saving<br>Time EDT  |  |
| <b>F.O.B. - F.A.B.</b><br><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><br>Kim, Raquel   | <b>Buyer Id - Id de l'acheteur</b><br>tor006 |
| <b>Telephone No. - N° de téléphone</b><br>(905) 615-2073 ( )   | <b>FAX No. - N° de FAX</b><br>(905) 615-2060 |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>  |  |

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**THE SOLICITATION AMENDMENT No. 003 IS RAISED TO ANSWER QUESTIONS FROM THE INDUSTRY.**

**QUESTIONS AND ANSWERS**

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| <u>Reference:</u><br>RFP  |
| <u>Question #001:</u><br>When the bid is sent to you, do I need to send back all pages (meaning all 19 pages)? Or do we send back by sections listed,<br>Section I: Technical<br>Section 2: Financial<br>Section 3: Certifications  |
| <u>Answer #001:</u><br>Bidders are not required to submit all the 19 pages of the RFP. As per section 3.1 - Bid Preparation Instructions of the RFP, Canada requests that Bidders provide their bid, with all required information, in separately bound sections as follows:<br>Section I: Technical Bid (3 hard copies)<br>Section II: Financial Bid (1 hard copies)<br>Section III: Certifications (1hard copy)   |
| <u>Question #002:</u><br>On page 3 of 19 under 3.1 Bid Preparation Instructions (b) to use a numbering system that corresponds to the bid solicitation, is it mentioning to number because we would need to additionally send information not only on the forms included but separately? So as an example on page 5 of 19 I am to list in the areas on the right side of page where to find the information? Not to describe it there?  |
| <u>Answer #002:</u><br>Bidders must provide a comprehensible and sufficiently detailed bid, including all requested pricing details that will permit a complete evaluation in accordance with the criteria set out in the bid solicitation. For example, item M1 under Table 1. Mandatory Technical Evaluation Criteria, Bidders must demonstrate how they meet the mandatory criteria by providing necessary documentation to support compliance in response to the location requirement. In addition, Bidders must identify in the third column where supporting documentation is located in the bid such as page #, paragraph, sentence. |
| <u>Question #003:</u><br>In Annex C to part 3 of the bid solicitation (page 19 of 19) does Visa Acquisition card mean a Visa card? Looking up definition I found it to mean that it is but it is issued by Government, please clarify.  |
| <u>Answer #003:</u><br>Contractor invoices may be paid using Government of Canada (GC) acquisition cards (credit cards) and one of the payment instruments is through GC Visa. However, contractors are not obligated to accept acquisition cards as a payment instrument and acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.   |

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| <p><u>Question #004:</u></p> <p>Certifications, to clarify we only need to check off of page 9 of 19 under 5.2.3.1 and we do not need to send any other forms unless we don't comply?</p>  |
| <p><u>Answer #004:</u></p> <p>Section 5.2.3.1 of the RFP refers to the Canadian Content Certification. The bid solicitation will be solely limited to suppliers who could offer Canadian goods services as defined in SACC Manual A3050T (<a href="https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A3050T/3">https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A3050T/3</a>).</p> <p>Bidders must demonstrate compliance by checking the bracket next to the text under section 5.2.3.1 Canadian Content Certification :</p> <p>"The Bidder certifies that:</p> <p>( ) the service offered is a Canadian service as defined in paragraph 2 of clause A3050T."</p> <p>For other required certifications, please refer to sections 5.2.1 and 5.2.2 on the page 8 of the RFP.</p>   |
| <p><u>Question #005:</u></p> <p>In regards to the above mentioned Solicitation can you explain the purpose of the Extended Price column in Annex B? Does this refer to the price at which the guestrooms/meeting rooms will be offered (if different from the standard price)</p>  |
| <p><u>Answer #005:</u></p> <p>At Article 4.2.1 Basis of Section, please refer to the following:</p> <p>For the purpose of financial evaluation, the evaluated price will be based on the extended price, which has the following formula:</p> <p>For Table A and B in Annex B:<br/> Extended Price = "Total number of room nights" <u>multiplied by</u> "Firm All Inclusive Unit Price, per room, per night"</p> <p>For Table C and D in Annex B:<br/> Extended Price = "Number of days" <u>multiplied by</u> "Firm All Inclusive Unit Price, per day"</p> <p>For Table E in Annex B:<br/> Extended Price is the Total number of Parking Space <u>multiplied by</u> Firm All Inclusive Unit Price, per parking, per night"</p> <p>For Table F in Annex B:<br/> Extended Price = "Estimated Number of rooms" <u>multiplied by</u> " Firm All Inclusive Unit Price, per room, per night"</p> |

**ALL OTHER TERMS AND CONDITIONS OF THE BID SOLICITATION REMAIN UNCHANGED**