

AMENDMENT 001 TO RFP (REQUEST FOR PROPOSAL)
Reference: T8080-170189

CLOSING DATE: December 11, 2017 @ 2:00 pm

PROJECT TITLE: Extraction and Transformation of Ballast Water backlog data

To All Bidders:

The purpose of this Amendment is to give effect to the following:

1. Bidders are advised of the following changes to the RFP document

A) DELETE : ATTACHMENT 2 TO PART 4 – FINANCIAL EVALUATION – PRICING SCHEDULE in its entirety and REPLACE with:

ATTACHMENT 2 TO PART 4 – FINANCIAL EVALUATION – PRICING SCHEDULE

Only bids which meet all the mandatory technical criteria and obtain the minimum number of points specified for the point rated technical criteria in Attachment 1 to Part 4 – Technical Evaluation Criteria will be rated on their financial proposal.

The Bidder must complete this pricing schedule and include it in its financial bid. The price specified below, includes any travel expenses that may need to be incurred to satisfy the terms of any contract that may result from its bid

PRICING SCHEDULE

		A	B	C	D
	Requirement	Estimated number of forms	Unit of Issue	Unit Price	Extended price
1	Professional services to set up profiles/templates and procedures for data extraction	N/A	One-time fee	N/A	\${Insert amount}
2	Initial meeting and weekly meeting for the contract period.	N/A	One-time fee	N/A	\${Insert amount}
	TEST RUN: data extraction and transformation including correction of exception reports				
3	PDF readable form (between 1 to 4 pages)	240	1	\${Insert amount}	D3 = A3 X B3 X C3 \${Insert amount}
4	PDF Scanned form (between 1 to 4 pages)	240	1	\${Insert amount}	D4 = A4 X B4 X C4 \${Insert amount}
5	MS Word form (between 1 to 4 pages)	20	1	\${Insert amount}	D5 = A5 X B5 X C5

					[\$[Insert amount]]
	MAIN RUN: data extraction and transformation including correction of exception reports				
6	PDF readable form (between 1 to 4 pages)	10,000	1	[\$[Insert amount]]	D6 = A6 X B6 X C6 [\$[Insert amount]]
7	PDF Scanned form (between 1 to 4 pages)	20,000	1	[\$[Insert amount]]	D7 = A7 X B7 X C7 [\$[Insert amount]]
8	MS Word form (between 1 to 4 pages)	60	1	[\$[Insert amount]]	D8 = A8 X B8 X C8 [\$[Insert amount]]
9	EVALUATED PRICE (the sum of prices excluding taxes)				D9= D1+D2+D3+D4+D5+D6+D7+D8 [\$[Insert amount]]
	Taxes				[\$[Insert amount, as applicable]]
	Total Cost				[\$[Insert amount]]

AND

B) DELETE : ANNEX B : BASIS OF PAYMENT, in its entirety and REPLACE with:

ANNEX B : BASIS OF PAYMENT

The Contractor will be paid in accordance with table below.

The price specified below, includes any travel expenses that may need to be incurred to satisfy the terms of any contract that may result from its bid.

		A	B	C	D
	Requirement	Estimated number of forms	Unit of Issue	Unit Price	Extended price
1	Professional services to set up profiles/templates and procedures for data extraction	N/A	One-time fee	N/A	[\$[Insert amount]]
2	Initial meeting and weekly meeting for the contract period.	N/A	One-time fee	N/A	[\$[Insert amount]]
	TEST RUN: data extraction and transformation including correction of exception reports				
3	PDF readable form (between 1 to 4 pages)	240	1	[\$[Insert amount]]	D3 = A3 X B3 X C3 [\$[Insert amount]]

4	PDF Scanned form (between 1 to 4 pages)	240	1	#[Insert amount]	D4 = A4 X B4 X C4 #[Insert amount]
5	MS Word form (between 1 to 4 pages)	20	1	#[Insert amount]	D5 = A5 X B5 X C5 #[Insert amount]
	MAIN RUN: data extraction and transformation including correction of exception reports				
6	PDF readable form (between 1 to 4 pages)	10,000	1	#[Insert amount]	D6 = A6 X B6 X C6 #[Insert amount]
7	PDF Scanned form (between 1 to 4 pages)	20,000	1	#[Insert amount]	D7 = A7 X B7 X C7 #[Insert amount]
8	MS Word form (between 1 to 4 pages)	60	1	#[Insert amount]	D8 = A8 X B8 X C8 #[Insert amount]
9	EVALUATED PRICE (the sum of prices excluding taxes)				D9= D1+D2+D3+D4+D 5+D6+D7+D8 #[Insert amount]
	Taxes				#[Insert amount, as applicable]
	Total Cost				#[Insert amount]

2. Question and Answer:

Question 1:

Our firm has the following question regarding the RFP for Extraction and Transformation of Ballast Water backlog data (T8080-170189).

1. Attachment 2 to Part 4 indicates that 'Extended Price' (D) = 'Estimated number of forms' (A) + 'Unit of Issue' (B) + 'Unit Price' (C) (i.e. $D=A+B+C$).

Please confirm that the formula should be $D=A \times B \times C$.

Answer 1:

Yes, the formula should be $D=A \times B \times C$

See revised Attachment 2 to Part 4 and Annex B above.

- End of Amendment 001 -