



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.

RFP Amendment No.	RFP Amendment Date:
1	December 14 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. 2

Question: In the past, we have submitted all of our corporate information in a separate document from the RFP submission.

Would this be required for this RFP?

Answer: Yes, the information is to be provided for this RFP.

Question No. 3

Question: In going through the RFP, we have noticed that there is no space allotted to enter an answer. Are we expected to submit a separate document that provides our answers? If so, in which package do we include this separate document?

Answer: Please refer to Part 3 - Proposal Preparation Instructions in the RFP.

Question No. 4

Question: In the Section entitled ‘Status & Availability of Resources’, there are 2 questions relating to Aboriginal business. With these questions, there is the option to check one of two boxes. As it stands with our Company, neither of the options available to choose from would apply to us. There is no option to enter an “N/A” (Not Applicable). Should we just not answer these questions?

Answer: Please see Amendment below.

Question No. 5

Question: We wanted to know if there was a list of Certificates that that we would require to submit (for example there is a reference to needing a Certificate from the City of Ottawa Fire Department). Is there any other Certificates that would apply?

Answer: No. As stated in the Statement of Work, under 6.25, and under M7, the valid certificate must be issued by the city fire department.

Part 3. Amendments

3.1 Amendment to Section 4 of Part 9 - Certificates

Delete: Sub-section 4.4 to 4.10 in their entirety.