

**Return Quote by Email  
Soumissionnaires envoyé par courriel**

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**REQUEST FOR QUOTATION-  
DEMANDE DE PRIX**

You are requested to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefore.

Nous vous demandons de vendre à sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

**Issuing Office – Bureau de distribution**  
SSC | SPC  
Procurement and Vendor Relations | Achats et relations avec les fournisseurs  
180 Kent, 13th Floor  
Ottawa, Ontario  
K1P 5P5

<b>Title – Sujet</b> Imaging Hardware Rental for G7 Summit for Global Affairs Canada	
<b>Solicitation No. – N° de l'invitation</b> RFQ 2BP767238	<b>Date</b> 21 March 2018
<b>Requisition No. – N° de la demande</b> RAS 17-67238 AMD 001	
<b>Client Reference No. – N° référence du client</b> RAS 17-67238	
<b>Solicitation Closes – L'invitation prend fin</b> <b>at – à 2 :00 PM</b> <b>on – le April 3rd, 2018</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Time (EDT)/ heure normale de l'Est (HNE)
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Inquiries to : - Adresser toutes questions à:</b> Nicole Pontes	
<b>Telephone No. – N° de téléphone :</b> 613-462-2832	<b>FAX No. – N° de FAX</b> Not applicable
<b>Email Address for RFQ Submission - Adresse électronique réservée aux DDP</b> <a href="mailto:ssc.wtdprintingproducts-produitsimpressionatmt.spc@canada.ca">ssc.wtdprintingproducts-produitsimpressionatmt.spc@canada.ca</a> Bidders are requested to also email: <a href="mailto:Nicole.Pontes@canada.ca">Nicole.Pontes@canada.ca</a>	
<b>Destination – of Goods, Services, and Construction:</b> <b>Destination – des biens, services et construction :</b>  (Further Client coordinates to be inserted at contract award)  Global Affairs Canada Summit Management Office Ottawa, Ontario K1A 0G2	
<b>Invoices:</b> <b>Factures:</b> **Invoices to be submitted by email only**  (Further Client coordinates to be inserted at contract award)	
<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)-</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>

**Request for Quote Amendment 001**

**Request for Quote Amendment no. 001 is raised for the following reasons: Questions and answers and extension of solicitation closing date.**

**Question 1:**

Is GAC looking for a specific Lexmark MFP Model?

**Answer 1:**

No specific model is sought. The SoW states "The equipment must meet the following minimum technical mandatory requirements".

**Question 2:**

Does it have to be a Lexmark MFP that is already certified to go on the GAC network?

**Answer 2:**

No.

**Question 3:**

Does GAC want them to be desk top models or floor standing models?

**Answer 3:**

For the MFDs, desk top models preferably but both types can be used.

**Question 4:**

What paper capacity should they have? 500, 1000, 1500 or 2000 input capacity?

**Answer 4:**

Minimum technical requirement MFDs 500, photocopiers 1500.

**Question 5:**

"Ability for secure printing"...is that via the pin # release on the driver or do they want a pull printing software solution (identical to what they have in HQ and missions)?

**Answer 5:**

Through a PIN# with the driver.

**Question 6:**

Technology being provided must be Lexmark or can it be another vendor?

**Answer 6:**

The multi-function devices must be Lexmark as Lexmark is the only certified device for GAC users at this time. No brand is specified for the photocopiers.

**Question 7:**

Can we have further clarification about delivery dates and location? Delivers are shown on 1rst of May and installation after. Is this correct?

**Answer 7:**

Most of the equipment is to be delivered to the warehouse by the vendor on May 1st (except the photocopiers for the Print Centers). The SMO will deliver the equipment from the warehouse to the sites. The vendor will provide technicians on-site for the installation as per the schedule found in Annex C. The Print Centre equipment will be delivered and installed by the vendor.

**Question 8:**

The on call help desk function, is that coordinated at one location or do you really need the dedicated person for each location?

**Answer 8:**

GAC requires only one coordinator at one location for on-call support.

**Modification 001:**

Within Annex C – Sites & Scheduling.  
Delete:

SITE 4  
La Malbaie, Québec  
Site 4 to LMR - Approximately 150 kilometres away

Delivery and Installation	<b>April 13<sup>th</sup>, 2018</b>
Fully Operational	<b>April 16<sup>th</sup>, 2018</b>
On-Call Support (Coordinator and Technicians)	<b>April 13<sup>th</sup> to June 6<sup>th</sup> 8am to 4pm</b> <b>June 7<sup>th</sup>, 2018 – 24 hours</b> <b>June 8<sup>th</sup>, 2018 – 24 hours</b> <b>June 9<sup>th</sup>, 2018 – 00:00 to 10pm</b>
Dismantle and Pick up	<b>June 12<sup>th</sup>, 2018 - 8am</b>

Replace with:

SITE 4  
La Malbaie, Québec  
Site 4 to LMR - Approximately 150 kilometres away

Delivery and Installation	<b>May 1st, 2018</b>
Fully Operational	<b>May 1st, 2018</b>
On-Call Support (Coordinator and Technicians)	<b>May 1st to June 6<sup>th</sup> 8am to 4pm</b> <b>June 7<sup>th</sup>, 2018 – 24 hours</b> <b>June 8<sup>th</sup>, 2018 – 24 hours</b> <b>June 9<sup>th</sup>, 2018 – 00:00 to 10pm</b>
Dismantle and Pick up	<b>June 12<sup>th</sup>, 2018 - 8am</b>

**Modification 002:**

The closing date of the solicitation is now April 3<sup>rd</sup>, 2018 at 2:00PM EDT.

**All other Terms and Conditions remain unchanged.**