



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

SOLICITATION AMENDMENT

MODIFICATION DE L'INVITATION

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

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

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT / CE DOCUMENT CONTIENT DES EXIGENCES RELATIVES À LA SÉCURITÉ

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Communication Procurement Directorate/Direction de l'approvisionnement en communication

360 Albert St. / 360, rue Albert

12th Floor / 12ième étage

Ottawa

Ontario

K1A 0S5

Title - Sujet Strategic Communications Services	
Solicitation No. - N° de l'invitation EN579-180761/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client EN579-18-0761	Date 2017-09-01
GETS Reference No. - N° de référence de SEAG PW-\$\$CX-025-73227	
File No. - N° de dossier cx025.EN579-180761	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-08	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lamoureux, Jenny	Buyer Id - Id de l'acheteur cx025
Telephone No. - N° de téléphone (613) 993-4355 ()	FAX No. - N° de FAX (613) 949-1281
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

AMENDMENT 002

The purpose of this amendment (002) is to apply changes to the Request for Proposal.

1) On page 12 under 4.1.1.2 Point Rated Technical Criteria:

Remove:

Point Rated Technical Criteria	Bidder's Instructions	Points Allocation	Technical Score
R.5 Project Summaries in Traditional Communications and Engagement Maximum Points: 10 points Minimum required points: 6 points			
<p>The Bidder should demonstrate its experience in traditional communication and engagement.</p>	<p>To demonstrate its experience, the Bidder should provide two (2) project examples conducted by the Bidder within the last 5 years that included a minimum of one (2) of the following traditional communication and engagement fields:</p> <ul style="list-style-type: none"> - Events - Outreach activities - Inbound communications channels <p>For each project example, the Bidder should provide the following information:</p> <ol style="list-style-type: none"> a) the traditional communication and engagement fields included in the project; b) The start and end dates of the project; and c) A brief description of the project, including scope, deliverables, objectives to be achieved, issues, and the results/outcomes; and <p>Note: If the Bidder provides more than two (2) project examples, only the first two (2) project examples will be evaluated.</p>	<p>For every project example, the following points could be allocated:</p> <p>Project example includes at least 3 of the traditional communication and engagement projects = 1.5 points</p> <p>Project example includes more than 3 of traditional communication and engagement projects = 0.5 points</p> <p>Bidder provided all the required information = 1 point</p> <p>The project example occurred within the last five (5) years = 1 point</p> <p>The description of the project example includes details that provides evaluators with a clear understanding of the scope, deliverables, objectives to be achieved, issues, intent and the results/outcomes of the work = 1 point</p> <p>Maximum Points for R.5: 5 points per project example for a total of 10 points</p>	

Replace with:

Point Rated Technical Criteria	Bidder's Instructions	Points Allocation	Technical Score
R.5 Project Summaries in Traditional Communications and Engagement Maximum Points: 10 points Minimum required points: 6 points			
<p>The Bidder should demonstrate its experience in traditional communication and engagement.</p>	<p>To demonstrate its experience, the Bidder should provide two (2) project examples conducted by the Bidder within the last 5 years that included a minimum of one (2) of the following traditional communication and engagement fields:</p> <ul style="list-style-type: none"> - Events - Outreach activities - Inbound communications channels <p>For each project example, the Bidder should provide the following information:</p> <ul style="list-style-type: none"> d) the traditional communication and engagement fields included in the project; e) The start and end dates of the project; and f) A brief description of the project, including scope, deliverables, objectives to be achieved, issues, and the results/outcomes; and <p>Note: If the Bidder provides more than two (2) project examples, only the first two (2) project examples will be evaluated.</p>	<p>For every project example, the following points could be allocated:</p> <p>Project example includes at least 2 of the traditional communication and engagement fields = 1.5 points</p> <p>Project example includes more than 2 of traditional communication and engagement fields = 0.5 points</p> <p>Bidder provided all the required information = 1 point</p> <p>The project example occurred within the last five (5) years = 1 point</p> <p>The description of the project example includes details that provides evaluators with a clear understanding of the scope, deliverables, objectives to be achieved, issues, intent and the results/outcomes of the work = 1 point</p> <p>Maximum Points for R.5: 5 points per project example for a total of 10 points</p>	

2. On page 14, under 4.2 Basis of Selection, 4.2.1 Basis of Selection – Best Value:

Remove:

2. To determine the bidders' total score, the total points of the technical proposal will be divided by the maximum technical score then multiplied by 70 to arrive at the weighted technical score. The lowest submitted financial proposal will be divided by the bidder's total financial proposal, and then multiplied by 30 to arrive at the weighted financial score. The total score will be the sum of the weighted technical score and the weighted financial score.

Remove:

8. Bids not meeting (a) or (b) or (c) will be declared non responsive. The responsive bid with the highest number of points will be recommended for award of a contract, provided that the total evaluated price does not exceed the budget available for this requirement.

Replace with:

8. Bids not meeting (a) or (b) or (c) will be declared non responsive.

Add:

9. Where two (2) or more proposals achieve the identical highest number of points, the proposal with the lowest total price will be recommended for award of a contract.

3. On page 22, under 7.8 Invoicing Instructions:

Remove:

2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) electronic copy must be forwarded by email to RCNDACDistributiondecontrat.NCRCPDContractDistribution@tpsgc-pwgsc.gc.ca

Replace with:

2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) electronic copy must be forwarded by email to TPSSGC.padgamiace-appbpace.PWGSC@tpsgc-pwgsc.gc.ca

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL REMAIN UNCHANGED.