



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 booklet print xplorators club parka	
Solicitation No. - N° de l'invitation 5P300-160887/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client 5P300-16-0887	Date 2017-02-23
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-020-72464	
File No. - N° de dossier cw020.5P300-160887	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-03-03	Time Zone Fuseau horaire Eastern Standard Time EST
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:	

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

The purpose of this amendment is to respond to bidders' questions.

RESPOND TO BIDDERS' QUESTIONS

Question 1)

The RFP document states there may be different number of pages in each booklet for different batches? or is it going to 16 pages all the time like the quote expectation in the excel sheet? What we could do is give you a an exact quote ranging from 8 pages all the way up to 28 this way we can weed out any wastage.

Response 1)

The Excel spreadsheet (*Annex_b_5P300-160887a_amd001*) indicates the number of pages for each of the required booklets. The number of pages is different for each booklet based on the content for each. All but one (1) of the required booklets range from booklets with only 16 double sided pages to booklets with 24 double sided pages as specified for each. There is one (1) booklet that has 28 double sided pages. Bidders must refer to the column entitled "*A. # of Pages double sided*" which specifies the page count for each booklet.

Question 2)

Are the documents going to be personalized to each location? I am assuming so but I would just like to clarify.

Response 2)

The "*Xplorers*" booklets are different for each location. The covers and the content for each of the booklets is different. There are some similar design elements in the outside front and back covers of the "*Xplorers*" booklets, however the covers are personalized for each location and the content is completely different for each location. Although, "*Club Parka*" booklets are the same for all sites. There are only 2 versions of Club Parka booklet: French and English.

Question 3)

You have indicated the number of "double sided pages". Please clarify if this means that, for example, a booklet with 20 "double sided pages" would have page numbers on the front and back of each sheet starting at 1 and ending at 20.

Response 3)

The "*Club Parka*" and "*Xplorers*" booklets are all produced as self-cover, saddle stitched booklets. The number of "double sided pages" indicates the total page format. For example: A booklet that is specified to have 20 "double sided pages" would include the outside front cover, the inside front cover which would be page 2, the next page which would be page 3, and the back of page 3 would be page 4, etc... until the inside back cover page which, in this case, would be page 19 and the outside back cover which would be page 20. It is important to note that not all pages are numbered.

Question 4)

In the Annex "A" Statement of Work you indicate that "*the final number of pages for each booklet will be confirmed at the time that each batch is sent to the Contractor*". What do you mean by that? The number of double sided pages indicated for each booklet in the Excel spreadsheet 9Annex "B"). Is this going to change?

Response 4)

The content of some booklets is currently under revision. During this revision process, due to major changes to a Parks Canada site, we may want to change the number of pages of a booklet. It is not the rule, but it might happen. If it's the case, the new edition of a booklet will have 16, 20 or 24 pages, as all of the other booklets.

Question 5)

In section "A.8.1 Size" of the Annex "A" Statement of Work you indicate the following: Trim: 7" x 8.5". Is this the final folded trim size?

Response 5)

The booklets measure 14" w x 8.5" h flat and measure 7" x 8.5" when folded to final size and saddle stitched.

Question 6)

It appears that there is one single design for each of the Canada 150 insert, English Parka and French Parka booklets meaning one print file for each, please confirm?

Response 6)

As indicated in Response 2, the "*Xplorers*" booklets are different for each Parks Canada site. Each site has its own booklet in English and French versions, and as such there are different print files for each site location.

The "*Club Parka*" booklets are the same for all sites. There are only two (2) versions of Club Parka booklet: French and English.

The Canada 150 insert is also the same for all sites. Since it is a bilingual product (one side English and the other side in French), there is only one (1) print file.

Question 7) Explorers Booklets:

- a) Given the 4 different page counts (16, 20 and 24 plus the one exception at 28 pages) does this imply that there is only one print file for each page count for each language for a total of 8 print files for all the Explorers Booklets that are to be produced?
- b) If not the above does each delivery location receive its own version implying a different print file for each location?

Response 7) a) and b)

Each delivery location receives its own version of the "*Xplorers*" booklet in English and French versions, and as such there are completely different print files for each location.

Question 8)

I noticed the paper stock for the cover papers is 80lbs and the interior pages is 80lbs as well. Is that correct? or do you mean 8 point card stock for the cover?

Response 8)

The "*Club Parka*" and "*Xplorers*" booklets are all produced as self-cover, saddle stitched booklets. The paper for the covers and the text pages is as stated in the Annex "A" Statement of Work (section A.7.4):
A.7.4 Paper Stock

*Cover: Rolland ENVIRO100 Print smooth, white, text 80lb post-consumer 100% or equivalent**

*Inside pages: Rolland ENVIRO100, Print smooth, white, text 80lb post-consumer 100% or equivalent**

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL REMAIN UNCHANGED