



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC  
11 Laurier St. / 11, rue Laurier  
Place du Portage, Phase III  
Core 0B2 / Noyau 0B2  
Gatineau, Québec K1A 0S5  
Bid Fax: (819) 997-9776

**LETTER OF INTEREST  
LETTRE D'INTÉRÊT**

<b>Title - Sujet</b> Electrical & Electronic Products	
<b>Solicitation No. - N° de l'invitation</b> E60HN-16ELEC/A	<b>Date</b> 2017-08-17
<b>Client Reference No. - N° de référence du client</b> E60HN-16ELEC	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$\$HN-329-73280
<b>File No. - N° de dossier</b> hn329.E60HN-16ELEC	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-09-21</b>	
<b>Time Zone</b> Fuseau horaire Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Dumaresq, Steve	<b>Buyer Id - Id de l'acheteur</b> hn329
<b>Telephone No. - N° de téléphone</b> (819) 420-0341 ( )	<b>FAX No. - N° de FAX</b> (819) 953-4944
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Comments - Commentaires

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address  
Raison sociale et adresse du  
fournisseur/de l'entrepreneur

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> Raison sociale et adresse du fournisseur/de l'entrepreneur	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur ( taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

Issuing Office - Bureau de distribution  
Electrical & Electronics Products Division  
11 Laurier St./11, rue Laurier  
7B3, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

## PART 1 - INTRODUCTION

A Request for Information (RFI) is used when detailed information and feedback are required from suppliers. Such requests might outline a potential requirement and request suppliers to describe their ability to satisfy the requirement and to provide ideas and suggestions on how the eventual solicitation might be structured. Responses are used to assist the client department in finalizing their plans for the requirement and in developing achievable objectives and deliverables.

The main objectives of the RFI allow suppliers to:

1. Assess and comment on the adequacy and clarity of the requirements as currently expressed;
2. Offer suggestions regarding potential alternative solutions that would meet requirements, such as solution with a lower environmental impact.
3. Provide information to assist the client department to determine whether to proceed with requirements/strategy as planned, and if so, further developing internal planning, approval and solicitation documents that may potentially lead to a solicitation;
4. Refine the procurement strategy, project structure, cost estimate, timelines, requirements definition, and other aspects of the requirement;
5. Become a more "informed buyer" with an enhanced understanding of industry goods and service offerings in the areas of interest; and
6. Assess potential alternative solution concepts that would meet its requirement, such as environmentally preferable solutions.

This is not a solicitation for offers. No supply arrangements will result from this activity.

This RFI will not necessarily result in any procurement action. This RFI is for informational purposes only and does not constitute a commitment by Canada. Responses to this RFI will not constitute a commitment from the industry provider. Canada will not reimburse any expenses incurred for the preparation of responses to this RFI.

Participation in this RFI is encouraged, but is not mandatory. There will be no short-listing of potential suppliers for the purposes of undertaking any future work as a result of this RFI. Similarly, participation in this RFI is not a condition or prerequisite for the participation in any potential subsequent solicitation.

Any response submitted will become the sole property of Canada and will not be returned to the supplier. The response will be used to assist Canada in further analyzing the presented requirement and, as such, may be used in the development of a future solicitation process.

## CONFIDENTIALITY

All information obtained with this RFI is treated as confidential and protected under the Privacy Act and Access to Information Act.

## **PART 2 - SUPPLIER INSTRUCTIONS**

1. Responses are to be submitted only to the PSPC Bid Receiving Unit:

RFI no. E60HN-16ELEC/A  
Bid Receiving Unit - PSPC  
11 Laurier Street  
Place du Portage, Phase III  
Core 0B2  
Gatineau, Québec K1A 0S5  
Tel.: (819) 420-7201  
Fax: (819) 997-9776

2. Inquiries

Please address all inquiries about this RFI to the Contracting Authority:

Steve Dumaresq  
Public Works and Government Services Canada  
Place du Portage, Phase III  
11 Laurier Street, Gatineau, Quebec Canada K1A 0S5  
Telephone: (819) 420-0341  
Email: [steve.dumaresq@tpsgc-pwgsc.gc.ca](mailto:steve.dumaresq@tpsgc-pwgsc.gc.ca)

### PART 3 - REQUIREMENT

Public Services and Procurement Canada (PSPC) is requesting industry feedback regarding a proposed National Request for Supply Arrangements for Electrical and Electronic products.

Questions to the industry:

1. Please comment and offer opinions on the format and content of the attached draft RFSA solicitation document and its related annexes.
2. Please provide suggestions on how the proposed solicitation can be improved to better help the supplier and the client department use the resulting supply arrangements.
3. Do you believe it is feasible to have this procurement tool as a Standing Offer (SO) instead of a Supply Arrangement (SA)?  
If no, please explain the advantages that you see in keeping this as Supply Arrangement.  
If yes, what category, pricing and ranking format would you suggest is best to obtain offers from the industry?
4. Annex A1 for electrical products:  
  
Do the presented categories adequately and sufficiently cover the range of products typically requested from client departments?  
Are there any recommended changes, additions, deletions to these categories?
5. Annex A2 for electronic products:  
  
Do the presented categories adequately and sufficiently cover the range of products typically requested from client departments?  
Are there any recommended changes, additions, deletions to these categories?
6. Annex A2 for electronic products:  
  
For each presented category, the supplier is requested to provide a few example types of products which are typically ordered by client departments. For instance, at the category "multimeters", are there various types of multimeters?  
  
These examples cannot be specific product brands and models, but rather the various types and kinds of products one would expect to obtain from the category. These added examples will help the clients better search the category listings.
7. Do you agree with the dollar thresholds for competitive solicitations against the supply arrangements?
  - One or more suppliers for requirements under \$ 5,000;
  - 3 or more suppliers for requirements from \$ 5,000 to \$ 25,000;
  - All suppliers for requirements greater than \$ 25,000.
8. Considering the government's interest in Green Procurement practices:  
  
What environmentally friendly attributes apply to electrical and/or electronic specific products that we can identify mandatory environmental criteria be met?  
  
Are there specific green accreditation for some product/categories we could request (e.g. WEEE, Energy Star)?

9. Do you see any issues with making this tool available to the provinces, territories and municipalities?
10. Are you of the opinion that having this procurement tool in place provides value to industry and/or the clients?
11. What are the advantages and disadvantages of potentially having electrical and electronic products available through the same procurement tool and being able to qualify for both or either stream?