



AMENDMENT 1 (Basis of Payment)

PART 7 - RESULTING CONTRACT CLAUSES

7.9.1.3 Pre-Authorized Travel and Living Expenses

Delete the contents in its entirety and replace with:

For the requirements to travel described in section ____ of the Statement of Work in Annex A, the Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, **from ____ (travel hub inserted at contract award)**, without any allowance for profit and administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the National Joint Council Travel Directive; and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Customs duty are included and Applicable Taxes are extra. All travel must have the prior authorization of the Project Authority.

Canada will not accept travel and living expenses that may need to be incurred by the Contractor for any relocation of resources required to satisfy its contractual obligations.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

ANNEX B - BASIS OF PAYMENT

Delete the contents in its entirety and replace with:

1.0 Professional Fees

The all-inclusive firm per diem rate for the completion of this project is in Canadian funds and does not include applicable taxes

Firm Per Diem Rate(s) (also known as daily rate)

The Firm Per Diem Rate(s) is based on 7.5 hours (seven hours and 30 minutes) exclusive of meal breaks with no provision for annual leave, statutory holidays and sick leave. *For work performed for a duration of more or less than one (1) day, the daily rate will be prorated accordingly to cover actual time worked.*

The Per Diem Rate(s) is 'all inclusive' except for travel expenses on project business outside ____ **(travel hub inserted at contract award)** (that is pre-approved by the NRCan Project Authority), and GST/HST.

Charges for expenses which are normally incurred in the provision of services, such as labour for conducting negotiations and providing estimates, resolving contract disputes, tracking time sheets, monthly invoicing, facsimile, copying/printing charges, office supplies, computer hardware and software charges, courier, long distance telephone charges, travel from a personal residence to the NRCan site in the Vancouver Region, local travel and the like, must be included in the rates and will not be permitted as additional charges to the contract.

Contract Period : Date of Contract award to March 29, 2019	
Resource	Firm Per Diem Rate
Senior Communications Consultant <i>(Name of resource)</i>	\$ < insert at contract award >

2.0 Pre-Authorized Travel and Living Expenses



For the requirements to travel described in section ____ of the Statement of Work in Annex A, the Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, from ____ (*travel hub inserted at contract award*), without any allowance for profit and administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the National Joint Council Travel Directive; and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Customs duty are included and Applicable Taxes are extra. All travel must have the prior authorization of the Project Authority.

Canada will not accept travel and living expenses that may need to be incurred by the Contractor for any relocation of resources required to satisfy its contractual obligations.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

3.0 Pre-Authorized Miscellaneous Expenses

The Contractor will be paid for pre-authorized reasonable and proper miscellaneous expenses supported by appropriate receipts at actual cost without allowance thereon for overhead or profit. **All miscellaneous expenses must have prior authorization of the Project Authority.**