



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 Braille & Large Print	
Solicitation No. - N° de l'invitation B8322-170280/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client B8322-170280	Date 2017-03-10
GETS Reference No. - N° de référence de SEAG PW-\$\$CW-035-72566	
File No. - N° de dossier cw035.B8322-170280	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-03-16	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Buck(CW Div.), Daniel	Buyer Id - Id de l'acheteur cw035
Telephone No. - N° de téléphone (613) 998-8582 ()	FAX No. - N° de FAX (613) 991-5870
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

AMENDMENT 002

The ANNEX "B" BASIS OF PAYMENT – MS Excel spreadsheet will be replaced in its entirety.

If your proposal has already been submitted it can be modified by submitting an amendment identified with file no. B8322-170280/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.

The purpose of this amendment is to:

- a) **response to bidder's questions; and**
- b) **make amendments to the Request for Proposal B8322-170280/A.**

A) RESPONSE TO BIDDER'S QUESTIONS:

Question 1: Please provide clarification on work delivery time requirement for the document. For example; we receive an order, provide a quote, the quote is approved and how long do we have to deliver the final document?

- a. Section A.6 SERVICE STANDARDS:
 - The Contractor must complete the work request within thirty (30) business days from reception of the work request approval by the CIC Project Authority.
 - The Contractor must deliver the final printed product in braille format or large print format to CIC within two (2) business days of processing the work request
- b. Section A.8 DELIVERY: "Once the work request is completed, the Contractor must print and deliver to CIC the requested kit in braille or large print (18 points) format. Each work request must be delivered within 10 business days by postal to CIC at the following address

Answer 1: Final document in requested format (Large print and/or Braille) must be delivered within 30 business days from when the quote is approved.

Question 2: In the "Annex "B" Pricing Schedule" under B.1.1 and again under B.1.3 you ask for: "All inclusive price per sheet including: all setups, all operations and materials for printing etc." under the price per sheet. This forces the bidder to assume that each sheet requires individual setup (transcription) for the conversion to Braille or Large Print. Based on our understanding of your request, these documents are mostly static and only occasionally change. Therefore, a document kit such as "CIT0001" would be 52 pages for setup (transcription) and is only required once. When the setup (transcription) is complete we archive the file and then produce kits on-demand without any additional setup required. This allows us to provide you with additional ordered copies of the document at a much lower price per sheet as the setup is not included with every order.

Could we would quote this with the "set-ups" removed from the all-inclusive section and provide you with the one-time setup (transcription) price for Braille and Large Print for each of the forms you have listed. This will provide you a significant savings for this work since the setup is only required for the first kit ordered or if the contents of the kit are changed.

Answer 2: Yes, the one-time set-up transaction price would make more sense unless there are changes on the guides or forms context. Please see revised Annex "B" Basis of Payment.

Question 3: For several "Forms" listed the details can include multiple documents. When producing these kits with multiple documents are all the documents be included in one kit with a clear cover on the front

and black text stock on the back -or- are the kits to be produced as individual documents with the clear cover and black text stock on the back?

Answer 3: Individual cover per kit requested. A kit includes the guide, and associated form and checklist. A kit can be included under one clear cover. If two kits are requested, two separate packages under their respective clear cover.

Question 4: In A.9.1.1 there is a specification for the French braille code to be used but not for English. Is the production of English Braille to be in UEB? The French standards as stated mention two codes, should it not be CBFU?

Answer 4: UEB for English and CBFU for French.

B) AMENDMENTS TO THE REQUEST FOR PROPOSAL B8322-170280/A

1. On page 21, under Annex “A” Statement of Work, under the Section A.6 Services Standards:

Remove:

- The Contractor must deliver the final printed product in braille format or large print format to CIC within two (2) business days of processing the work request.

Replace with:

- The Contractor must deliver the final printed product in braille format or large print format to CIC within thirty (30) business days of processing the work request.

2. On page 22, under Annex “A” Statement of Work, under the Section A.8 Delivery:

Remove:

Each work request must be delivered within 10 business days by postal to CIC at the following address

Replace with:

Each work request must be delivered within 10 business days by postal to CIC at the following address

3. On page 22, under Annex “A” Statement of Work, under the Section A.9.1.1 Braille Transcription:

Remove:

French Braille (In Canada):

Code pour la transcription en braille de l'imprimé (Code de base), 1996

Code braille français uniformisé pour la transcription des textes imprimés (CBFU), 2008

Replace with:

English Braille (In Canada):

Unified English Braille (UEB), 1996

French Braille (In Canada):

Code pour la transcription en braille de l'imprimé (Code de base), 1996

Code braille français uniformisé pour la transcription des textes imprimés (CBFU), 2008

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