

## REQUEST FOR PROPOSAL / DEMANDE DE PROPOSITION

<b>Title – Sujet</b> Long Service Awards and Award of Excellence Trophies	
<b>Solicitation No. – No de l'invitation</b> 1000339428	<b>Date</b> 2018-06-06
<b>Solicitation closes – L'invitation prend fin</b>  <b>On – le: 2018-07-16</b> <b>At – À: 2:00 P.M.</b>  <b>Time zone – Fuseau horaire: EDT/HAE Eastern Daylight Time/ Heure Avancée de l'Est</b>	
<b>Contracting Authority – Autorité contractante</b>  Katherine Hutton  <b>Address</b> <b>E-mail address</b> See herein / Voir dans ce document	
<b>Telephone No. – No de téléphone</b> (613) 286-5340	
<b>Fax No. – No de télécopieur</b> (613) 957-6655	
<b>Destination - Destination</b>  See herein / Voir dans ce document	
<b>THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT.</b>  <b>LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ.</b>	

**Return Bids to: - Retourner les soumissions à :**

**Canada Revenue Agency  
Agence du revenu du Canada**

*See herein / Voir dans ce document*

**Proposal to: Canada Revenue Agency**

We hereby offer 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(s) set out therefor.

**Proposition à: l'Agence du revenu du Canada**

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

**Bidder's Name and Address -  
Raison sociale et adresse du Fournisseur/de  
l'entrepreneur**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Telephone No. – No de téléphone**

(\_\_\_\_) \_\_\_\_\_

**Fax No. – No de télécopieur**

(\_\_\_\_) \_\_\_\_\_

This document consists of:

**A. Amendment to the Request for Proposal (RFP)**

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**A. Amendment to the Request for Proposal (RFP)**

**Amend #2:** Under **APPENDIX 1: MANDATORY CRITERIA, VOLET 2 – TROPHÉES POUR LE PRIX D'EXCELLENCE**, located on page 25 of 88:

**DELETE the following:**

**M1 Bidder's Qualifications and Experience**

The Bidder must have the ability to supply and deliver Awards and/or Trophies through an established national\* distribution network. In order for the Bidder to demonstrate its supply and delivery capabilities, it must have a minimum of two (2) multi-year national agreements for the supply and delivery of Awards and/or Trophies each with an annual expenditure of \$500K, for the supply and delivery of Awards and/or Trophies, within the last seven (7) years from the date of bid closing.. Each agreement must have been in place for a minimum of 24 consecutive months.

To demonstrate this experience, the Bidder must provide the following information regarding each agreement:

- the name of the client organization;
- the name and telephone number of the client organization's contact;
- the start and end dates of the agreement or the anticipated end date if still active, and;
- summary details of the type of agreement in place which would demonstrate compliance with this requirement as described above.

*\*National: The agreement provided for the supply and delivery of Awards & / or Trophies to a minimum of 5 provinces, territories, states, or equivalent.*

**INSERT the following:**

**M1 Bidder's Qualifications and Experience**

The Bidder must have the ability to supply and deliver Awards and/or Trophies through an established national\* distribution network. In order for the Bidder to demonstrate its supply and delivery capabilities, it must have a minimum of two (2) multi-year national agreements for the supply and delivery of Awards and/or Trophies each with an annual expenditure of **\$20K**, for the supply and delivery of Awards and/or Trophies, within the last seven (7) years from the date of bid closing. Each agreement must have been in place for a minimum of 24 consecutive months.

To demonstrate this experience, the Bidder must provide the following information regarding each agreement:

- the name of the client organization;
- the name and telephone number of the client organization's contact;
- the start and end dates of the agreement or the anticipated end date if still active, and;
- summary details of the type of agreement in place which would demonstrate compliance with this requirement as described above.

*\*National: The agreement provided for the supply and delivery of Awards & / or Trophies to a minimum of 5 provinces, territories, states, or equivalent.*

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME**