



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

Title - Sujet Audio Visual Production Services	
Solicitation No. - N° de l'invitation 5P004-170361/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client 5P004-17-0361	Date 2018-04-03
GETS Reference No. - N° de référence de SEAG PW-\$\$CX-024-74596	
File No. - N° de dossier cx024.5P004-170361	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-04-12	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lavigne (cx024), Pierre	Buyer Id - Id de l'acheteur cx024
Telephone No. - N° de téléphone (613) 990-3140 ()	FAX No. - N° de FAX (613) 949-1281
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
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)	
Signature	Date

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Buyer ID - Id de l'acheteur
cx024
CCC No./N° CCC - FMS No./N° VME

Solicitation Amendment 004

This amendment is raised to answer Bidders questions.

Question 14:

Could you give us a little bit more details on the type of request? Would it essentially be a small extension of crew/resources for your in-house team or would you be looking more for a creative collaboration with a video agency, shaping the direction of content?

Answer 14:

As stated in the Statement of Work in section 5. Scope, Parks Canada will provide clear direction, in the form of a script or shot list; however, in some cases, Parks Canada may provide a creative brief and will discuss the best approach with the company prior to issuing the Task Authorization.

In some cases, the company may be responsible for multiple aspects of a production, while in others they may be asked only to edit existing footage or shoot footage to be edited by Parks Canada's in-house team.

Question 15:

In terms of scheduling, do you have a rough idea of how much heads up would the contractor have before each Task Authorization gets issued/approved or before any confirmation of date/location?

Answer 15:

As stated in the Statement of Work in section 9. Constraints, the dates and locations of shoots may only be confirmed a few days in advance. There will also be urgent requirements for post-production work. Parks Canada will provide enough time to plan travel or complete the work and will use best efforts to alert the company of anticipated requirements, but in many cases, work will need to begin with little or no notice.

Question 16:

There are Three Financials Breakdown Schedules but they are identical. They refer to Initial Contract Period, Option Period 1 and Option Period 2.

What does this refer to, a yearly adjustment over the course of the three years of the RFP?

Answer 16:

Yes, these are your proposed rates during the initial Contract Period, the Option Period 1 and Option Period 2 should Options be exercised. See also answer 8 in Solicitation amendment 002.

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Question 17:

Is it the assumption that the rate quoted on the Financial Schedules will be applied to fewer or more days than the schedule states? ie Senior Camera Operator is listed at 15 days. What if the client only needs camera work for 2 or 3 days? Would the stated day rate apply for fewer than 15days?

Answer 17:

These are your proposed rates. See also answer 8 in Solicitation amendment 002.

Question 18:

The Production Samples refers to one production in French and one in English. Is this firm? Does a bilingual or subtitled sample suffice or will this result in non-compliance?

Answer 18:

Yes

At least one sample must be in French and at least one sample must be in English.

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