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K1A 0S5

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**Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement**

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

Linguistic Services Division / Division des services linguistiques

Les Terrasses de la Chaudière

10, rue Wellington, 5ième étage

Gatineau

Québec

K1A 0S5

Title - Sujet DAMA-RFSA	
Solicitation No. - N° de l'invitation EN966-140305/J	Date 2018-05-28
Client Reference No. - N° de référence du client 20140305	Amendment No. - N° modif. 010
File No. - N° de dossier 504zf.EN966-140305	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-504-33475	
Date of Original Request for Supply Arrangement 2018-04-19 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-06-05	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: Cardinal, France	Buyer Id - Id de l'acheteur 504zf
Telephone No. - N° de téléphone (613) 720-9517 ()	FAX No. - N° de FAX (819) 956-8303
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Centre d'approvisionnement Bureau de la traduction 70 Crémazie Gatineau, Quebec, K1A 0S5	
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

This revision to the RFSA is issued to answer questions from suppliers and modify the RFSA.

1. Questions and Answers

Question 1

We are a joint venture that wants to qualify for tier 1 and this is our first experience in this complex process.

We have gathered the following documents:

attachment_5_of_part_3_-_references

en-formulaire_palier_1

certifications_-_en966-140305-j

Our OTTIAQ certificates

University Degree

Are documents missing to complete the RFSA? We did not see a link to a main document or another document. Should we create an additional document?

Answer 1

Suppliers should refer to the RFSA document (main document) for all documents to be included with their arrangement.

The RFSA is available for download under the section "Solicitation Documents".

Question 2

I already have an SA. Do I have to fill out a new form to qualify for 65% _35%?

Answer 2

No. The selection method Highest Combined Rating of Technical merit [65%] and Price [35%] will be included in the bid solicitation template and will be automatically used in bid solicitations once the new RFSA is in effect this summer.

Question 3

How can I access the new RFSA?

Answer 3

Suppliers must access the following link on the Buy and Sell website and download the documents at the very bottom of the page:

<https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZF-504-33475>

Question 4

In the RFSA, why require a number of translated words / domain to qualify? The disadvantages are many, without guaranteeing quality, so why?

Answer 4

In any procurement process, suppliers must meet certain selection criteria to qualify. Suppliers must demonstrate past experience in a field to qualify and obtain a Supply Arrangement (SA).

Question 5

Where are the procedures and forms to fill out before June 5?

Answer 5

See response to question 3 above.

Question 6

Regarding the next paragraph of the RFSA:

"Satisfaction indicators for a field for which a suspension has been issued under Clause 6. Suspension of Fields will be reinstated at 90% at the end of the suspension period."

Will the indicators be maintained at 90% until the supplier performs translation work or for a fixed period? There is no mention to this effect in the RFSA.

Answer 6

Satisfaction indicators will be maintained at 90% for a 60-day period.

Question 7

Is it still expected that the performance index will be reduced if a supplier has not had a contract in the field for one year?

Answer 7

The RFSA says the following:

- 3.10 If a supplier does no work in one or more fields for a period of 12 consecutive months, the satisfaction indicators for the field(s) in question will be reset to 0% for the suppliers who did not perform any work since their registration to the directory, or 95% for all other suppliers, except for the situations mentioned in 3.11 below.
- 3.11 Satisfaction indicators for a field for which a suspension has been issued under Clause 6. Suspension of Fields will be reinstated at 90% at the end of the suspension period.

Question 8

I am totally new in town. How can I become a service provider to the bureau?

Answer 8

To become a supplier of translation services in the official languages for the Translation Bureau you must first respond to a Request for Supply Arrangement (RFSA) that is currently posted on the Buy and Sell website.

Suppliers who submit arrangements in response to the RFSA are evaluated twice a year.

You may find the documents related to the RFSA by clicking on the following website or by copying the link into your Web browser: <https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZF-504-33475>

Question 9

Should existing suppliers renew their qualifications under the new AMA?

Answer 9

Tier 1: Unless they want to add resources or domains, suppliers do not have to renew their qualifications. Their SA remains valid.

Tier 2 and Tier 3: Suppliers must demonstrate the qualifications of their resources as detailed in Attachments 2 and 3 to Part 4. Also for Tier 3, suppliers must submit one of the following:

Proof of certification attesting that the supplier is certified under national standard **CAN/CGSB-131.10-2008, Translation Services.**

OR

The supplier must have taken steps to obtain the certification under national standard **CAN/CGSB-131.10-2008, Translation Services**

2. Modification to the RFSA

At Part 6. B. Bid Solicitation, under section 3. Selection Process for Suppliers Invited to Participate in Bid Solicitations:

DELETE: paragraph 3.11, in its entirety;

INSERT: paragraph 3.11, as follows:

3.11 Satisfaction indicators for a field for which a suspension has been issued under Clause 6. Suspension of Fields will be reinstated at 90% at the end of the suspension period **and will be maintained for a period of 60 days.**

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED