



**Procurement and Contracting Services**  
 30 Victoria Street  
 Gatineau, Quebec K1A 0M6

## REQUEST FOR PROPOSAL AMENDMENT

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

<b>RFP Amendment No.</b>	<b>RFP Amendment Date:</b>
1	June 14, 2017
<b>Office of the Chief Electoral Officer File No.</b>	
ECBR-RFP-16-0480/A	
<b>Title:</b>	
Microsoft Software Training	
<b>Request for Proposal Closing Date:</b>	
July 5, 2017 @ 14:00 (Gatineau Time)	
<b>ENQUIRIES – address enquiries to the Contracting Authority:</b>	
<b>Office of the Chief Electoral Officer of Canada</b> Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6  <a href="mailto:proposition-proposal@elections.ca">proposition-proposal@elections.ca</a>	
<b>Attention:</b>	<b>Tel No.</b>
Barbara Robertson	819-939-1493

## **Part 1. Interpretation**

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal for Microsoft Software Training bearing number ECBR-RFP-16-0480/A and dated June 9, 2017 (the “RFP”). This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

## **Part 2. Questions and Answers**

The following question(s) have been asked in response to the Request for Proposal and Elections Canada hereby answers as follows:

### **Question No. 1**

**Question:** We strongly believe that the M4 requirement is unreasonably restrictive and will prevent all but a few companies from bidding. The most experienced companies in Microsoft Software Training do not have a training facility within 4 kilometres of ECHQ. Hardly any company in this line of business does, and as such, we believe that this requirement places extreme limitations on competition. Would the Crown please consider either removing this kilometre restriction or broadening the radius to 12 km?

**Answer:** We have established a requirement for training to take place within 4 km of ECHQ in order to provide easy access for our employees, limit travel and parking costs as many of our employees have purchased monthly parking at 30 Victoria Street, and to facilitate rapid travel between the training facility and ECHQ if employees are required to return to the office unexpectedly or to be present in the office before or after their training.