



RETURN BIDS TO : - RETOURNER LES SOUMISSION À:

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)

Blank lines for bidder information

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder - Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)

Telephone No. - No de téléphone

Fax No. - No de télécopieur

E-mail address - Adresse de courriel

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Table with 2 columns: Solicitation No. - No de l'invitation, Date, Amendment No. - N° modif., Solicitation closes - L'invitation prend fin, Time zone - Fuseau horaire, Contracting Authority - Autorité contractante, Telephone No. - No de téléphone, Fax No. - No de télécopieur, Destination - Destination



SOLICITATION AMENDMENT # 001

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP; and
 2. Amend the RFP.
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1. QUESTIONS AND ANSWERS

Q1. Packaging – bands (could we use elastic bands)

A1. Please refer to clause 7.13 Packaging and Shipping of the RFP. It is up to contractors to select the most appropriate packaging method as long as the packaging adheres to the “Industry standard” for packaging and shipping,

Q2. Delivery destinations, how many deliveries per item, quantity per delivery

A2. As this is an “As and when requested” contract, whereby each order will be placed for different quantities and locations, it is impossible to accurately forecast the future use across CRA locations. The historical data included in Appendix 4: Historical Data provides last fiscal years quantity ordered for each item, the “*Total Quantity Ordered*” represents the number of packages ordered of each envelope.

Q3. Quantities – how can we accurately quote without exact figures?

A3. This is a “one price per item in a catalogue” requirement that will be used to place orders by CRA users across Canada, regardless of the quantities or locations. Any assumptions or conditions made by bidders in their bids that are not supported by this RFP will deem their bids non-compliant.

Q4. Standard delivery time; 5 business days from the moment the supplier receives the order. If the delivery is for example in Vancouver, the delivery itself is 5 working days without taking into consideration the fabrication and printing of the envelope. Please explain the 5 business days for delivery.

A4. As the 5 business days for this type of requirement has been the standard on previous contracts, and there was no issues with the delivery time frame previously, CRA believes it should be sufficient time to produce and ship the orders.

Q5. I don't seem to see the following information on the tender;

- 1) places of delivery
- 2) quantity per delivery per item

A5. 1) Deliveries will be made to the requesting CRA offices throughout Canada. See below Appendix 5: CRA Locations.
2) Please refer to Q3. above.



2. AMENDMENTS TO THE RFP

M1. Insert into RFP:

Appendix 5: CRA Locations

Pacific Region

Province	City	Address	Postal Code
BC	Kelowna	471 Queensway St.	V1Y 6S5
BC	Penticton	277 Winnipeg St.	V2A 1N6
BC	Prince George	280 Victoria Street	V2L 4X3
BC	Surrey	13450-102nd Ave.	V3T 5X3
BC	Surrey	9755 King George Blvd.	V3T 5E6
BC	Vancouver	1188 Georgia St. W.	V6E 4A2
BC	Vancouver	300 Georgia St. W.	V6B 4P4
BC	Vancouver	757 Hastings St. W.	V6C 1A1
BC	Vancouver	401 Burrard St.	V6C 3R2
BC	Vancouver	468 Terminal Ave.	V6A 2M5
BC	Victoria	1415 Vancouver St.	V8V 3W4

Prairie Region

Province	City	Address	Postal Code
AB	Calgary	725 -220 4th Ave SE	T2G 4X3
AB	Edmonton	9700 Jasper Ave. NW	T5J 4E2
AB	Lethbridge	704-4th Ave. & 7th St. S.	T1J 0N8
SK	Regina	1783 Hamilton St.	S4P 2B6
SK	Saskatoon	340-3rd Ave. North	S7K 0A8
MB	Winnipeg	325 Broadway Ave.	R3C 4T4
MB	Winnipeg	360 Main Street	R3C 3Z3
MB	Winnipeg	66 Stapon Road	R3C 3M2
MB	Winnipeg	201 Weston Street	R3C 3H4

Ontario Region

Province	City	Address	Postal Code
ON	Barrie	81 Mulcaster Street	L4M 6J5
ON	Belleville	11 Station Street	K8N 2S2
ON	Hamilton	55 Bay St. N.	L8R 3P7
ON	Hamilton	120 King St.	L8P 4V2
ON	Kingston	31 Hyperion Court 1475 John Counter Blvd Kingston, Ontario,	K7L 5P3 K7M 8N5
ON	Kitchener	166 Frederick St.	N2H 2M4
ON	Kitchener	50 Queen Street	N2H 6P4
ON	London	451 Talbot Street	N6A 5C9
ON	Mississauga	5800 Hurontario St.	L5R 4B4
ON	Oshawa	55 Athol St.	L1H 1J8
ON	Peterborough	1161 Crawford Dr.	K9J 6X6
ON	St. Catharines	32-46 Church St.	L2R 3B0
ON	Toronto	655 Bay Street	M5G 2K4



ON	Toronto	1 Front St. W.	M5J 2X6
ON	Toronto	200 Town Centre Crt (Scarborough)	M1P 4Y3
ON	Toronto	5001 Yonge Street (North York)	M2N 6R9
ON	Windsor	185 Ouellette Ave.	N9A 4H7
ON	Thunder Bay	130 S. Syndicate Ave.	P7E 1C7
ON	Greater Sudbury	1050 Notre Dame Ave	P3A 4Z2

Quebec Region

Province	City	Address	Postal Code
QC	Brossard	3250 Lapiniere Blvd.	J4Z 3T8
QC	Chicoutimi	100 rue Lafontaine	G7H 6X2
QC	Jonquiere	2251 René-Lévesque	G7S 5J1
QC	Laval	3400 Jean-Beraud	H7T 2Z2
QC	Montreal	305 René Lévesque Ouest.	H2Z 1A6
QC	Quebec	2575 Sainte-Anne Blvd	G1J 0G7
QC	Rouyn-Noranda	44 du Lac Ave	J9X 4N3
QC	Shawinigan-Sud	4695 12e avenue	G9P 5H9
QC	Trois-Riveres	2250 Saint-Olivier	G9A 4E9
*QC	Sherbrooke	50 Place de la Cité	J1H 4G9

Atlantic Region

Province	City	Address	Postal Code
NB	Bathurst	201 St-George St	E2A 1B8
NS	Halifax	145 Hobsons Lake Drive	B3S 0J1
NS	Dartmouth	40 Alderney dr. 4 th floor	B2Y 2N5
NB	Moncton	770 Main St.	E1C 1E3
NB	Saint John	126 Prince William St	E2L 2B6
NFLD	St. John's	290 Empire Ave.	A1C 6L9
NS	Sydney	47 Dorchester St.	B1P 5Z2
PEI	Charlottetown	161 St. Peters Rd	C1A 7K7
PEI	Summerside	275 Pope Road	C1N 5C5

HQ

Province	City	Address	Postal Code
ON	Nepean, ON	20 Fitzgerald Rd	K2H 8R6
ON	Nepean, ON	21 Fitzgerald Rd.	K2H 9J4
ON	Nepean, ON	25 Fitzgerald Rd.	K2H 1C3
ON	Nepean, ON	35 Fitzgerald Rd.	K2H 1E6
ON	Ottawa, ON	250 Albert St.	K1P 6M1
ON	Ottawa, ON	750 Heron Road	K1V 1A7
ON	Ottawa, ON	875 Heron Road	K1A 1B1
ON	Ottawa, ON	112 Kent Street,	K1P 5P2
ON	Ottawa, ON	427 Laurier Ave. W.	K1R 7Y2
ON	Ottawa, ON	555 Mackenzie Ave.	K1A 0L5



ON	Ottawa, ON	320 Queen Street,	K1R 5A3
ON	Ottawa, ON	2277 Riverside Dr.	K1H 7X6
ON	Ottawa, ON	1730 St. Laurent Blvd.	K1G 5L1
ON	Ottawa, ON	2270 St. Laurent Blvd.	K1G 4K1
ON	Ottawa, ON	2465 St. Laurent Blvd.	K1G 6G8
ON	Ottawa, ON	344 Slater Street	K1R 7Y3
ON	Ottawa, ON	395 Terminal Ave.	K1A 0S5
ON	Ottawa, ON	2215 Gladwin Cres.	K1B 4X9
ON	Ottawa, ON	150 Slater Street	K1P 5H6
ON	Ottawa, ON	180 Kent Street	K1P 0B6
ON	Ottawa, ON	333 Laurier Ave. W.	K1P 1C1
ON	Ottawa, ON	2204 Walkley Road	K1A 1L8

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED