



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. 1	RFP Amendment Date: December 16, 2016
Office of the Chief Electoral Officer File No. ECLP-RFP-16-0364	
Title: Envelope – All purpose (Large)	
Request for Proposal Closing Date: January 17, 2017 at 2:00 p.m. (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: Luc Potvin	Email: proposition-proposal@elections.ca

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal bearing number ECLP-RFP-16-0364 and dated December 7, 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:

2.1 Question No. 1

Question:

I understand that the FSC Logo has to be printed in black on back of each envelope. Bottom left corner. Where can we get this the FSC logo from?

Answer:

The FSC logo can only be used by FSC-Certified companies. Elections Canada reserves the right to verify and confirm that the Bidder has the FSC Certification.

2.2 Question No. 2

Question:

Does the envelope require to have bubble inside?

Answer:

The envelope must not have protective bubbles inside.

2.3 QUESTION No. 3

Question:

I also understand that 50 envelopes has to be packed in a paper band. and each wrap has to be labeled. What would the label be for each individual wrap?

Answer:

Please refer to the section “Wrapping Labels” of the Annex A – Specifications.

2.4 QUESTION No. 4

Question:

On page 3 of the specification section for the RFPO 16-0364 for the Envelope – All purpose (Large) – EC 11520 (03/2014). Elections Canada as we supply wrapping in 50's with paper bands. Can we use elastic bands?

Answer:

The envelopes EC11520 can be packaged in 50's with an elastic band instead of the paper band.