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- 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

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

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

Material Traffic Division /Division du transport du matériel

11 Laurier St. / 11, rue Laurier

7B3, Place du Portage, Phase III

Gatineau, Québec K1A0S5

Title - Sujet Courier and Freight Services		
Solicitation No. - N° de l'invitation E60LM-160028/A		Date 2016-06-23
Client Reference No. - N° de référence du client E60LM-160028		Amendment No. - N° modif. 001
File No. - N° de dossier lm001.E60LM-160028	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$SLM-001-71042		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2016-06-03
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-07-13		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Address Enquiries to: - Adresser toutes questions à: Jiang, Kevin		Buyer Id - Id de l'acheteur lm001
Telephone No. - N° de téléphone (819) 420-2975 ()		FAX No. - N° de FAX () -
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
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 Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <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		

Revision 001

This revision 001 is raised to modify an article and to provide questions and answers.

1. PART 3 - OFFER PREPARATION INSTRUCTIONS

3.2 Section I: Technical Offer

Delete:

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the work as identified in Annex "A" - Statement of Work. The Offeror should also address Part 4, article 3 - Conditions Precedent to the Issuance of a Standing Offer

Insert:

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the work as identified in Annex "A" - Statement of Work.

2. Questions and answers

RFSO – Request for Standing Offer
DND – Department of National Defence
LTL – Less-than-truckload
FTL – full-truckload

No.	Question	Answer
1	If a shipper requests a delivery using a company's website directly or by phone and not through the TMS, will the Quarterly Remittance Fee apply?	The Quarterly Remittance Fee will apply.
2	Is Part 6 just an example of a resulting contract or do we need to complete?	The contents of Part 6 is for resulting standing offer and contract clauses. After solicitation period is closed and evaluation process completed, successful bidders will be issued a standing offer. The contents of Part 6 will form the part of a standing offer to be issued. Bidders do not need to respond to Part 6.
3	There are multiple places in RFSO mention article 8, such as in PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES, A. STANDING OFFER Article 6.7 Where is article 8?	The article 8 in the question is actually Article 6.8 - Call-up Instrument in PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES A. STANDING OFFER
4	Please provide the RFSO in a word document which will allow bidders to complete and fill in the areas.	RFSO in a word format will not be provided. Bidders should use the documents posted on buyandsell.gc.ca web for your purpose.

5	At first glance, this RFSO appears to be the regular "Standing Offer" (LTL) tender? Is this correct?	The scope of work in this RFSO include multiple categories of services such as LTL service.
6	As we understand, the current LTL Standing offer that we have in place was extended and expires on March 31, 2017? Does this replace that extension?	Current National Master Standing Offer (NMSO) E60LM-120020 which include LTL service will expire on July 31, 2016. The intention of this RFSO is to issue new standing offers on August 1, 2016 to replace the NMSO E60LM-120020.
7	<p>In order to best respond to the RFSO with the most accurate pricing, we would like to request further information.</p> <p>Would it be possible to get the points of origin and the average weight per shipment for both freight and express?</p> <p>Furthermore, approximately what percentage of shipments is done within each province?</p> <p>Lastly, for courier services, are most shipments done within 0-50 kms?</p>	<p>We are not able to provide the requested information.</p> <p>It is recommended to provide rates for every possible origin-to-destination combinations and weight configurations for the areas covered. This ensures client users will have the greatest selection possible in meeting their transportation needs.</p> <p>Web-Services is encouraged to maximize opportunities for client usage.</p>
8	<p>On the current RFSO; Part 3 - <u>Offer Preparation Instructions</u> - 3.2 Section I: <u>Technical Offer</u>: This paragraph says "the Offeror should also address Part 4, article 3 - Conditions Precedent to the Issuance of a Standing Offer".</p> <p>This section is missing. (In the last RFSO it was a six page question & answer section). Please advise.</p>	<p>Bidders do not need to address to the section of "Conditions Precedent to the Issuance of a Standing Offer". This section was removed and is not applicable to the currently posted RFSO E60LM-160028/A.</p> <p>Please refer to the 1st part of this Amendment.</p>
9	<p>We will be quoting on three separate excel sheets for DND specified lanes:</p> <p>1) CA ROAD_TL - Why are there are two separate tabs for quoting trailerloads - CDN ROAD TL 2 and CDN ROAD TL? Should we quote both?</p> <p>2) CA ROAD_LTL EXPRESS MIN - Why are there two separate tabs for quoting LTL - CDN MOST USED TARIFF and CDN MIN & UP to 9 WTRANGES?</p> <p>3) CA ROAD_LTL REGULAR MIN - Why are there two separate tabs for quoting LTL - CDN MOST USED TARIFF and CDN MIN & UP to 9 WTRANGES?</p>	<p>1) There are difference in two tabs. The bidder should submit rates to both tabs.</p> <p>2) There are difference in two tabs. The bidder should submit rates to both tabs.</p> <p>3) There are difference in two tabs. The bidder should submit rates to both tabs.</p>
10	<p>Instead of a Compact Disc (CD) can we submit tender on a key?</p> <p>Can we submit the proposal on a USB key instead of by CD?</p>	<p>The Bidder must submit the proposal in hard copy separated into three sections as specified in Section 3.1. Soft copies can be submitted on either CD or USB key;</p> <p>Section I: Technical Offer: one (1) hard copy.</p>

	<p>Section 3.1 - Offer Preparation Instructions</p> <p>a. Does a Compact Disc (CD) mean an actual CD or are USBs acceptable?</p> <p>b. Are we able to supply additional USBs for other offer sections (technical / certifications)?</p>	<p>Section II: Financial Offer: one (1) hard copy and two (2) soft copies on Compact Disk (CD)</p> <ul style="list-style-type: none"> Compact Disks must be within the limitation specified in Annex "B" Offerors should clearly identify the Offeror's name on the Compact Disks. <p>Section III: Certifications Precedent to Issuance of Standing Offer: One (1) hard copy.</p>
11	Do I need to register before submitting tender?	No, however bidders must have a Procurement Business Number prior to being issued a Standing Offer.
12	<p>We were given RFSO number E60LM-160028, which specifies it relates to courier and freight services done on behalf of Public Works and Government Services Canada. Is Correctional Canada's (CorCan's) business covered in this exact RFSO or is there a different RFSO number you can supply us with?</p> <p>The reason I ask is that the RFSO listed above contains many thousands of lanes, including "Hong Kong" and "France." It doesn't look like the CorCan lane histories we are used to seeing.</p>	<p>The Identified Users that may use the resulting standing offers of this RFSO include Correctional Canada (CorCan).</p> <p>The lanes in three (3) rate templates for all Identified Users, contained in Annex "B" - Basis of Payment of RFSO in Excel Format, are examples only.</p> <p>Bidders may populate their own lanes and rates into the templates in Excel Format.</p> <p>Web-Services is encouraged to maximize opportunities for client usage.</p>
13	<p>Section 2.3 - Environmental Performance Considerations</p> <p>a. We are a third party logistics company with 1 truck in our "fleet". Do we answer these questions reflective of our 1 truck? Or do we answer these questions reflective of the partners we use and validate the sections by our including our vetting process?</p> <p>b. Is <i>Not Applicable</i> a valid answer?</p> <p>c. Formatting: Do we copy and paste the table into Microsoft, complete the Comments column, and add into our bid? Or complete the comments section on the PDF online, and print out to include into our bid?</p> <p>d. Should we include this as an Annex or can it be included within the document?</p>	<p>a. You may answer these questions reflective of delivery service provider that will provide services under this standing offer</p> <p>b. <i>"Not Applicable"</i> is a valid answer</p> <p>c. You may copy and paste the table into Microsoft, complete the Comments column, and add into our bid?</p> <p>d. You may include this as an Annex.</p>
14	<p>Section 6.3.3 - Quarterly Remittance Fee</p> <p>Please confirm that quarterly, we must give back 1.5% of total revenue back to the Government.</p>	Yes.
15	<p>Annex A - Article 1.15 (Customs Services)</p> <p>a. Will the Government / Shipper complete</p>	<p>a. It depends on the Shipper when a call-up is raised. The Shipper will specify this matter in the call-up.</p>

	<p>customs clearance with their own customs broker?</p> <p>b. Will the Offeror ever need to complete customs clearance with their own customs broker?</p>	<p>b. If the Shipper requests, the Offeror may need to complete customs clearance with Offeror's own customs broker.</p>
16	<p>Annex B – 3. Rate Templates for all Identified Users</p> <p>It states that using the sample templates to submit rates is not mandatory, are we able to submit our rates as per linear foot?</p>	<p>Yes. However, the definition of such rates on linear footage must be clear. For example, rates on linear footage based on what vehicle types and sizes.</p> <p>The Transportation Management System (TMS) will not be able to load rates per linear foot. But Standing Offer Index (SOI) web will load these rates. TMS is the mostly used tool for rate shopping and selection of supplier, and has a function to compare similar rates and rank suppliers based on similar rates. SOI has no such functions thus Shippers do not use SOI as often as use TMS.</p>
17	<p>Annex B – 5. Fuel Surcharge (FSC)</p> <p>a. Can the methodology of fuel surcharge be included in the rate and NOT as a separate cost as we do not have a fuel surcharge?</p>	<p>If a Bidder will not charge fuel surcharge as a separate item, it does not need to provide its methodology of fuel surcharge.</p>
18	<p>Annex B – Article 7. Dimensions</p> <p>If we are only quoting FTL are we able to omit the maximum dimensions per piece specification?</p>	<p>Yes.</p>
29	<p>Annex B – 8. Volume Weight (Density)</p> <p>a. If we are only quoting FTL are we able to omit the methodology of calculating volume/cubic weight established?</p> <p>b. If we are able to quote LTL via linear footage, we would submit in this section the means of calculating footage?</p>	<p>Answer to a and b</p> <p>Either for FTL or LTL, the Volume Weight (Density) information is needed if the rates are based on weight.</p> <p>If rates are based on linear footage, Volume Weight (Density) information is not needed. However, the methodology of calculating footage must be specified in the bid.</p>
20	<p>Annex “B” – Article 9. Service Type & Areas Covered Table</p> <p>a. Formatting: Do we copy and paste the table into Microsoft or complete on the PDF online, and print out to include into our bid?</p> <p>b. Do we need to include all Services, or just the ones that we will be selecting?</p>	<p>a. You may copy and paste the table into Microsoft, complete it and include in bid.</p> <p>b. The Bidder only checks the space for those services it will provide under the resulting standing offer.</p>
21	<p>Annex “B1” – Ancillary Charge Table:</p> <p>a. Waiting time charges are based per hour = \$75/ hour -- are we able to adjust the “Flat” \$ rate to include / hour?</p>	<p>a. Yes. One way or the other, not both.</p> <p>b. Do not remove ancillary service items but leave the other spaces in that table blank.</p>

	b. If we do not provide the ancillary service item, may we remove it?	
22	Annex “B2” –DND Specified Lanes a. #8 - States: Linear footage will apply In shipments of 640 cubic feet or greater at a rate of 1000 lbs per linear foot. i. Is this also applicable on “All User” Sample Template files?	The rule for DND Specified Lanes does not apply to the templates for All User.
23	Annex “B2” – Ancillary Charge Table (for DND only): a. Waiting time charges are based per hour = \$75/ hour -- are we able to adjust the “Flat” \$ rate to include / hour? b. If we do not provide the ancillary service item, may we remove it?	a. Yes. One way or the other, not both. b. Do not remove ancillary service items but leave the other spaces in that table blank.
24	Annex “F” – Additional Certifications Do we retype the regulations and have it signed? Or do we just sign the Annex “F” as a PDF, print it, and include it with our bid?	The Bidder may just sign the Annex “F” as a PDF, print it, and include it with our bid.
25	EXCEL RATES: Freight Template a. Density Factor – Do density factors need to be included on the Freight Template for All Users? b. Can we delete tabs at the bottom of the excel file templates if we are not supplying rates? c. Are we able to provide rates for Ground Freight Domestic based on linear footage? d. Are we able to provide rates for Ground Freight Domestic based on full truckload weight of 43,000 lbs / 19,500 kg? e. Are we able to provide rates for Ground Freight Domestic based on full truckload weight of 43,000 lbs / 19,500 kg without including any other rates?	a. If an Offeror provides volume weight (density) in its offer, the Offeror must specify that the density will apply to what rates. b. To the Freight Template for all Identified Users, the answer is yes. c. Yes. However, the definition of such rates on linear footage must be clear. For example, rates on linear footage based on what vehicle types and sizes. The Transportation Management System (TMS) will not be able to load rates per linear foot. But Standing Offer Index (SOI) web will load these rates. TMS is the mostly used tool for rate shopping and selection of supplier, and has a function to compare similar rates and rank suppliers based on similar rates. SOI has no such functions thus Shippers do not use SOI as often as use TMS. d. To the Freight Template for all Identified Users, the answer is yes. The bidder must specify clearly. e. To the Freight Template for all Identified Users, the answer is yes. The bidder must specify clearly.

26	DND & All User Rate Templates a. Are we able to put our logo and change the formatting? b. For Elapsed time, are we able to put a date range?	<p>a. To the rate templates for all Identified Users, the answer is yes. To the rate templates for DND specified lanes, the answer is no. To provide rates for DND specified lanes, the bidders must use DND templates and must not change templates.</p> <p>b. The acceptable data in the space of elapsed time will be such as 2 days. When a bidder provide rates in the bid, to put a date range in the space of elapsed time, August 3 – 5, 2017 for example, does not make sense. This is because if such date range is accepted, it means the proposed rates are only available for August 3 – 5, 2017.</p> <p>c.</p>
27	As the RFSO states, if our offer complies with the requirements of the Standing Offer and we meet the mandatory criteria, we will be declared responsive and recommended for issuance of a Standing Offer. Please clarify if this means we would automatically get on the supply list	<p>An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory criteria, to be declared responsive. All responsive offers will be recommended for issuance of a Standing Offer.</p> <p>After a bid is announced responsive, the Offerer must meet all the other conditions before a standing offer is issued.</p>
28	If we only supply DND truckload lane rates are we still able to get on the Standing Offer supply list?	Yes.
29	If we are on this standing offer list, are shippers able to request spot quotes from us on different shipments?	<p>If a shipper chooses to use the resulting standing offer, it must use the rates that are already included in the standing offer.</p> <p>If a shipper wants to request for spot quotes from standing offer suppliers, the shipper does not use the standing offer in such case. In such case, the terms and conditions of standing offer do not apply. Such case is outside of the standing offer. In such case the shipper must follow Government policies to do so.</p>
30	Is there a specific tense the offer should be written in?	The RFSO does not require a specific tense to be used in the bid. However, common knowledge of two official languages will govern the meaning of words in the bid.
31	Are we able to include diagrams / SmartArt in our offer to help explanations? Do these need to be included in an Annex or can they be included within the offer proposed?	There is no limit to the information the Bidder can include in its bid. However, the information must be presented in paper form. Organize your information clearly so the evaluation team will easily find them.
33	Are we able to supply additional documents and presentation materials to our bid such as a PowerPoint, Prezi, etc.?	The Bidder must provide their responses according to the instructions specified in the RFSO. The Bidder can find the requested answer to its question in the RFSO. If the RFSO does not mention those presentation materials, we will not accept them.

33	Will there be any standing offers or supply arrangements for GSIN code V001 to be published this year?	<p>The RFSO E60LM-160028/A include two GSIN's because it includes courier and freight service.</p> <p>GSIN for courier service is R103A GSIN for freight service is V001A</p> <p>At this moment, we do not know about other files with GSIN V001 than the RFSO E60LM-160028/A</p>
34	Is Environment Canada able to access the vendors on this standing offer?	Yes.
35	Will each section of the RFSO (Technical, Financial, and Certifications) be assessed by different people?	<p>The question asks for information of evaluation process.</p> <p>The process is as follows: The evaluation team of several people will evaluate each bid according to the relevant instructions specified in the RFSO.</p>
36	<p>This RFSO requests rates for traditional courier & freight services such as "Sameday" meaning from point to point within city limits. We specialize in point to point across Canada and to/from the USA.</p> <p>Can we modify the rate templates to accommodate our pricing model for:</p> <ul style="list-style-type: none"> • Sameday courier across Canada • Sameday courier to/from the USA <p>Worldwide Courier Template: Can we modify the Pick up time from 10:00 am to 16:00 hrs and delivered by 15:00 hrs next day?</p>	<p>To the rate templates for all Identified Users, the answer is yes.</p> <p>To the rate templates for DND specified lanes, the answer is no. To provide rates to DND specified lanes, the bidders must use DND templates and must not change templates.</p>
37	Can we add columns to the DND template (for example in CA Road_TL) to account for various sizes of truck or is it a best practice to submit a full spreadsheet PER size of truck?	<p>To provide rates to DND specified lanes, the Bidder must use DND templates without modification of the template. Do not add columns to the DND templates.</p> <p>However, when use DND templates to provide rates, you may specify the conditions of your rates. For example, you may specify on the page of template that these rates are based on what truckload, etc. You may provide one spreadsheet for one different size of truck.</p>
38	Can you explain how the "Elapse" column is to be filled out? Is it time in days or hours? And if in days, do you accept partial days or rounded to the full day? (i.e. if transit time was 2 hours would it be entered as '1' for one day?)	<p>The "Elapse" column is for the bidder to provide a transit time of the delivery; e.g. 2 hours, 2 days, etc.</p> <p>It is acceptable to enter partial days or rounded to the full day.</p>
39	Can you explain what the guarantee is exactly?	The "Guarantee" column is for the bidder to specify if the indicated transit time is guaranteed.
40	Can you provide historical usage data such as origins and destinations, volume of parcels and LTL	We are not able to provide the requested information.

	shipments, percentage per service, average weight per shipment, number of pieces for each type of service?	<p>It is recommended to provide rates for every possible origin-to-destination combinations and weight configurations for the areas covered. This ensures client users will have the greatest selection possible in meeting their transportation needs.</p> <p>Web-Services is encouraged to maximize opportunities for client usage.</p>
41	For LTL shipments, can we submit rates in a "per hundred lbs rate" based on our own program instead of a discount off the FCAC (Freight Carriers Association of Canada)?	<p>To provide LTL rates for all Identified Users, the answer is yes.</p> <p>To provide rates for DND specified lanes, the answer is no. To provide rates to DND specified lanes, the bidders must use DND templates and must not change templates.</p>
42	Section 3.2, it asks to address Part 4, article 3 - Conditions Precedent to the Issuance of a Standing Offer in the technical offer, but this does not match with section 3.2. Can you confirm which section we need to respond to.	Please refer to Answer to Question 8
43	In the RFSO, we don't see any equipment type breakdown for the lanes. We are unsure of the trailer type required.	<p>In a call-up, the Identified User will describe the requirement, such as what goods to be delivered, weight and size of goods, pick-up origin and delivery destination, etc.</p> <p>It is up to the Bidder to decide what equipment type such as a trailer or a truck to be used to complete such delivery.</p> <p>The Identified User will only compare rates by weight category among different suppliers and select a supplier accordingly.</p>
44	We would like to provide specific Truckload (TL) rates and intermodal rates to All Users and to DND specified lanes, but the excel rate templates in the RFSO do not contain the specific TL and intermodal worksheets. How do we provide our rates?	<p>If the rates are for All Users, please use the three (3) rate templates for all Identified Users, in Annex "B" - Basis of Payment of RFSO in Excel Format. They are examples only. Bidders may create their own worksheets to provide rates. For example, you may create one worksheet for your specific TL rates, and another one for your intermodal rates.</p> <p>However, if you provide these rates to DND specified lanes, you must use DND templates and must not change templates, but you may specify the conditions of your rates. However, you may specify in a space of one DND template worksheet, that the rates are based on specific truckload conditions of such and such. Also, in a space of another DND template worksheet, you may specify that the rates are based on intermodal conditions of such and such.</p>

45	Are all quotes from airport to airport or is it from pick up location in Canada and delivery to airport at international destination?	If the Bidder's rates are specified from city to city, and not specified from airport to airport, these rates will not be accepted as from airport to airport. If it is the Bidder's intention to provide rates from airport of one city to an airport of another city, the conditions of these rates must be specified clearly to be accepted and loaded as such. Origin city or destination city may be in Canada or anywhere in the World.
46	Does the freight move general dry goods and at times dangerous goods? Do you know the class of the dangerous goods?	Some Identified Users may request freight delivery for dry goods or dangerous goods. We do not know the class of dangerous goods. This information will only be known when an Identified User raises a call-up.
47	Can your offices do the bookings?	The Identified User will include its statement of work (SOW) at the time of raising a call-up. The SOW will specify details such as who will do the booking.
48	Is the WSBL the only way for billing?	When a service is requested by DND, it will use the DND WSBL as a call-up instrument and for billing. DND may also use other documents for billing.
49	If a postal code is not in an airport city, do you truck to the closest airport or do you want the pick up rate in the rate?	<p>Using postal code is helpful. Whether it is used or not, the Bidder must specify the conditions of its rates clearly.</p> <p>For example,</p> <ul style="list-style-type: none"> • If the conditions of the rates are just between two airports, the rates will be accepted as excluding trucking between pick-up location and the airport. • If the conditions of rates are such as follows: pick-up at one location and delivery by truck to airport; air delivery from the airport of one city to an airport of another city, then delivery by truck from that airport to the destination location; these conditions must be specified clearly with your rates. <p>Once the rates and their conditions are accepted, they will be used as such.</p>
50	We understand that we must submit three (3) sections for the RFP (technical, financial, certifications), but we are unsure how we are expected to answer information that is not explicitly in either of these sections. For example, to respond to some of the requirements in section 6 (i.e. security requirements, contacts, etc.), should we put it in the technical offer as it is not related to rates or should we have another document for the standing offer?	You may submit it in the technical offer as it is not related to rates.

All other terms and conditions remain unchanged.