



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

Title - Sujet RG Cheque Envelopes	
Solicitation No. - N° de l'invitation EN893-170547/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client EN893-170547	Date 2016-09-07
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-020-71446	
File No. - N° de dossier cw020.EN893-170547	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-09-16	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Werk(cw), Janet	Buyer Id - Id de l'acheteur cw020
Telephone No. - N° de téléphone (613) 998-3968 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TPSGC/PWGSC National Capital Area (Gatineau) Phase III, Place du Portage 11 Laurier Street Gatineau, QC, K1A 0S5	

Instructions: See Herein

Instructions: Voir aux présentes

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

Amendment is to answer bidders' questions and change the closing date of the RFP.

The closing date for the RFP is changed to Friday Sept 16, 2016 2pm time EDST.

Question 2:

In *APPENDIX C* to Annex A, *PACKAGING AND PALLET SPECIFICATIONS*, regarding the described cartons:

"*CARTONS:*

- *Cartons must be 20" wide x 24" long x 5" high, divided into 4 sections;*
- *Cartons of 2,000 envelopes;*
- *Envelopes to be packed fairly tight in the box to prevent curling.;*"

This is the same specification that was included in the previous solicitation. Have the box requirements changed since that time? Please confirm that this is the current box size and style that reflects the current PSPC requirements.

Response 2:

The envelope box size and style have changed.

In *APPENDIX A - D – TO ANNEX A STATEMENT OF WORK*, under the heading *APPENDIX C – PACKAGING AND PALLET SPECIFICATIONS*

DELETE:

CARTONS:

- *Cartons must be 20" wide x 24" long x 5" high, divided into 4 sections;*
- *Cartons of 2,000 envelopes;*
- *Envelopes to be packed fairly tight in the box to prevent curling.;*

REPLACE WITH:

CARTONS:

- **Cartons must be 12" wide x 19" long x 9" high.**
- *Cartons of 2,000 envelopes;*
- *Envelopes to be packed fairly tight in the box to prevent curling.*

Question 3:

In *APPENDIX A - D – TO ANNEX A STATEMENT OF WORK*, under the heading *APPENDIX A – SPECIFICATIONS FOR 3-3/4" OR 3-7/8" x 9-1/4" RECEIVER GENERAL ENVELOPE* and *APPENDIX B - SPECIFICATIONS FOR 4- 1/4" x 9- 1/4" RECEIVER GENERAL ENVELOPE* it does not mention that the fabrication of the envelope is outside seams. Has this changed?

Response 3:

The 3-3/4" OR 3-7/8" x 9-1/4" RECEIVER GENERAL envelopes and the 4- 1/4" x 9- 1/4" RECEIVER GENERAL envelope are fabricated with outside seams

In *APPENDIX A - D – TO ANNEX A STATEMENT OF WORK*, under the heading *APPENDIX A – SPECIFICATIONS FOR 3-3/4" OR 3-7/8" x 9-1/4" RECEIVER GENERAL ENVELOPE* and *APPENDIX B - SPECIFICATIONS FOR 4- 1/4" x 9- 1/4" RECEIVER GENERAL ENVELOPE* **Add the following:**

Seam: Double side seams, Outside seams

Question 4:

In PART 2, 2.2 submission of bids it states: "due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will be accepted". Is this correct or should it read "will not be accepted"?

Response 4:

For the purposes of the current Request for Proposal, bids **will be** accepted by facsimile. Bidders submitting their bids by facsimile must submit the required firm, all inclusive, prices for the quantities and items included in the MS Excel spreadsheet that is being distributed through GETS (BuyandSell.gc.ca) and as specified in Annex "B". Bidders submitting a bid by facsimile must include a clear and legible copy of the completed MS Excel spreadsheet with their bid. Failure to submit a copy of completed MS Excel spreadsheet with the fax bid will render the bid non-responsive.

Bidders must also complete the B.1.A P2010 - T - Paper Adjustment Clause and include it with their Bid. If the Bidder does not complete and provide the B.1.A P2010 - T - Paper Adjustment Clause with the Bid, no Paper Adjustment Clause will be included in the Contract and no price escalation/adjustment will be granted based on increased paper costs during the period of the Contract or option years.

All other terms and conditions remain unchanged.