



**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**

Informatics Professional Services - EL  
Division/Services professionnels en informatique -  
division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> RECORDS MANAGEMENT SERVICES	
<b>Solicitation No. - N° de l'invitation</b> EP470-161342/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> 20161342	<b>Date</b> 2017-01-26
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-636-31021	
<b>File No. - N° de dossier</b> 636el.EP470-161342	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-02-15</b>	
<b>Time Zone</b> Fuseau horaire Eastern Standard Time EST	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Doyle, Ashton	<b>Buyer Id - Id de l'acheteur</b> 636el
<b>Telephone No. - N° de téléphone</b> (873) 469-4679 ( )	<b>FAX No. - N° de FAX</b> (819) 956-7827
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

This Amendment number 001 is raised to respond to the following bidder questions:

**Question #001**

In order to facilitate and expedite our response to the subject RFP, could you please provide us with a soft copy of the RFP in word format?

**Response**

As per the Notice of Proposed Procurement (NPP), this solicitation document is available in PDF format only.

**Question #002**

Due to the fact that the majority of the deliveries will be in English, would the client consider a unilingual compliant candidate who meets all criteria?

**Response**

The individual proposed must be able to communicate orally and in writing in French and English without any assistance and with minimal errors.

**Question #003**

Could you please confirm how many resources need to be submitted at bid closing? One or two?

**Response**

As per Attachment 4.1 of the RFP, only one proposed resource is required at bid submission.

**Question #004**

Has there an incumbent in this position in the last 24 months, and if so, what is the value and duration of the contract?

**Response**

Vendor name: I4C Information Technology Consulting Inc.  
Contract Value: \$2,324,184.00  
Duration of Contract: December 14, 2012 to June 30, 2017

**Question #005**

Where would the location of work take place?

**Response**

Most of the work will be conducted at the client's premises in the National Capital Region. Some limited work with regional representatives may be conducted using teleconference facilities provided by the Crown.

**Question #006**

Would the contractor be able to work partially off-site with on-site meetings?

**Response**

No.