

Amendment #3

Subject: Relocation Services in the National Capital (NCR) RFSO # 1000183693

This Amendment #3 is raised to answer questions raised by bidders and amend the RFSO where indicated:

Question 1

Under Part 4, Evaluation Procedures and Basis of Selection

4.1.1.1 Mandatory Technical Criteria

M1

Who can be considered to have attended the mandatory site visit? The original site visit was cancelled (Wednesday March 1, 2017 at 9:00 A.M.) and then re-scheduled for (Wednesday March 8, 2017 at 9:00) some bidders attended the first site visit, some attended the second, others attended both and some attended neither?

Answer 1

Due to technical difficulties with the Government of Canada Tendering System - Buy and Sell, not all bidders were able to view the amendment for the re-scheduled site visit. We will therefore be holding a second site visit on March 24th, 2017 for bidders who did not attend the rescheduled site visit. Bidders who attended the March 8th site visit are not required to attend the second site visit. Attendance at either site visit March 8, 2017 or the site visit on March 24th, 2017 will be considered to meet the requirements of the Mandatory Site Visit M1 of the RFSO.

Under M1 Mandatory Site Visit

Add the following:

The following applies only to Bidders that did not attend the site visit on March 8, 2017: Bidders, or their authorized representative(s) must attend a site visit scheduled on March 24th, 2017 at 09:00 A.M. (Eastern Standard Time), at the OHU Building #17 located at 51 Chardon Driveway, Tunney's Pasture Ottawa, Ontario K1A 0K9. At least (2) working days prior to the scheduled site visit, bidders are asked to notify in writing the Health Canada, Senior Procurement Officer (by email to: brian.spero@hc-sc.gc.ca to confirm their attendance and to provide the name of their representative(s).

The site visit for this project is MANDATORY unless you attended the site visit March 8th, 2017.

The representative of the bidder will be required to sign the Site Visit Attendance Sheet at the site visit.

Bids submitted by Bidders who have not signed the attendance sheet will not be accepted.

Bidders who attended the March 8th site visit are not required to attend the second site visit. Attending this site visit will be considered to meet the requirements of the Mandatory Site Visit M1 of the RFSO.

Question 2

Under Part 4, Evaluation Procedures and Basis of Selection

4.1.1.1 Mandatory Technical Criteria

Item M4, M5, M6

In regards to the number of resources required you are asking for under M4, 2 Crew Supervisors, M5, 6 Installers and M6, 30 Movers can some of the resources be submitted for more than one position?

Answer 2

No, the minimum number of resources required for M4, 2 Crew Supervisors, M5, 6 Installers and M6, 30 Movers remain the same. No resources can be submitted for more than one position.

Question 3

Under Annex "A" Statement of Work

2.3 Equipment/Tools

The following is an example of what is required. Additional tools may be needed depending upon the requirement:

- labels

Should the labels be costs that are borne by Health Canada?

Answer 3

Yes

Under Annex "A" Statement of Work

2.3 Equipment/Tools

Under: The following is an example of what is required. Additional tools may be needed depending upon the requirement:

Delete:

- labels

Under: The Contractor shall provide the following supplies on an as requested basis. These costs are to be borne by HC/PHAC

Insert

- labels

Question 4

Under Annex "A" Statement of Work

2.9 Time Lines

The Contractor will respond to call-ups within a 24 hour period.

This is not enough time to set up moves for the following day and is not realistic. Will you be giving more notice than this?

Answer 4

Yes. This clause is changed as follows and see below for urgent requirements:

Under Annex "A" Statement of Work

2.9 Time Lines

Delete:

The Contractor will respond to call-ups within a 24 hour period.

Replace By:

The Contractor will respond to call-ups within a 48 hour period.

Add the following:

The Contractor will respond to call-ups for urgent requirements under 5k (inclusive of HST) within a 24 hour period .

Question 5

Under Annex "B", 1.1 Pricing Schedule

1.1.1 Relocation Services, Mandatory Pricing Sheet, B Packing Materials, Item 2 Plastic Bins without lids.

We have never been requested to supply bins without lids. Can you explain when this would be requested and for what purpose they would be used for?

Answer 5

Bins without lids are not required.

Under Annex "B", 1.1 Pricing Schedule

1.1.1 Relocation Services, Mandatory Pricing Sheet, B Packing Materials, Item 2 Plastic Bins without lids.

Delete:

| | | | | |
|---|----|-----|------------|----|
| 2. Plastic Bins, (minimum size 27" L X 18" W X 12" D) without lids, (includes pick-up and delivery) | \$ | 500 | Daily/Each | \$ |
|---|----|-----|------------|----|

Question 6

Under Annex "B", 1.1 Pricing Schedule

1.1.1 Relocation Services, Mandatory Pricing Sheet, B Packing Materials, Item 1 Plastic Bins with lids.

Item 1 includes pickup and delivery for bins, this should be a separate line for bin plus pick-up and delivery: there is no way we can include this cost with the price of bins...unless you tell us how many bins you will rent in total for this contract and how many deliveries and pickups you will be requesting. Do you have these numbers?

Answer 6

The price requested is the daily rent per bin. Pick-up and delivery charges will be reflected under Driver and Truck rates in Appendix "B".

Under Annex "B", 1.1 Pricing Schedule

1.1.1 Relocation Services, Mandatory Pricing Sheet, Item 1

Delete:

| | | | | |
|--|----|-----|------------|----|
| 1. Plastic Bins, (minimum size 27" L X 18" W X 12" D) with lids, (includes pick-up and delivery) | \$ | 500 | Daily/Each | \$ |
|--|----|-----|------------|----|

Replace By:

| | | | | |
|--|----|-----|------------|----|
| 1. Plastic Bins, (minimum size 27" L X 18" W X 12" D) with lids. Daily rental per bin. | \$ | 500 | Daily/Each | \$ |
|--|----|-----|------------|----|

Question 7

Will the bid closing date be extended due to the additional site visit?

Answer 7

Yes, the bid closing date is hereby extended to Thursday April 13, 2017 at 2:00 P.M.

Under A7. Bid Delivery

Delete:

Bids must be delivered by no later than March 28, 2017 at 14:00 (2 P.M.) on Eastern Standard Time at the bid receiving address indicated in A1.

Replace by:

Bids must be delivered by no later than Thursday April 13, 2017 at 14:00 (2 P.M.) on Eastern Standard Time at the bid receiving address indicated in A1.

Please see the following revised Mandatory Pricing Sheet for bid submission delete the previous ANNEX "B" in its entirety and replace with the following:

ANNEX "B"

BASIS OF PAYMENT

1.1 Pricing Schedule

1.1.1 Relocation Services

The Bidder must provide firm, all inclusive pricing as indicated below.

MANDATORY PRICING SHEET

Bidders must not submit expenses which fall under the normal cost of doing business.

| Services Description | Firm Fixed Hourly Rates/Cost Per Each (A) | *Estimated Quantity (B) | Unit of Issue | Total (C) |
|---|--|------------------------------------|----------------------|----------------------|
| A- Labour Category | | | | |
| 1. Crew Supervisor * | \$ | 50 | Hours | \$ |
| 2. General Mover* | \$ | 400 | Hours | \$ |
| 3. Workstation/ Shelving Installer* | \$ | 300 | Hours | \$ |
| 4. Driver and Truck Vehicle Weight Registered (GVWR) 3,000 kg* | \$ | 500 | Hours | \$ |

| | | | | |
|--|----|-----|-------|----|
| 5. Driver and Truck (cube van with a minimum Gross Weight Registered (GCWR) 6,800 kg, (5 ton) closed in dry box type, * | \$ | 150 | Hours | \$ |
| 6. Driver and Tractor Trailer closed-in box type; (at least one (1) of the trucks is required to have hydraulic tail gate) * | \$ | 100 | Hours | \$ |

| B- Packing Materials and Supplies | | | | |
|--|----|-----|--------------|-----------|
| 1. Plastic Bins, (minimum size 27" L X 18" W X 12" D) with lids. Daily rental per bin. | \$ | 500 | Daily/Each | \$ |
| 2. 2.2 Cubic Foot cardboard boxes | \$ | 150 | Each | \$ |
| 3. Rolls of packing tape – (3 inch core X 1-7/8" wide packing, 3 mm roll) | \$ | 12 | Rolls | \$ |
| 4. Shrink Wrap (20 inches X 1000 Feet) | \$ | 2 | Rolls | \$ |
| 5. Bubble Wrap (24 inches X 1000 Feet, with 3/16" bubble) | \$ | 2 | Rolls | \$ |
| 6. Double Sided Tape (3 inch core) | \$ | 2 | Rolls | \$ |
| 7. Labels (500 per roll) | \$ | 3 | Rolls | \$ |
| 8. Plastic Cable Ties (11" L X .28"W) 50 lb. tensile strength | \$ | 1 | Pkg. of 1000 | \$ |
| | | | Total | \$ |

| | | | | |
|--|--|--|---------------------------------------|--|
| | | | HST | |
| | | | GRAND TOTAL LUMP SUM PRICE | |

The Bidder is to Complete Rate, Totals, Grand Total & HST

“TOTAL” Column is calculated by (A) x (B)= (C)

The Mandatory Pricing Sheet must completed by the Bidder or the Bid will be rejected.

*INCLUDING ALL HANDLING EQUIPMENT, TOOLS, EQUIPMENT (DOLLY, CARTS, SCREWDRIVERS , NOT LIMITED TO)

**Note the estimated quantity in the Mandatory Pricing Sheet is used for evaluation purposes only.

All other Terms and Conditions shall remain the same