



Procurement and Contracting Services
 30 Victoria Street
 Gatineau, Quebec K1A 0M6

REQUEST FOR PROPOSAL AMENDMENT

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

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| RFP Amendment No. | RFP Amendment Date: |
| 1 | December 13 th , 2016 |
| Office of the Chief Electoral Officer File No. | |
| ECADB-RFP-16-0309 | |
| Title: | |
| Warehousing and Distribution Services | |
| Request for Proposal Closing Date: | |
| December 21, 2016 @ 14:00 (Gatineau Time) | |
| ENQUIRIES – address enquiries to the Contracting Authority: | |
| Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6 proposition-proposal@elections.ca | |
| Attention: | Tel No. |
| Annie de Bellefeuille | 819-939-1490 |

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal for Warehousing and Distribution Services bearing number ECADB-RFP-16-0309 and dated December 6, 2016 (the “RFP”). This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

Part 2. Questions and Answers

The following question(s) have been asked in response to the Request for Proposal and Elections Canada hereby answers as follows:

Question No. 1

Question: Regarding the Facility Security Clearances required as well as the Personnel level clearance required, we need to obtain these clearances.

Can you please advise on next steps to facilitate the process of gaining these certifications.

Answer: Elections Canada is willing to sponsor a company that is not yet certified. Please find the appropriate information at the following link: <http://www.tpsgc-pwgsc.gc.ca/esc-src/organisation-organization/enquete-screening-eng.html> However, at this time, Elections Canada will not delay the award of a contract for a supplier that does not have the required security clearance.

Part 3. Amendments

3.1 Amendment to Sub-Section 5.1.1 of Part 5 - Security, Financial and Other Requirements

Delete: Sub-section 5.1.1 in its entirety.

Insert:

- 5.1.1 Before award of a contract, the following conditions must be met:

- (a) the bidder must hold a valid organization security clearance as indicated in Part 6 – Resulting Contract;
- (b) the bidder’s personnel requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 6 – Resulting Contract;
- (c) the bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

5.1.2 Elections Canada will not delay the award of a contract to allow bidders to obtain the required clearance.

3.2 Amendment to Request for Proposal Closing Date on the English RFP cover page

Delete: December 21, 2016

Insert: December 21, 2016 @ 14:00 (Gatineau Time)