



**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**

**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

<b>Title - Sujet</b> Pay System Envelopes	
<b>Solicitation No. - N° de l'invitation</b> EN914-182402/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> EN914-18-2402	<b>Date</b> 2018-02-22
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CW-040-74408	
<b>File No. - N° de dossier</b> cw040.EN914-182402	<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 2018-02-28</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> Goyer-Desrosiers, Caroline	<b>Buyer Id - Id de l'acheteur</b> cw040
<b>Telephone No. - N° de téléphone</b> (873) - ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See herein / Voir ci-inclus	

**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>

This amendment is to:

**RESPOND TO QUESTIONS FROM BIDDERS:**

**Question 1:**

Can we deliver the whole order on May 04th instead of making 2 deliveries?

**Response 1:**

After the testing of the initial 2,000 envelopes has been completed and the Contractor has received the written approval to proceed from the Project Authority, the remaining envelopes may be delivered in one (1) shipment on or before May 4, 2018 or in multiple shipments as specified in the Annex "A" Statement of Work.

**Question 2:**

Subsequent productions; Will it be only one (1) delivery of 500 000 envelopes?

**Response 2:**

The frequency of subsequent production requests is not known and will be based on operational requirements. Subsequent productions will be ordered on an "if and when" required basis only. There is no guarantee that production will be required in each option period. As per A.4.2, subsequent production requirements will be made on an "if and when" required basis (minimum quantity of 500,000 Pay System Envelopes for each subsequent production) and will be authorized through a Contract Amendment.

**Question3:**

Annexe B: If item B.1.1 is for the initial order and items B.1.4 to B.1.7 are for the optional periods (from 1 to 4), what is the purpose of item B.1.3?

**Response 3:**

B.1.3: Bidders must provide an all-inclusive price per 1,000 envelopes for any possible additional production requirement during the initial period of the Contract. If the PSPC Project authority has a requirement for an additional production of envelopes during the initial period of the Contract, then the B.1.3 all-inclusive price per 1,000 envelopes would apply.

**Question 4:**

Annex "B"; Paper Adjustment clauses: Would it be possible to include an adjustment clause for the window material (AVP), since we have no control on the price increases?

**Response 4:**

The paper adjustment clause already includes a line for the window material (Avpexine) – please refer to B.2.A, point 2 "b" and to B.2.B point 3"b".

**Question 5:**

May we fax in our bid?

**Response 5:**

Yes. The fax number for the Bid Receiving Unit is on the upper left hand corner of page one of the RFP.

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