



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. 004
Client Reference No. - N° de référence du client 5P300-16-0887	Date 2017-02-24
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

**This amendment is to:
Answer Bidders' questions.**

Question 9) Section A 10. Quantities: Please define what is meant by "Previous year printings show a total variation by no more than 10,000 booklets and 8 design files"?
Response 9) The Xplorers program exists since May 2011. Some years, between the time the order has been passed to the printer (November-December) and the delivery time of the booklets to the sites (March-June of the following year), some sites have canceled their order of booklets, or have increased the amount of booklets ordered. This explains why, in the past, there has been discrepancies between the number of booklets ordered from the printer and the number of booklets printed in reality. For example, in previous years, in November, a Park site would request the number of booklets they want printed and then in January, after reviewing their inventory again, might change the number of copies they wanted. As we are now the end of February, it is highly unlikely that the number requested in the excel sheets will change for the first print run. The additional print run number may be required in the late summer or fall depending on how high the visitor rate is during this special year of Canada's 150 th .
Question 10) In the Annex "B" Excel spreadsheet (pricing grid) under the Explorers Booklets the grid requests a price for re-printing at a different time meaning not when the initial run is being produced. What quantity are we to base our price on for printing at a different time?
Response 10) The quantities are different for B.2 Period of the Contract and B.3 Period of the option years. For the period of the contract, the quantities listed in the delivery sheet and as Lot prices are expected to be the quantities required. However, as it is impossible for a Historic site or National park to predict exactly how many visitors will visit their premises, these quantities are only estimation. Some sites/parks may run out of booklets and so may require a 2 nd print run thus the "reprint at a different time" pricing request. For B.3 Option years, the number of quantities request are estimations only and based on visitors to the various sites/parks before 2017. These pricing are valid for both option periods. The escalation for paper clause, if filled out, can be applied if the paper increase during that time frame. It is not known at this time, how close these estimations are and therefore the price will be prorated. : <i>"In the event of a change in the basic number of quantities, the prices will be adjusted on a pro-rata basis using the "additional, same print" run pricing. Similarly, if there are additional pages or less pages, then the additional page price will be used."</i>
Question 11) Please clarify the minimum quantities for the additional print run.
Response 11) Annex B will be correct to change the minimum quantity requested for the reprint at a different time of either 50 booklets or 100. Annex B will therefore be amended to reflect this change as well as <i>"additional page price" will also be added in B.3.</i>

The ANNEX "B" BASIS OF PAYMENT – MS Excel spreadsheet will be replaced in its entirety. The new Annex "B" Basis of Payment – MS Excel spreadsheet (EN - Annex B Basis of Payment – 5P300-160887/A - 002) can be downloaded from the Buy and Sell website directly or bidders may **send an email to the Contracting Authority (janet.werk@pwgsc-tpsgc.gc.ca) to have the revised Annex "B" Basis of Payment emailed to you.**

If your proposal has already been submitted, it can be modified by submitting an amendment identified with file no. 5P300-160887/A to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the current amendment.

All other terms and conditions of the RFP remain unchanged.