



**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**

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**

This solicitation also has a PSAB requirement

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Electrical & Electronics Products Division  
11 Laurier St./11, rue Laurier  
7B3, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> ACCESS CONTROL SYSTEM (IDACS)	
<b>Solicitation No. - N° de l'invitation</b> E60HN-160ACS/B	<b>Date</b> 2016-07-18
<b>Client Reference No. - N° de référence du client</b> E60HN-160ACS	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> hn460.E60HN-160ACS	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HN-460-71189	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2016-06-30	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-09-02</b>	
<b>Time Zone</b> Fuseau horaire Eastern Daylight Saving Time EDT	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Guertin, Benoit	<b>Buyer Id - Id de l'acheteur</b> hn460
<b>Telephone No. - N° de téléphone</b> (819) 420-0331 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> 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

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

This amendment (1) seeks to extend the end date to September 2, 2016, make the following changes as well as answer questions from vendors.

1) At **PART 4 - delete points 1.1 Mandatory Technical Criteria, 1.2 Financial Evaluation and 1.3 Pricing Basis** in its entirety and replace with the following:

#### **1.1 Mandatory Technical Criteria**

The following mandatory requirements **MUST** be submitted with the offer for evaluation:

- Completed Annex "C" Price List;
- Provide authorization letters from the OEM for all manufacturer's suggested retail price (MSRPs) list/ catalogue listed in the offer (Annex "F");
- All letters from OEM **MUST** contain the OEM representative's contact information (Annex "F")
- Provide level of Facility Security Clearance (FSC) and Document Safeguarding Capability (DSC) clearances obtain from CISD (if applicable).

#### **1.2 Financial Evaluation**

The following mandatory factors will be taken into consideration in the evaluation of each offer:

- Compliance with Pricing Basis;
- Suppliers **MUST** accept the use of acquisition cards for all orders under \$10,000.00

The Offer price will be determined by processing, on an item per item basis, the percentage discounts for each manufacturer as listed in Annex "C". Offerors **MUST** submit the most up-to-date MSRP list/ catalogue **in Canadian dollars**. Only **ONE** version of an MSRP list/ catalogue will be accepted throughout the NMSO. In the event that more than one MSRP list/ catalogue is submitted, the SO authority reserves the right to choose the MSRP list/ catalogue that will be included in the SO.

#### **1.3 Pricing Basis**

The Offeror must quote firm hourly rates for IDACS services and firm percentage discounts off MSRP list/ catalogue unit prices Canadian dollars, Delivered Duty Paid - DDP - (destination) the Goods and Services Tax (GST) and/or the Harmonized Sales Tax (HST) extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

In order to modify the MSRP list/ catalogue, Standing Offer holder(s) will need to submit the Manufacturer's confirmation to the Standing Offer Authority for approval. The percentage discount is to remain unchanged for the entire period of the standing offer, including any exercised option periods. Standing Offer holders must use the most current MSRP list/ catalogue at the time of the modification.

2) At **Part 7, point 4.3 Updating Manufacturer Suggested Retail Price lists (MSRP) and 4.4 Updating Percentage Discounts** delete both in their entirety and replace with the following:

#### **4.3 Updating Manufacturer Suggested Retail Price lists (MSRP)/ Catalogue**

The Standing Offer holder(s) will be allowed to modify the MSRP lists/ catalogues once every six (6) months, upon written confirmation from the Manufacturer and confirmed with the issuance of an authorised revision to the standing offer. The percentage discount is to remain unchanged for the entire period of the standing offer, including any exercised option periods. In the event that more than one OEM's MSRP lists/ catalogues is submitted, the Standing Offer authority reserves the right to choose the MSRP list/ catalogue that will be included in the Standing Offer.

#### 4.4 Updating Percentage Discounts

The Standing Offer holder(s) will be allowed to modify their percentage discounts off of MSRP lists/ catalogues once a year, at the anniversary date of the NMSO. The Standing Offer holder(s) **MUST** advise the Standing Offer authority by email 30 days before the expiry date of the Standing Offer.

On the anniversary date, the Standing Offer holder(s) can choose to increase or decrease their percentage discounts. However, the percentage discount can never be decreased lower than the original percentage discount offered at the time of the initial offer.

3) At **Annex "A" - Requirement**, delete in its entirety and replace with Annex "A" attached hereto.

4) At **Annex "C" Price List, Category 1 Goods**,

Delete: MSRP

Insert: MSRP lists/ catalogues

5) At **Annex "F" Manufacturer Authorization Letters**, delete in its entirety and replace with Annex "F" attached hereto.

6) Questions and answers

Q1- Must I apply under the PSAB stream?

A1- No.

Q2- Must I enter a contact person for each region, including the Territories?

A2- No, vendors are to submit contact information for only the regions they wish to sell to.

Q3- I have multiple MSPRs to list but only one place to put all of them. How am I to enter the MSRP?

A3- In Annex "C" Category 1, we need the name of the MSRP list/ catalogue, not the individual MSRP for one particular product.

Q4- How are we supposed to submit the entire MSRP book?

A4- As indicated under Section II Electronic Copy, Offerors are to contact the Standing Offer Authority in order to obtain the template for the electronic version of the financial offer. All MSRP Lists/ catalogues are to be saved according to their sub-categories.

Q5.1- Do you wish to have an amalgamation of various lists under one catalogue?

Q5.2- Can we create our own MSRP list?

Q5.3- Can I submit 1 catalogue covering all of the products and services we offer?

A5- No. Each MSRP list/catalogue must be accompanied by the Manufacturer's Authorization letter.

Q6- May we offer more than one MSRP list per sub-category?

A6- Yes.

Q7- It is my understanding that you are looking to procure a maintenance service for the existing system and an upgrade is not in the picture.

A7- This NMSO will be used for the repair and/or minor upgrade of existing Intrusion Detection and Access Control Systems (IDACS) and will include the purchase of hardware, software and IDACS services.

**All other terms and conditions remain unchanged.**

### ANNEX "A" – Requirement

There are many different Intrusion Detection and Access Control Systems (IDACS) currently in use by client departments within the Federal Government. Clients will be able to choose vendors who offer products compatible with the systems in place and may already be managing the warranty for the existing systems.

Clients will be required to make a note to file as to the reason for their choice and will be subject to Audits conducted by the Standing Offer Authority.

This Standing Offer (SO) is for the repair, minor upgrade and/or expansion of Intrusion Detection and Access Control Systems (IDACS).

Offerors must submit MSRP lists/ catalogues for all sub-categories listed in Annex "C" for which they are submitting an offer as well as a percentage discount for each. Canada reserves the right to reject any MSRP list/ catalogue in whole or in part that does not fall under IDACS

The following equipment, although related to IDACS, are not included in this SO as they are available on other PWGSC and/or SSC procurement tools:

- IT equipment : Desktop, laptops, tablets, PC accessories and peripherals, monitors
- Servers
- CCTV
- LAN/WAN devices: Network switches, modems, routers...

The SO will be separated under three (3) scenarios:

#### 1- Purchase of goods/equipment only, as listed under Category 1 – Goods of Annex "C".

#### 2- IDACS Services, as listed under Category 2 – Services of Annex "C"

Examples of services available under this SO, but not limited to:

- Repair/installation of a broken card reader
- Investigation of a broken alarm
- Creation of drawings

#### 3- A combination of both categories.

When sending information to Standing Offer Holders, clients **MUST** send the identical information to all in order to obtain an accurate quote.

For example, the purchase and installation of a card readers.

Requirement: replacement of 5 card readers on the 3<sup>rd</sup> floor of Building ABC.

Address: 11 Laurier St., Gatineau QC.

Security Requirement: Reliability (CLIENTS WOULD HAVE TO CHOOSE THE APPROPRIATE SRCL AND THE CLAUSES – SEE ANNEX D –TO BE INSERTED INTO THE CALL-UP AND VERIFY THAT THE VENDOR STILL HAS A VALID SECURITY CLEARANCE.)

Product(s): Card reader XYZ

\$Unit price – discount off MSRP lists/ catalogues = \$ Note 1 x Qty 5 = \$ \_\_\_\_\_

Installation:

Note 1 hours x \$ hourly rate \$ \_\_\_\_\_

Installation material:

\$ Note 1 x Mark-up \$ \_\_\_\_\_

**Total:** \$ \_\_\_\_\_

Note 1: Information would be provided by the standing offer holder.

Solicitation No. - N° de l'invitation  
E60HN-160ACS/B  
Client Ref. No. - N° de réf. du client  
E60HN-160ACS

Amd. No. - N° de la modif.  
File No. - N° du dossier  
hn460.E60HN-160ACS

Buyer ID - Id de l'acheteur  
hn460  
CCC No./N° CCC - FMS No/ N° VME

### Annex "F" – Manufacturer Authorization Letters

Department of Public Works and  
Government Services Canada  
Place du Portage Phase III,  
11 Laurier St., 7B3  
Gatineau, Quebec  
K1A 1C9

Date

Attention: Benoit Guertin

Reference: E60HN-160ACS

This letter certifies that: (check applicable box(es))

( ) 1) Offerors Company Name is an authorized dealer of Manufacturers Company Name products and is approved to supply the Government of Canada with Security Hardware products, under MSRP list/ catalogue name / number;

and/or

( ) 2) Offerors Company Name is an authorized installer of Manufacturers Company Name products and is approved to provide installation services;

through the standing offer E60HN-160ACS.

The offeror named above is authorized to sell, deliver and provide post-sales service support for the manufacturer named above.

Best Regards,  
[Signature]

Name of Authorized OEM Representative:	
Title:	
Phone number:	
E-mail address:	