



**RETURN BIDS TO:**

**Shared Services Canada (SSC)**  
Procurement and Vendor Relationships  
180 Kent Street, 13th Floor  
Ottawa, Ontario  
K1P 0B6

**RETOURNER LES SOUMISSIONS À:**

**Services Partager Canada (SPC)**  
Acquisitions et relations avec les  
fournisseurs  
180 rue Kent, 13ieme étage  
Ottawa, Ontario  
K1P 0B6

**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**

**Issuing Office – Bureau de distribution**

Procurement and Vendor Relationships | Achats et relations avec les fournisseurs  
EO Division | Division EO  
180 Kent Street | 180 Rue Kent  
13th Floor  
Ottawa, Ontario  
K1P 0B6

<b>Title – Sujet</b> <b>Shared Capacity Satellite Services Stream 1 and 2 for SSC</b>	
<b>Solicitation No. – N° de l'invitation</b> R00007568/B, R00007569/B	<b>Amendment No. – N° de modif.</b> <b>004</b>
<b>Client Reference No. – N° référence du client</b>	<b>Date</b> Sept 28, 2017
<b>GETS Reference No. – N° de reference de SEAG</b>	
<b>File No. – N° de dossier</b> n/a	
Solicitation Closes – L'invitation prend fin <b>THE CLOSING is : LA DATE DE CLOTURE EST :</b> <b>at – à 11 :00 am on – le October 13, 2017</b>	<b>Time Zone Fuseau horaire</b>  Eastern Daylight Time (EDT)
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Inquiries to : - Adresser toutes questions à:</b> Kenny Leung	<b>Buyer Id – Id de l'acheteur</b> CCG
<b>Telephone No. – N° de téléphone :</b> 613 790-6964	<b>FAX No. – N° de FAX</b> Not applicable
<b>Delivery required - Livraison exigée</b> See Herein	<b>Delivered Offered – Livraison proposée</b>
<b>Destination – of Goods, Services, and Construction:</b> <b>Destination – des biens, services et construction :</b> Kenny Leung: (613) 790-6964 Shared Services Canada (SSC) 180 Kent Street, 13th Floor, Ottawa, Ontario, K1G 4A8	
<b>Vendor/firm Name and address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Facsimile No. – N° de télécopieur</b>	
<b>Telephone No. – N° de téléphone</b>	
<b>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)</b>	
<b>Signature</b>	<b>Date</b>



## SOLICITATION AMENDMENT # 004

The purpose of this amendment is to:

1) Response to Bidder's Question

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### **1. Response to bidder questions (Q&A)**

**QUESTION 4:** In Annex B, if a line item does not apply to a contractor, does the contractor insert a \$0.00, which could insinuate that it is included, or a N/A?

**ANSWER 4:** For pricing items to be entered in the spreadsheets Annex B/Appendix B, or for spreadsheets Annex B1/B2 Appendix C, the columns (with cells highlighted in white) must be filled in by the Bidder with the appropriate unit price or type "\$0.00" for items offered at no additional charges or included with other line item for the appropriate proposed contract periods for the service listed in Column B.

The bidder must offer a service and enter a bid price for all service cost items as identified with cells highlighted in white. The Bidder must submit a price for each pricing category. The Bidder cannot delete any pricing category or rows on this spreadsheet. Furthermore if a Bidder does not comply to these requirements their bid will be considered non-compliant.

**QUESTION 5:** In Annex B - Appendix C1, if a contractor does not sell these items, how would you prefer this to be documented? Currently, instructions for line number 34 allows up to a 99% discount. This still suggests that the contractor sells these items.

**ANSWER 5:** The percentage discounts related to accessories and related services, and not to the service cost items listed in the spreadsheet entitled Annex B – Appendix C.

**QUESTION 6:** In Annex B - Appendix C, the term 'Firm Unit Price' is used. Could you please provide a clear definition of what this term means and how it differs from 'Bid Price'?

**ANSWER 6:** Please use the wording “Bid Price” in column H of Annex B – Appendix C instead of the wording “Firm Unit Price”

**QUESTION 7:** Could you confirm if submission of Annex F is still required if there will be no Claim for Exchange Rate Adjustment?

**ANSWER 7:** “Yes, Annex F is required as part of mandatory documents, please excluded an items on the list if the bidder want to exclude from the claim for exchange rate adjustment in the future. If there are no items want to claim



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**for exchange rate adjustments, bidder should leave it as blank page and mention as part of the bid proposal package.**

**ALL OTHER INFORMATION RELATED TO THIS SOLICITATION,  
REMAINS UNCHANGED**