

ADDENDUM NO. 3

Questions and Answers

April 10, 2017

To: All Bidders

Subject: The provision of sample collection services. RFP G0607

Bidders are hereby notified of the following questions raised to date.

Question 1.

- a) The certifications to submit under Part 5 of the RFSO, the only one we MUST submit with our offer is the 'Declaration form for Procurement' – for Convicted Offences?
- b) If yes to the above, the procurement business number is our company business number? Does this number go by a different name?
- c) The rest of the mentioned certifications in Part 5 of the RFSO can be submitted upon request?

Answer 1.

- a) Correct. Only the Declaration of Convicted Offences must be submitted with the bid.
- b) Correct. The Procurement Business Number is based on the Canada Revenue Agency business number that identifies business.
- c) Correct. If CFIA requires any additional information or certifications it will request it after bid closing.

Question 2.

- a) Could you provide an explanation of the word "Tier", and should procedures differ in sampling items from Tiers 1, 2 and 3?
- b) In Appendix IV it states that digital photos must be taken and forwarded to the Technical Authority before the sample is received by the lab. In Appendix VI it states that photos and Sample Submission forms must be submitted every 2 weeks? Which statement is correct?
- c) Are handling instructions for microbiological analyses of samples sufficient for chemical analyses as well? The bid requires sampling for both micro and chemical analysis, but there is no direction with regards to chemical analysis.

Answer 1.

- a) This is in reference to the classification of samples into "tiers" based on cost. Historical costing data was used to classify the samples as per the Basis of Payment. Handling procedures do not differ by tier but may differ by Micro and Chemical samples
- b) We require at least 2 digital photos of every sample to be taken before the sample is sent for analysis. The photo's and sample submission forms must be submitted every 2 weeks if not otherwise specifically requested. In certain cases, these photo's may be requested and must be sent to the technical authority.
- c) We are currently working on the Chemical sampling guidelines and they will be available as soon as they are finalized. Any minor differences between the microbiological and chemical samples would not affect the costing for the purposes of bidding.

ALL OTHER TERMS & CONDITIONS OF THE SUBJECT RFS REMAIN UNCHANGED.

Aimée Legault

Procurement Officer

59 Camelot Drive, Ottawa ON, K1A 0Y9

Telephone: 613-773-7672

E-mail: aimee.legault@inspection.gc.ca