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Place du Portage, Phase III

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Québec

K1A 0S5

Bid Fax: (819) 997-9776

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Linguistic Services Division / Division des services
linguistiques

PSBID, PWGSC / DIASP,TPSGC

11 Laurier St. / 11, rue Laurier

10C1/Place du Portage, Phase III

Gatineau

Québec

K1A 0S5

Title - Sujet Translation Services		
Solicitation No. - N° de l'invitation 86100-170002/A		Date 2017-04-27
Client Reference No. - N° de référence du client 86100-170002		Amendment No. - N° modif. 002
File No. - N° de dossier 503zf.86100-170002	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-524-31328		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2017-03-31
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-05-10		Time Zone Fuseau horaire Eastern Standard Time EST
Address Enquiries to: - Adresser toutes questions à: Remillard, Michele		Buyer Id - Id de l'acheteur 503zf
Telephone No. - N° de téléphone (819) 420-4602 ()		FAX No. - N° de FAX () -
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

This Amendment 002 is issued for the following purpose:

- A) To provide answers to questions received to date**
- B) To amend the Request for Standing Offer**

QUESTIONS AND ANSWERS - SERIES II

Question 1

With regards to the 4 work streams, it is clear that each stream must be addressed separately, but is it acceptable to do so within the same bid document? Must answers to PRTC1 and PRTC2 be repeated each time considering that these procedures do not change based on the contents of the texts themselves? Please be precise as to how bids should be submitted.

Answer

To simplify the evaluation, submit one distinct proposal for each stream.

Question 2

Multiple SOAs will be awarded per stream. Will a rank be established or will each SOA holder have the right to receive equal volume of work? In other words, is there a pre-determined way to allocate work or will users be able to issue call-ups to the SOA holder of their choice?

Answer

See section 6.8, Call-up Procedures.

Question 3

Please confirm that linguistic resources (translators) must not be named in this RFP response.

Answer

It is not necessary to name resources.

Question 4

1. Stream B & D, MC1.2 & MC1.4

Would demonstrated experience related to the below subjects be deemed acceptable?

CRIMINOLOGY - Document relating to criminology, corrections, public safety, national security and intelligence

Answer

Yes, provided that it is not only administrative but legal, specific to these areas.

PARLIAMENTARY PROCEEDINGS - Documents relating to parliamentary proceedings.

Answer

No

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IMMIGRATION - Documents relating to immigration, refugee status, Canadian citizenship, customs, the procedures involved in obtaining passports or visas.

Answer

Yes, provided that it is not only administrative but legal, specific to these areas.

Question 5

Steam C - MC1.3

Would experience in the below subject matters be acceptable:

General Administrative texts (i.e general administrative documents relating to various Government of Canadian business lines)

Answer

Yes

Employment (i.e Documents relating to human resources management, employment and social security)

Answer

Yes.

Finance - documents relating to financial budgetary management, government accounting and auditing, taxation, economics, finance, applied statistics and economics

Answer

Yes.

Question 6

Section 4.1.1.2 Point Rated Technical Criteria – Used for all work streams states that – Offerors must submit a separate offer for each stream for which they wish to be evaluated. Each offer must be clearly identified and must specify to which stream it applies. An offer that does not specify its applicable work stream will be evaluated to be non-compliant.

Can the various streams for which we wish to be evaluated on be identified in one bid submission or do we have to prepare different total bids for each stream?

Answer

To simplify the evaluation, submit one distinct proposal for each stream. .

Question 7

Under section - 5.1 Certifications required with the Offer - it says that Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Ineligibility and Suspension Policy (<http://www.tpsgc-pwgsc.gc.ca/ciif/politique-policy-eng.html>), the Offeror must provide with its offer the required documentation, as applicable), to be given further consideration in the procurement process.

Can you please clarify what is meant by the required documentation - identify a specific document, a form, etc., and where exactly is this required documentation located as it is unclear upon visiting the website?

Answer

See Section 17, Information to be provided when bidding, contracting or entering into a real property agreement

- **List of names:** All suppliers, regardless of their status under the policy, must submit the following information when participating in a procurement processor real property transaction:
 - suppliers that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
 - suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
 - suppliers that are a partnership do not need to provide a list of names.

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the contracting authority will inform the supplier of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement.

- During the evaluation of bids or offers, a supplier must, within 10 working days, inform the contracting authority in writing of any changes affecting the list of names submitted further to section 17(a).
- During performance of a contract or real property agreement, a supplier has a continuing obligation to inform the Registrar of Ineligibility and Suspension in writing, within 10 working days, of:
 - any charge, conviction or other circumstance relevant to the policy with respect to itself, its affiliates and its first-tier subcontractors; and
 - any change affecting the list of names submitted further to section 17(a).
- Canada may verify information provided by a supplier at any time during the period of a contract or real property agreement or the period during which any other instrument (e.g., standing offer, supply arrangement) is valid. Canada may request additional information, including validations from a third party, consent forms and other evidentiary elements, proving such matters as identity and eligibility to contract or enter into a real

property agreement with Canada. The supplier must provide the requested information within the time specified. Failure to do so may render the supplier ineligible to contract or enter into a real property agreement with Canada.

- **Provision of additional information:** The supplier must provide any further information relevant to the policy, including certifications and third-party validations, by the time so requested by PWGSC or the contracting authority.

Question 8

Section 5.2.2 (Federal Contractors Program for Employment Equity - Standing Offer Certification) and section 5.2.3.3 (Federal Contractors Program – Certification) seem to be asking for the same information.

Under section 5.2.3.3 Federal Contractors Program – Certification, it says that the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors

Program for Employment Equity - Certification, before the issuance of a Standing Offer.

There is no link to take us to the certification form in question or the link that was meant to be included is not working. Can you please clarify the location of this certificate?

Answer

See Amendment no. 3 below.

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity

Question 9

Our company has the status of sole proprietor and we operate with associates under contracts with us. Please clarify how these certifications issues apply to us and our associates as there is only mention of corporate entities or joint ventures, or partnerships.

Answer

See answer to question 7 (no. 2)

Question 10

At CTC3, in order to have the maximum points, does the offeror have to demonstrate an experience of at least six additional years to the three years demonstrated to the mandatory technical criteria for a cumulative total of at least nine years?

Answer

At the CTC3 criterion, in order to obtain the maximum points, the tenderer must demonstrate that he has more than six years of experience, in addition to the three years demonstrated under the mandatory technical criteria (More than nine years).

Question 11

In section 6.2.1 General Conditions, the SACC [2035 24 (2008-05-12) Liability] mentions “The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement.”

We would therefore like to request that the following limitation of liability be incorporated:

“In no event shall the contractor’s liability exceed the total amount paid by Canada in the Statement of Work for the individual call-up giving rise to the damages.”

Answer

No. The General Conditions must remain unchanged.

Question 12

There is an error in the excel spreadsheet. Can you provide a corrected version?

Answer

The spreadsheet has been corrected. Offerors must contact the contracting authority directly to obtain the revised version.

B) Amend the Request for Standing Offer

1. At Amendment 001, Question 1

Delete :

See Page 4 of the RFSO, Section 1.2.3, The Canadian Content Policy applies and competition is solely limited to offers offering Canadian goods and/or services, as per SACC Manual clause M3053T (2014-11-27).

See, section : 5.2.3.1 Canadian Content Certification

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the request for standing offer, offerors acknowledge that only offers with a certification that the service offered is a Canadian service, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the offer will result in the service offered being treated as a non-Canadian service.

The Offeror certifies that:

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() the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

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2. At Annex B, Basis of Payment,

B2, All-Inclusive Rates,

Delete:

MS Excel Spreadsheet titled bdp_86100-170002.xlsx

3. At Part 5, Certifications and Additional Information,

Delete: Section 5.2.2. Federal Contractors Program for Employment Equity - Standing Offer Certification

All other terms and conditions remain unchanged