



**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"

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

**Maintenance & Professional Consulting Services  
Division (FK)**

**11 Laurier St./ 11, rue Laurier**

**3C2, Place du Portage, Phase III**

**Gatineau**

**Québec**

**K1A 0S5**

<b>Title - Sujet</b> Janitorial Services	
<b>Solicitation No. - N° de l'invitation</b> EJ196-180519/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> 20180519	<b>Date</b> 2017-10-31
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FK-292-73592	
<b>File No. - N° de dossier</b> fk292.EJ196-180519	<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 2017-11-28</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<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 Enquiries to: - Adresser toutes questions à:</b> Mirza, Bushra	<b>Buyer Id - Id de l'acheteur</b> fk292
<b>Telephone No. - N° de téléphone</b> (873) 469-3186 ( )	<b>FAX No. - N° de FAX</b> (819) 956-3600
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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**The purpose of Solicitation Amendment No. 1, is to:**

- 1) Revise Clause 1.1 Summary to insert three additional cleaning areas
  - 2) Revise Clause 3.1.3 Basis of Pricing, Section II, Financial Bid, to add new tables and revise the Total Assessed Proposal Price
  - 3) Revise Clause 7.1 Statement of Work
  - 4) Amend the first page of Appendix B, Statement of Work, with the attached
- 

**1) DELETE: Clause 1.2 Summary in its entirety**

**INSERT:**

**1.2 Summary**

- (i) To provide Janitorial Services including all labour, material and equipment for Public Works and Government Canada (PWGSC), located at 719 Heron Road (Guard Hut), 719 Heron Road, 719 Heron Road (Modular "E"), 790 Heron Road, 1495 Heron Road, 1500 Bronson Ave.(Guard Hut) and 1500 Bronson Ave (Modular "F"), Ottawa, Ontario, Canada. The services must be provided in accordance with Statement of Work attached at Appendix "B".

**2) DELETE: 3.1.3 Basis of Pricing in its entirety**

**INSERT:**

**SECTION II: FINANCIAL BID**

**3.1.3 Basis of Pricing**

The following requirement **MUST** be strictly adhered to: **failure to do so will render the bidder's proposal as non-responsive.**

Bidders must submit their financial bid in accordance with the Pricing Schedules detailed below. The total amount of applicable taxes must be shown separately.

It is **MANDATORY** that the Bidders submit firm prices/rates for the three (3) years for **all** items listed hereafter (Pricing Schedule 1 and Pricing Schedule 2). The total amount of applicable taxes must be shown separately, if applicable.

The cleanable area under this contract is to be phased in the first year from the time of Contract award and is anticipated to be completed by the end of September 2018. Estimated m2 have been provided for each modular building with anticipated timeline for its inclusion.

**PRICING SCHEDULE 1:**

Firm all inclusive rates for Routine, Schedule and Patrol Cleaning operations as detailed in the Statement of Work, Section 2, Operations and Frequencies.

**Definitions**

**Estimated** – to calculate approximately, of quantity, or size (the approximate cleanable area shown in m2)

**Anticipate** – regard something as probable or likely, to foresee

**Tentatively** – not fully worked out, uncertain

*Two (2) Modular buildings\* cleanable areas is to be expected to be phased in during the first nine (9) months of Year One (1) of the requirement. Total 3,684.68 m2.*

There will be no increase or decrease to the contract amount when an existing floor covering is converted to another type.

1.1) 719 Heron Road (Guard Hut)				Security level – Reliability	
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Jan. 2018 to Dec. 2018</i>	30 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year One (1)</b> <i>Jan. , 2019 to Dec. 2019</i>	30 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. , 2020 to Dec., 2020</i>	30 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>1.1 SUB-TOTAL:</b>					\$

1.2) 719 Heron Road				Security level – Reliability	
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Jan. 2018 to Dec. 2018</i>	160 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year One (1)</b> <i>Jan. , 2019 to Dec. 2019</i>	160 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. , 2020 to Dec., 2020</i>	160 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>1.2 SUB-TOTAL:</b>					\$

1.3) 719 Heron Road (Modular "E")*					Security level – Reliability
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Sept. 2018 to Dec. 2018</i>	1643.05 m2 x	\$ _____ =	\$ _____ x	4 =	\$
<b>Option year One (1)</b> <i>Jan. , 2019 to Dec. 2019</i>	1643.05 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. , 2020 to Dec., 2020</i>	1643.05 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>1.3 SUB-TOTAL:</b>					<b>\$</b>

1.4) 790 Heron Road					Security Level- Reliability
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Jan. 2018 to Dec. 2018</i>	190 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year One (1)</b> <i>Jan. 2019 to Dec. 2019</i>	190 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. 2020 to Dec. 2020</i>	190 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>1.4 SUB-TOTAL:</b>					<b>\$</b>

1.5) 1495 Heron Road					Security level - Reliability
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Jan. 2018 to Dec. 2018</i>	80 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year One (1)</b> <i>Jan. 2019 to Dec. 2019</i>	80 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. 2020 to Dec. 2020</i>	80 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>1.5 SUB-TOTAL:</b>					<b>\$</b>

1.6) 1500 Bronson Road (Guard Hut)					Security Level - Reliability
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Jan. 2018 to Dec. 2018</i>	90 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year One (1)</b> <i>Jan. 2019 to Dec. 2019</i>	90 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. 2020 to Dec. 2020</i>	90 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>1.6 SUB-TOTAL:</b>					<b>\$</b>

Contract No. - N° de contrat  
EJ196-180519/A  
Client Ref. No. - N° de réf. du client  
2018519

Amd. No. - N° de la modif.  
001  
File No. - N° du dossier  
fk292.EJ196-180519

Buyer ID - Id de l'acheteur  
fk292  
CCC No./N° CCC - FMS No./N° VME

1.7) 1500 Bronson Road (Modular "F")*					Security Level - Reliability
Period	Cleanable Area	Firm Monthly Rate per m2	Firm Monthly Rate	Number of Months	Firm Annual Rate
<b>Year One (1)</b> <i>Sept. 2018 to Dec. 2018</i>	2041.63 m2 x	\$ _____ =	\$ _____ x	4 =	\$
<b>Option year One (1)</b> <i>Jan. 2019 to Dec. 2019</i>	2041.63 m2 x	\$ _____ =	\$ _____ x	12 =	\$
<b>Option year Two (2)</b> <i>Jan. 2020 to Dec. 2020</i>	2041.63 m2 x	\$ _____ =	\$ _____ x	12 =	\$
1.7 SUB-TOTAL:					\$

**IN THE CASE OF ERROR IN THE EXTENSION OF PRICES, THE RATE PER M2 WILL GOVERN. CANADA MAY ENTER INTO CONTRACT WITHOUT NEGOTIATION.**

## **PRICING SCHEDULE 2:**

Firm all inclusive prices/rates including overhead, profit and all related costs for additional cleaning, Emergency Cleaning operations not described in Pricing Schedule 1 on an "AS AND WHEN REQUESTED" basis.

**2.1) LABOUR:** Our firm hourly rate per qualified personnel is:

i) Regular Hours 7:00 to 15:00, Monday to Friday	YEAR 1 RATE	OPTION YEAR 1 RATE	OPTION YEAR 2 RATE
	\$_____/HR	\$_____/HR	\$_____/HR
Estimated quantity of hours per year:	125	125	125
<b>Extended Price:</b>	\$	\$	\$
<b>2.1 (i) SUB-TOTAL: \$</b>			

ii) Outside Regular Hours Monday to Saturday	YEAR 1 RATE	OPTION YEAR 1 RATE	OPTION YEAR 2 RATE
	\$ /HR	\$ /HR	\$ /HR
Estimated quantity of hours per year:	45	45	45
<b>Extended Price:</b>	\$	\$	\$
<b>2.1 (ii) SUB-TOTAL: \$</b>			

iii) Sunday and Statutory Holidays	YEAR 1 RATE	OPTION YEAR 1 RATE	OPTION YEAR 2 RATE
	\$ /HR	\$ /HR	\$ /HR
Estimated quantity of hours per year:	30	30	30
<b>Extended Price:</b>	\$	\$	\$
<b>2.1 (iii) SUB-TOTAL: \$</b>			

During leap years, the Contractor must change its schedule to provide janitorial services on February 29 at no extra cost to Canada.

**IN THE CASE OF ERROR IN THE EXTENSION OF PRICES, THE HOURLY RATE WILL GOVERN. CANADA MAY ENTER INTO CONTRACT WITHOUT NEGOTIATION.**

**2.2) MATERIALS:** Materials will be charged at our laid-down cost plus a mark-up of:

	YEAR 1 RATE	OPTION YEAR 1 RATE	OPTION YEAR 2 RATE
Mark-up	%	%	%
Estimated Expenditure	\$250	\$250	\$250
Extended Price* :	\$	\$	\$
<b>2.2 SUB-TOTAL: \$</b>			

The Extended Price for materials is calculated by adding the mark-up quoted to the total estimated expenditure (Example: Year 1, \$500.00 estimated expenditure; 10% mark-up quoted = \$500.00 + (\$500.00 x 10%) = \$550.00)

**IN THE CASE OF ERROR IN THE EXTENSION OF PRICES, THE PERCENTAGE OF MARK-UP WILL GOVERN. CANADA MAY ENTER INTO CONTRACT WITHOUT NEGOTIATION.**

Parts will be supplied FOB Destination including all delivery charges. The following definitions have been used to arrive at the figures as noted:

- i) **MARK-UP** - The difference between the Contractor's laid-down cost for product and resale price to Canada. Mark-up includes applicable internal cost allocation by the Contractor such as material handling and general and administrative (G&A) expenses plus profit.
- ii) **LAID-DOWN COST** - The cost incurred by a vendor to acquire a specific product or service for resale to the government. This includes but is not limited to the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage.

**AUTHORIZATION FOR DELIVERY:** The consignee will request delivery of goods/services identified in Pricing Schedule 2.1 (i), 2.1 (ii), 2.1 (iii) and 2.2 on form GC 227

**Consumer Price Index - Option Year 3 and Option Year 4**

At the time option year 3 and option year 4 are each exercised the rates in the Basis of Payment will be increased or decreased by multiplying the rates by the percentage change in "The Consumer Price Index", major components, selected sub-groups and special aggregates, provinces, Whitehorse and Yellowknife, not seasonally adjusted ("CPI") for the appropriate province for the 12 month period ending two months before the expiration date of the current period of the contract ("period"). The CPI which will be used is published in Statistics Canada Catalogue no. 62-001-X, tables 9-1 to 9-12, for the appropriate province all-items CPI of the period as described above.

Consumer Price Index for Canada is published by Statistics Canada and is available at:

<http://www.statcan.gc.ca/daily-quotidien/170922/dq170922a-eng.htm?HPA=1&indid=3665-1&indgeo=0>



**Example:**

Pricing Schedule 1, Firm all inclusive rates

Option Year 2 firm pricing is \$2,500.00 per month. The CPI rate as of May 31, 2016 is 3.9%.  
 $\$2,500.00 \times 3.9\% = \$97.50$ . Therefore the firm monthly rate for Option Year 3 would be \$2,597.50.

Pricing Schedule 2, Labor Rate and Material

Option Year 2 rate for unscheduled work is \$10.00 per hour. The CPI rate as of May 31, 2016 is 3.9%.  $\$10.00 \times 3.9\% = \$0.39$ . Therefore the rate for the unscheduled work for Option Year 3 will be \$10.39 per hour.

**TOTAL ASSESSED PROPOSAL PRICE:**

Sum of Basis of Pricing 1.1 to 1.7 inclusively, Basis of Pricing 2.1(i), 2.1 (ii), 2.1 (iii) and 2.2:

\$\_\_\_\_\_

**3) DELETE: 7.1 Statement of Work in its entirety**

**INSERT:**

**7.1 Statement of Work**

- (i) To provide Janitorial Services including all labour, material and equipment for Public Works and Government Canada (PWGSC), located at 719 Heron Road (Guard Hut), 719 Heron Road, 719 Heron Road (Modular "E"), 790 Heron Road, 1495 Heron Road, 1500 Bronson Ave.(Guard Hut) and 1500 Bronson Ave (Modular "F"), Ottawa, Ontario, Canada. The services must be provided in accordance with Statement of Work attached at Appendix "B".

**4) DELETE: First page of Appendix B, the Statement of Work**

**INSERT: by the attached:**

All other terms and conditions will remain the same.

## **Public Works and Government Services Canada**

### **Janitorial Services for Crown Owned Buildings**

**Statement of Work number:  
EJ196-180519**

**Address:**

**719 Heron Road (Guard Hut)  
719 Heron Road  
719 Heron Road (Modular "E")  
790 Heron Road  
1495 Heron Road  
1500 Bronson Ave. (Guard Hut)  
1500 Bronson Ave. (Modular "F")**