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**Bid Receiving - PWGSC / Réception des soumissions -
TPSGC**

**11 Laurier/11,rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776**

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Parliamentary Precinct Division/Acquisitions de la
Cité parlementaire
222 Queen Street / 222, rue Queen
Ottawa
Ontario
K1A 0S5

| | |
|--|--|
| Title - Sujet Closed Office Furniture Casegoods | |
| Solicitation No. - N° de l'invitation EP803-183135/B | Date 2018-06-19 |
| Client Reference No. - N° de référence du client EP803-183135 | Amendment No. - N° modif. 003 |
| File No. - N° de dossier 019pps.EP803-183135 | CCC No./N° CCC - FMS No./N° VME |
| GETS Reference No. - N° de référence de SEAG PW-\$PPS-019-26793 | |
| Date of Original Request for Standing Offer 2018-04-19 | |
| Date de la demande de l'offre à commandes originale | |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-06-27 | |
| Time Zone Fuseau horaire Eastern Daylight Saving Time EDT | |
| Address Enquiries to: - Adresser toutes questions à: Abdillahi, Mahade | Buyer Id - Id de l'acheteur 019pps |
| Telephone No. - N° de téléphone (613) 990-3717 () | FAX No. - N° de FAX () - |
| Delivery Required - Livraison exigée | |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Annex A | |
| Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre. | |

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 | | |

QUESTIONS AND ANSWERS – SERIES II

Q1. At Part 4 – Evaluation Procedures and Basis of Selection, 4.2 Basis of Selection, the average discount percentage (off MSRP) does not correlate to the lowest cost (net) bid price to Canada. The average discount percentage should not be part of the Evaluation Criteria for points awarded. Only the net prices should be evaluated and points awarded, to prevent artificially skewing the ranking.

Offerors understand that Canada wants to see the discount applied to all products bid, in order to be assured that all product procured under this Standing Offer will have the same discount against published price list as was bid for competition for the same product. This will give Canada protection against net prices changing post Standing Offer Award. Therefore it should be mandatory for all bidders to show their discount off MSRP, but not award points for it.

A1. Canada has determined that all elements that factor into the Offerors pricing will be assigned points and used towards the evaluation. Canada is requesting entire product lines/ series with all available finish options thus needing the pricing to be applicable to all possible different combinations including those outside of the minimum offered product listing.

Q2. Template Letter #1 states, "The product list must be comprehensive, as it will be shared by all other qualified Offerors". What does this mean? Does this mean that one Offeror's product list (i.e. General Stream) will be shared with another Offeror (i.e. PSAB stream) from a different manufacturer? Why would this be required? Please clarify.

A2. See amendment below.

Q3. At Attachment to Part 4 – Financial Presentation Sheet, Cushion - The bid has requested multiple grades of fabric for the cushion, but does not allow a place to put various prices of fabric. Please confirm bidders should use mid-Grade pricing, the same as the Tackboard fabric

A3. Please refer to Part 4 - Evaluation Procedures and Basis of Selection, 4.1.2.1 Mandatory Financial Criteria, MFC 1. It states that, "Pricing for the Minimum Product Requirements listed in the Financial Presentation Sheet must be base grade finishes."

Q4. At Annex A – Statement of Requirement, section 5.5 refers to the need to have products scanned at the scanning facility. Can you please approximate the down time required for Scanning Facility personnel to offload and scan a truckload of product if an appointment is made prior to delivery as this will factor into the cost of delivery and installation.

A4. Please refer to Annex A – Statement of Requirement, article 5.5.6 and to Amendment #2, item 12, 13 and 20. The inspections will be scheduled and pre-determined to avoid delays. There will be no additional delivery fee/costs beyond those specified in Attachment 1 to Part 4 – Financial Presentation Sheet.

Q5. How did PSPC came up with the factors and its weighting that determine the Total Financial Score?

A5. PSPC and its client stakeholders determined the elements that affect the costs of its requirements, both goods and services and assigned weighting that would result in best value to Canada.

Q6. Would PSPC consider multi-year fixed pricing instead of the MSRP with a fixed percentage discount for the initial and option periods?

- A6. The resulting Standing Offer Basis of Payment (Pricing) remains unchanged.
- Q7. Would PSPC extend the RFSO solicitation closing date?
- A7. The RFSO solicitation closing date remains unchanged.
-

THIS AMENDMENT IS RAISED TO CHANGE THE REQUEST FOR STANDING OFFER (RFSO) SOLICITATION, INCLUDING ATTACHMENT 3 TO PART 4. THE FOLLOWING REVISIONS ARE:

1. At RFSO Table of Contents, page 2, DELETE reference to Attachment 4 to Part 4 – Typical Layout – Workstation.
2. At Part 1 – General Information, 1.2.3,

DELETE: “Offered Products must be from the same series and manufacturer except the Lockers, Accessories, Whiteboards and LED Task Lights which must be from the same Manufacturer but may be from a different series. Additionally, Offerors are required to offer all Product-Related Services as listed below.”

INSERT: Offered Products may be from the same series and manufacturer except the Lockers, Accessories, Whiteboards and LED Task Lights which must be from a variety of series but must be from the same Manufacturer. Additionally, Offerors are required to provide Delivery and Installation of Offered Products and all Product-Related Services as listed below.”
3. At Part 2 – Offeror Instructions, ADD the following,

“2.7. Equivalent Products

2.7.1 Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:
 - a. designates the brand name, model and/or part number of the substitute product;
 - b. states that the substitute product is fully interchangeable with the item specified;
 - c. provides complete specifications and descriptive literature for each substitute product;
 - d. provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
 - e. clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.
2.7.2 Products offered as equivalent in form, fit, function and quality will not be considered if:
 - a. the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
 - b. the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.
2.7.3 In conducting its evaluation of the bids, Canada may, but will have no obligation to,

request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.”

4. At Part 4-Evaluation Procedures and Basis of Selection, 4.1.1.1 Mandatory Technical Criteria (MTC), MTC 5, DELETE in its entirety and REPLACE with the following,

| | | | |
|--------|---|--|--|
| "MTC 5 | <p>The Offeror must confirm to provide the Offered Product(s) throughout the duration of the Standing Offer. Additionally, the Offeror must also confirm to provide the entire line of products of the same series and same manufacturer of the Offered Product(s) throughout the duration of the Standing Offer. The MSRP percentage discount(s) must be the same as the Minimum Offered Products List.</p> <p>The Offeror shall not add any other product to Attachment 1 to Part 4 – Financial Presentation Sheet and Attachment 2 to Part 4 – Minimum Offered Products List. A list of the entire line of products including the other products shall be provided upon issuance of a Standing Offer. For the purposes of evaluation, the other products not listed in the Minimum Product Requirements (Attachment 2 to Annex A) will not be part of the financial evaluation.</p> <p>Note: The entire line of products refer to the Offered Product(s) and all the other products within the same series and same manufacturer.”</p> | | |
|--------|---|--|--|

5. At Part 4-Evaluation Procedures and Basis of Selection, 4.1.1.1 Mandatory Technical Criteria (MTC), MTC 10, DELETE in its entirety and REPLACE with the following,

| | | | |
|--------|---|--|--|
| MTC 10 | <p>The Offeror must complete and submit all other RFSO requirements as described in the following, by solicitation closing time and date:</p> <ul style="list-style-type: none"> - Certifications and Additional Information (RFSO Part 5) - Insurance Requirements (RFSO Part 6) - Signed RFSO cover page (original and all amendments) | | |
|--------|---|--|--|

6. At Part 4-Evaluation Procedures and Basis of Selection, 4.2 Basis of Selection, article 4.2.3, DELETE in its entirety and REPLACE with the following,

“4.2.3 All Offers must meet all mandatory technical and financial evaluation criteria to be responsive. All responsive offers will be ranked according to their total financial score which is the combined rating between their MSRP Discount (15%), Delivery (15%), Installation (15%), Reconfiguration Services (5%), Inventory Services (5%), Storage Services (5%) and the Basket of Products Pricing (40%).

The responsive bid with the highest total financial score on each stream will be recommended for issuance of a Standing Offer agreement.

Below provides a description on how each rated element will be calculated. All pricing and rates will be prorated against the other Offers to provide the weighted scoring applied towards the Offeror's Total Financial Score.

- 4.2.3.1 The MSRP Discount Score will be derived from the Overall MSRP Discount of the Offeror's Minimum Offered Products. The Overall MSRP Discount will be the combined total average of MSRP discounts of the Lockers, Accessories, Whiteboards and Task lights, to be referred to as "L.A.W.T. Products", weighted at 20% PLUS the total average of the MSRP discounts for the rest of the Minimum Offered Products, to be referred to as "All Other Products" weighted at 80%. All the MSRP discounts will be derived from Offeror's completed Attachment 1 to Part 4 – Financial Presentation Sheet, Table 1.

The average MSRP Discount for L.A.W.T. Products will be calculated using below formula:

$$\frac{\text{Sum of All MSRP Discounts for L.A.W.T. Products}}{\text{Total Number of L.A.W.T. Products}} = \text{Average MSRP Discount for L.A.W.T. Products}$$

The average MSRP Discount for All Other Products will be calculated using below formula:

$$\frac{\text{Sum of All MSRP Discounts for All Other Products (except L.A.W.T. Products)}}{\text{Total Number of All Other Products (except L.A.W.T. Products)}} = \text{Average MSRP Discount for All Other Products}$$

The MSRP Discount for L.A.W.T. Products will be calculated using below formula:

$$\frac{\text{Offeror's Average MSRP Discount for L.A.W.T. Products}}{\text{Highest Average MSRP Discount for L.A.W.T. Products}} \times 100 \times 20\% = \text{MSRP Discount for L.A.W.T. Products}$$

The MSRP Discount for All Other Products will be calculated using below formula:

$$\frac{\text{Offeror's Average MSRP Discount for All Other Products}}{\text{Highest Average MSRP Discount for All Other Products}} \times 100 \times 80\% = \text{MSRP Discount for All Other Products}$$

The Overall MSRP Discount will be calculated using below formula:

$$\text{MSRP Discount for L.A.W.T. Products} + \text{MSRP Discount for All Other Products} = \text{Overall MSRP Discount}$$

The MSRP Discount Score will be calculated using below formula:

$$\frac{\text{Offeror's Overall MSRP Discount}}{\text{Highest Overall MSRP Discount}} \times 100 \times 15\% = \text{MSRP Discount Score (for Offeror's Total Financial Score)}$$

- 4.2.3.2 The Delivery and Installation scores will be based on the percentage fees for delivery and installation, prorated against the other Offers, to provide the weighted scoring applied towards the overall financial score. The individual delivery and installation percentage fees for normal working hours will be used for evaluation purposes. The delivery percentage fee for normal working hours will be used for evaluation purposes.

The Delivery Score will be calculated using below formula:

$$\frac{\text{Highest Delivery Percentage Fee} - \text{Offeror's Delivery Percentage Fee}}{\text{Highest Delivery Percentage Fee}} \times 100 \times 15\% = \text{Delivery Score (for Offeror's Total)}$$

Financial Score)

The Installation Score will be calculated using below formula:

$$\frac{\text{Highest Installation Percentage Fee} - \text{Offeror's Installation Percentage Fee}}{\text{Highest Installation Percentage Fee}} \times 100 \times 15\% = \text{Installation Score (for Offeror's Total Financial Score)}$$

4.2.3.3 The Product-Related Services scores (Reconfiguration Services, Inventory Services and Storage Services) will be based on the firm all-inclusive rates provided in Tables 6 of the Attachment 1 to Part 4. The figures used in the evaluation are as follows: Reconfiguration Services and Inventory and Assessment rates were based on Normal Working Hours, Firm All-Inclusive Hourly Rates, with the level of effort at 1 hour; and the Storage Services rates will be based on the weekly and monthly rate per cubic meter, with the level of effort of 1. The Total Prices for each of the Product-Related Services is derived from Table 6 of Attachment 1 to Part 4. The Product-Related Services Scores will be calculated using below formulas:

For the Reconfiguration Services Score,

$$\frac{\text{Lowest Reconfiguration Services Total Price}}{\text{Offeror's Reconfiguration Services Total Price}} \times 100 \times 5\% = \text{Reconfiguration Services Score (for Offeror's Total Financial Score)}$$

For the Inventory Services Score,

$$\frac{\text{Lowest Inventory Services Total Price}}{\text{Offeror's Inventory Services Total Price}} \times 100 \times 5\% = \text{Inventory Services Score (for Offeror's Total Financial Score)}$$

For the Storage Services Score,

$$\frac{\text{Lowest Storage Services Total Price}}{\text{Offeror's Reconfiguration Services Total Price}} \times 100 \times 5\% = \text{Storage Services Score (for Offeror's Total Financial Score)}$$

4.2.3.4 Table 7 in Attachment 1 to Part 4 – Financial Presentation Sheet will be used to determine the Basket of Products Pricing Score for evaluation, which includes the type and quantity of goods. The product pricing must reflect the MSRP discounts.

The Basket of Products Pricing Score will be calculated using below formula:

$$\frac{\text{Lowest Total Basket of Products Price}}{\text{Offeror's Total Basket of Products Price}} \times 100 \times 40\% = \text{Basket of Products Pricing Score (for Offeror's Total Financial Score)}$$

4.2.3.5 The sum of the MSRP Discount Score, Delivery Score, Installation Score, Product-Related Scores (Reconfiguration Services Score + Inventory Services Score + Storage Services Score) and Basket of Products Pricing Score will determine the Offeror's Total Financial Score. The top ranked responsive offer with the highest Total Financial Score on each stream will be recommended for issuance of Standing Offer agreement. The following formula will be used to calculate the Total Financial Score:

MSRP Discount Score
+
Delivery Score
+

Installation Score
 +
 Product-Related Scores
 +
Basket of Products Pricing Score
 = Total Financial Score"

7. At Part 4-Evaluation Procedures and Basis of Selection, 4.2 Basis of Selection, 4.2.11, DELETE in its entirety and REPLACE with the following,

"4.2.11 Below are possible scenarios and examples of the basis of selection process including calculations for the Average MSRP Discounts, Overall MSRP Discount, MSRP Discount Score, Delivery Score, Installation Score, Product-Related Scores and Basket of Products Pricing Score, which will determine the Offeror's Total Financial Score.

Scenario 1 – One General Offeror only and/or One PSAB Offeror only

All Offers must meet all mandatory technical and financial evaluation criteria to be responsive. If there is only one responsive Offeror on each stream, the responsive Offerors will be recommended for issuance of Standing Offer agreement.

Scenario 2 – Multiple General Offerors only and/or Multiple PSAB Offerors only

All Offers must meet all mandatory technical and financial evaluation criteria to be responsive. The responsive offer(s) in each stream will be ranked based on their Total Financial Scores.

The following sample Offers and tables will show how the Average MSRP Discounts, Overall MSRP Discount, MSRP Discount Score, Delivery Score, Installation Score, Product-Related Scores and Basket of Products Pricing Score are calculated to determine the Offeror's Total Financial Score.

Table 1a – Average MSRP Discount for L.A.W.T. Products

| Offeror | Stream | L.A.W.T. Products MSRP Discounts | Total Number of L.A.W.T. Products | Calculation | Average MSRP Discount for L.A.W.T. Products |
|---------|---------|--|-----------------------------------|---|---|
| A | General | 70% (all L.A.W.T. Products) | 8 | $\frac{(70 \times 8)}{8}$ | 70% |
| ABC | General | 70%, 75%, 65%, 80%, 80%, 85%, 60%, 70% | 8 | $(70\% + 75\% + 65\% + 80\% + 80\% + 85\% + 60\% + 70\%) / 8$ | 73.13% |
| WXY | General | 70%, 75%, 75%, 80%, 80%, 75%, 80%, 80% | 8 | $(70\% + 75\% + 75\% + 80\% + 80\% + 75\% + 80\% + 80\%) / 8$ | 76.88% |
| B | General | 60%, 65%, 65%, 80%, 80%, 75%, 60%, 70% | 8 | $(60\% + 65\% + 65\% + 80\% + 80\% + 75\% + 60\% + 70\%) / 8$ | 69.38% |

| | | | | | |
|------|---------|---|---|---|--------|
| MNM | General | 60%, 65%, 65%, 60%, 70%, 75%, 60%, 70% | 8 | $(60\% + 65\% + 65\% + 60\% + 70\% + 75\% + 60\% + 70\%) / 8$ | 65.63% |
| C | General | 85% (all L.A.W.T. Products) | 8 | $\frac{(85 \times 8)}{8}$ | 85% |
| PST | General | 80% (all L.A.W.T. Products) | 8 | $\frac{(80 \times 8)}{8}$ | 80% |
| ISC1 | PSAB | 80% (all L.A.W.T. Products) | 8 | $\frac{(80 \times 8)}{8}$ | 80% |
| AAA | PSAB | 80% (all L.A.W.T. Products) | 8 | $\frac{(80 \times 8)}{8}$ | 80% |
| D | PSAB | 80%, 75%, 75%, 70%, 70%, 75%, 80%, 70% | 8 | $(80\% + 75\% + 75\% + 70\% + 70\% + 75\% + 80\% + 70\%) / 8$ | 74.36% |

Table 1b – Average MSRP Discount for All Other Products

| Offeror | Stream | All Other Products MSRP Discounts | Total Number of Products (except (all L.A.W.T. Products)) | Calculation | Average MSRP Discount for All Other Products |
|---------|---------|--|---|--|--|
| A | General | 70% (1 discount for All Other Products) | 10 | $\frac{(70 \times 10)}{10}$ | 70% |
| ABC | General | 70%, 75%, 65%, 80%, 80, 80%, 85%, 60%, 70%, 70% | 10 | $(70\% + 75\% + 65\% + 80\% + 80\% + 80\% + 85\% + 60\% + 70\% + 70\%) / 10$ | 73.50% |
| WXY | General | 70%, 80%, 70%, 75%, 75%, 80%, 80%, 75%, 80%, 80% | 10 | $(70\% + 80\% + 70\% + 75\% + 75\% + 80\% + 80\% + 75\% + 80\% + 80\%) / 10$ | 76.50% |
| B | General | 60%, 65%, 65%, 80%, 80%, 75%, 60%, 70%, 65%, 75% | 10 | $(60\% + 65\% + 65\% + 80\% + 80\% + 75\% + 60\% + 70\% + 65\% + 75\%) / 10$ | 69.50% |
| MNM | General | 60%, 65%, 65%, 60%, 70%, 75%, 60%, 75%, 60%, 70% | 10 | $(60\% + 65\% + 65\% + 60\% + 70\% + 75\% + 60\% + 75\% + 60\% + 70\%) / 10$ | 66% |
| C | General | 85% (1 discount for All Other Products) | 10 | $\frac{(85 \times 10)}{10}$ | 85% |
| PST | General | 80% (1 discount for All Other Products) | 10 | $\frac{(80 \times 10)}{10}$ | 80% |
| ISC1 | PSAB | 80% (1 discount | 10 | (80×10) | 80% |

| | | | | | |
|-----|------|--|----|--|-----|
| | | <i>for All Other Products)</i> | | 10 | |
| AAA | PSAB | 80% (1 discount for All Other Products) | 10 | $\frac{(80 \times 10)}{10}$ | 80% |
| D | PSAB | 80%, 75%, 75%, 75%, 70%, 70%, 75%, 80%, 70%, 80% | 10 | $(80\% + 75\% + 75\% + 75\% + 70\% + 70\% + 75\% + 80\% + 70\% + 80\%) / 10$ | 75% |

Table 1c - MSRP Discount for L.A.W.T. Products

| Offeror | Stream | Calculation | MSRP Discount Score for L.A.W.T. Products |
|---------|---------|---|---|
| A | General | $[(70 / 85) \times 100] \times 20\%$ | 16.47 points |
| ABC | General | $[(73.13 / 85) \times 100] \times 20\%$ | 17.21 points |
| WXY | General | $[(76.88 / 85) \times 100] \times 20\%$ | 18.09 points |
| B | General | $[(69.38 / 85) \times 100] \times 20\%$ | 16.32 points |
| MNM | General | $[(65.63 / 85) \times 100] \times 20\%$ | 15.44 points |
| C | General | $[(85 / 85) \times 100] \times 20\%$ | 20.00 points |
| PST | General | $[(80 / 85) \times 100] \times 20\%$ | 18.82 points |
| ISC1 | PSAB | $[(80 / 80) \times 100] \times 20\%$ | 20.00 points |
| AAA | PSAB | $[(80 / 80) \times 100] \times 20\%$ | 20.00 points |
| D | PSAB | $[(74.36 / 80) \times 100] \times 20\%$ | 18.59 points |

Table 1d - MSRP Discount for All Other Products

| Offeror | Stream | Calculation | MSRP Discount Score for All Other Products |
|---------|---------|---|--|
| A | General | $[(70 / 85) \times 100] \times 80\%$ | 65.88 points |
| ABC | General | $[(73.50 / 85) \times 100] \times 80\%$ | 69.18 points |
| WXY | General | $[(76.50 / 85) \times 100] \times 80\%$ | 72.00 points |
| B | General | $[(69.50 / 85) \times 100] \times 80\%$ | 65.41 points |
| MNM | General | $[(66 / 85) \times 100] \times 80\%$ | 62.12 points |
| C | General | $[(85 / 85) \times 100] \times 80\%$ | 80.00 points |
| PST | General | $[(80 / 85) \times 100] \times 80\%$ | 75.29 points |
| ISC1 | PSAB | $[(80 / 80) \times 100] \times 80\%$ | 80.00 points |
| AAA | PSAB | $[(80 / 80) \times 100] \times 80\%$ | 80.00 points |
| D | PSAB | $[(70 / 80) \times 100] \times 80\%$ | 70.00 points |

Table 1e – Overall MSRP Discount

| Offeror | Stream | Calculation | Overall MSRP Discount |
|---------|---------|---------------|-----------------------|
| A | General | 16.47 + 65.88 | 82.35 points |
| ABC | General | 17.21 + 69.18 | 86.39 points |
| WXY | General | 18.09 + 72 | 90.09 points |
| B | General | 16.32 + 65.41 | 81.73 points |
| MNM | General | 15.44 + 62.12 | 77.56 points |
| C | General | 20 + 80 | 100.00 points |
| PST | General | 18.82 + 75.29 | 94.11 points |
| ISC1 | PSAB | 20 + 80 | 100.00 points |

| | | | |
|-----|------|------------|---------------|
| AAA | PSAB | 20 + 80 | 100.00 points |
| D | PSAB | 18.59 + 70 | 88.59 points |

Table 1f – MSRP Discount Score

| Offeror | Stream | Calculation | MSRP Discount Score (A) |
|---------|---------|--|-------------------------|
| A | General | $[(82.35 / 100) \times 100] \times 15\%$ | 12.35 points |
| ABC | General | $[(86.39 / 100) \times 100] \times 15\%$ | 12.96 points |
| WXY | General | $[(90.09 / 100) \times 100] \times 15\%$ | 13.51 points |
| B | General | $[(81.73 / 100) \times 100] \times 15\%$ | 12.26 points |
| MNM | General | $[(77.56 / 100) \times 100] \times 15\%$ | 11.63 points |
| C | General | $[(100 / 100) \times 100] \times 15\%$ | 15.00 points |
| PST | General | $[(94.11 / 100) \times 100] \times 15\%$ | 14.12 points |
| ISC1 | PSAB | $[(100 / 100) \times 100] \times 15\%$ | 15.00 points |
| AAA | PSAB | $[(100 / 100) \times 100] \times 15\%$ | 15.00 points |
| D | PSAB | $[(88.59 / 100) \times 100] \times 15\%$ | 13.29 points |

Table 2 – Basket of Products, Delivery and Installation based on Offeror's Financial Presentation Sheet

| Offeror | Stream | Total Basket of Products Price | Delivery Percentage Fee | Installation Percentage Fee |
|---------|---------|--------------------------------|-------------------------|-----------------------------|
| A | General | \$70,000.00 | 3% | 4% |
| ABC | General | \$75,000.00 | 1% | 2% |
| WXY | General | \$73,000.00 | 0% | 3% |
| B | General | \$85,000.00 | 5% | 5% |
| MNM | General | \$70,000.00 | 7% | 7% |
| C | General | \$100,000.00 | 2% | 2.5% |
| PST | General | \$69,000.00 | 6% | 10% |
| ISC1 | PSAB | \$90,000.00 | 0% | 5% |
| AAA | PSAB | \$85,000.00 | 3% | 3% |
| D | PSAB | \$85,000.00 | 2% | 4% |

Table 3 – Delivery Score

| Offeror | Stream | Calculation | Delivery Score (B) |
|---------|---------|---------------------------------------|--------------------|
| A | General | $[(7-3) / 7] \times 100] \times 15\%$ | 8.57 points |
| ABC | General | $[(7-1) / 7] \times 100] \times 15\%$ | 12.86 points |
| WXY | General | $[(7-0) / 7] \times 100] \times 15\%$ | 15.00 points |
| B | General | $[(7-5) / 7] \times 100] \times 15\%$ | 4.29 points |
| MNM | General | $[(7-7) / 7] \times 100] \times 15\%$ | 0 points |
| C | General | $[(7-2) / 7] \times 100] \times 15\%$ | 10.71 points |
| PST | General | $[(7-6) / 7] \times 100] \times 15\%$ | 2.14 points |
| ISC1 | PSAB | $[(3-0) / 3] \times 100] \times 15\%$ | 15.00 points |
| AAA | PSAB | $[(3-3) / 3] \times 100] \times 15\%$ | 0 points |
| D | PSAB | $[(3-2) / 3] \times 100] \times 15\%$ | 5.00 points |

Note: The Delivery Fee will be the average of the 2 delivery fees identified in Offeror's completed Financial Presentation Sheet.

Table 4 – Installation Score

| Offeror | Stream | Calculation | Installation Score (C) |
|---------|---------|---|------------------------|
| A | General | $[(10-4) / 10] \times 100] \times 15\%$ | 9.00 points |
| ABC | General | $[(10-2) / 10] \times 100] \times 15\%$ | 12.00 points |

| | | | |
|------|---------|---|--------------|
| WXY | General | $[(10-3) / 10] \times 100] \times 15\%$ | 10.50 points |
| B | General | $[(10-5) / 10] \times 100] \times 15\%$ | 7.50 points |
| MNM | General | $[(10-7) / 10] \times 100] \times 15\%$ | 4.50 points |
| C | General | $[(10-2.5) / 10] \times 100] \times 15\%$ | 11.25 points |
| PST | General | $[(10-10) / 10] \times 100] \times 15\%$ | 0 points |
| ISC1 | PSAB | $[(5-5) / 5] \times 100] \times 15\%$ | 0 points |
| AAA | PSAB | $[(5-3) / 5] \times 100] \times 15\%$ | 6.00 points |
| D | PSAB | $[(5-4) / 5] \times 100] \times 15\%$ | 3.00 points |

Table 5a – Reconfiguration Services Score

| Offeror | Stream | Calculation | Reconfiguration Services Score (D) |
|---------|---------|--|------------------------------------|
| A | General | $[(\$80.00 / \$150.00) \times 100] \times 5\%$ | 2.67 points |
| ABC | General | $[(\$80.00 / \$85.00) \times 100] \times 5\%$ | 4.71 points |
| WXY | General | $[(\$80.00 / \$90.00) \times 100] \times 5\%$ | 4.44 points |
| B | General | $[(\$80.00 / \$100.00) \times 100] \times 5\%$ | 4.00 points |
| MNM | General | $[(\$80.00 / \$80.00) \times 100] \times 5\%$ | 5.00 points |
| C | General | $[(\$80.00 / \$80.00) \times 100] \times 5\%$ | 5.00 points |
| PST | General | $[(\$80.00 / \$80.00) \times 100] \times 5\%$ | 5.00 points |
| ISC1 | PSAB | $[(\$65.00 / \$65.00) \times 100] \times 5\%$ | 5.00 points |
| AAA | PSAB | $[(\$65.00 / \$100.00) \times 100] \times 5\%$ | 3.25 points |
| D | PSAB | $[(\$65.00 / \$150.00) \times 100] \times 5\%$ | 2.17 points |

Table 5b – Inventory Services Score

| Offeror | Stream | Calculation | Inventory Services Score (E) |
|---------|---------|---|------------------------------|
| A | General | $[(\$15.00 / \$20.00) \times 100] \times 5\%$ | 3.75 points |
| ABC | General | $[(\$15.00 / \$25.00) \times 100] \times 5\%$ | 3.00 points |
| WXY | General | $[(\$15.00 / \$15.00) \times 100] \times 5\%$ | 5.00 points |
| B | General | $[(\$15.00 / \$19.00) \times 100] \times 5\%$ | 3.95 points |
| MNM | General | $[(\$15.00 / \$20.00) \times 100] \times 5\%$ | 3.75 points |
| C | General | $[(\$15.00 / \$20.00) \times 100] \times 5\%$ | 3.75 points |
| PST | General | $[(\$15.00 / \$18.00) \times 100] \times 5\%$ | 4.17 points |
| ISC1 | PSAB | $[(\$15.00 / \$20.00) \times 100] \times 5\%$ | 3.75 points |
| AAA | PSAB | $[(\$15.00 / \$15.00) \times 100] \times 5\%$ | 5.00 points |
| D | PSAB | $[(\$15.00 / \$20.00) \times 100] \times 5\%$ | 3.75 points |

Table 5c – Storage Services Score

| Offeror | Stream | Calculation | Storage Services Score (F) |
|---------|---------|---|----------------------------|
| A | General | $[(\$30.00 / \$50.00) \times 100] \times 5\%$ | 3.00 points |
| ABC | General | $[(\$30.00 / \$60.00) \times 100] \times 5\%$ | 2.50 points |
| WXY | General | $[(\$30.00 / \$45.00) \times 100] \times 5\%$ | 3.33 points |
| B | General | $[(\$30.00 / \$50.00) \times 100] \times 5\%$ | 3.00 points |
| MNM | General | $[(\$30.00 / \$40.00) \times 100] \times 5\%$ | 3.75 points |
| C | General | $[(\$30.00 / \$35.00) \times 100] \times 5\%$ | 4.29 points |
| PST | General | $[(\$30.00 / \$30.00) \times 100] \times 5\%$ | 5.00 points |
| ISC1 | PSAB | $[(\$25.00 / \$50.00) \times 100] \times 5\%$ | 2.50 points |
| AAA | PSAB | $[(\$25.00 / \$25.00) \times 100] \times 5\%$ | 5.00 points |
| D | PSAB | $[(\$25.00 / \$30.00) \times 100] \times 5\%$ | 4.17 points |

Table 6 – Basket of Products Pricing Score

| Offeror | Stream | Calculation | Basket of Products Pricing Score (G) |
|---------|---------|---|--------------------------------------|
| A | General | $[(\$69,000.00 / \$70,000.00) \times 100] \times 40\%$ | 39.43 points |
| ABC | General | $[(\$69,000.00 / \$75,000.00) \times 100] \times 40\%$ | 36.80 points |
| WXY | General | $[(\$69,000.00 / \$73,000.00) \times 100] \times 40\%$ | 37.81 points |
| B | General | $[(\$69,000.00 / \$85,000.00) \times 100] \times 40\%$ | 32.47 points |
| MNM | General | $[(\$69,000.00 / \$70,000.00) \times 100] \times 40\%$ | 39.43 points |
| C | General | $[(\$69,000.00 / \$100,000.00) \times 100] \times 40\%$ | 27.60 points |
| PST | General | $[(\$69,000.00 / \$69,000.00) \times 100] \times 40\%$ | 40.00 points |
| ISC1 | PSAB | $[(\$85,000.00 / \$90,000.00) \times 100] \times 40\%$ | 37.78 points |
| AAA | PSAB | $[(\$85,000.00 / \$85,000.00) \times 100] \times 40\%$ | 40.00 points |
| D | PSAB | $[(\$85,000.00 / \$85,000.00) \times 100] \times 40\%$ | 40.00 points |

Table 7 - Total Financial Score

| Offeror | Stream | MSRP Discount Score + Delivery Score + Installation Score + Reconfiguration Services Score + Inventory Services Scores + Storage Services Score + Basket of Products Pricing Score | Total Financial Score (A+B+C+D+E+F+G) |
|---------|---------|--|---------------------------------------|
| A | General | 12.35 + 8.57 + 9.00 + 2.67 + 3.75 + 3.00 + 39.43 | 78.77 points |
| ABC | General | 12.96 + 12.86 + 12.00 + 4.71 + 3.00 + 2.50 + 36.80 | 84.83 points |
| WXY | General | 13.51 + 15.00 + 10.50 + 4.44 + 5.00 + 3.33 + 37.81 | 89.59* points |
| B | General | 12.26 + 4.29 + 7.50 + 4.00 + 3.95 + 3.00 + 32.47 | 67.47 points |
| MNM | General | 11.63 + 0 + 4.50 + 5.00 + 3.75 + 3.75 + 39.43 | 68.06 points |
| C | General | 15.00 + 10.71 + 11.25 + 5.00 + 3.75 + 4.29 + 27.60 | 77.60 points |
| PST | General | 14.12 + 2.14 + 0 + 5.00 + 4.17 + 5.00 + 40.00 | 70.43 points |
| ISC1 | PSAB | 15.00 + 15.00 + 0 + 5.00 + 3.75 + 2.50 + 37.75 | 79.00* points |
| AAA | PSAB | 15.00 + 0 + 6.00 + 3.25 + 5.00 + 5.00 + 40.00 | 74.25 points |
| D | PSAB | 13.29 + 5.00 + 3.00 + 2.17 + 3.75 + 4.17 + 40.00 | 71.38 points |

In accordance with the basis of evaluations, the top ranking responsive bid with the highest total financial score on each stream will be recommended for issuance of Standing Offer agreement(s). In above scenario, Offeror WXY will be recommended for the General Stream and Offeror ISC1 will be recommended for the PSAB Stream.”

8. At Part 7 – Standing Offer and Resulting Contract Clauses, A. Standing Offer, 7.9 Call-up Procedures, DELETE in its entirety and REPLACE with the following,

“7.9 Call-up Procedures

Below are the steps required to initiate a call-up within the Standing Offer. This process applies to both the General and PSAB streams.

Step 1 - Requirement Submission to the Identified User:

The Project Authority will provide a Statement of Requirement (SOR) and a call-up estimate (including product related services and level of effort, if available) to the Identified User of this Standing Offer.

The Project Authority, at its discretion, may designate a requirement as an Aboriginal Set-Aside and issue a call-up against the PSAB stream.

The Call-up Authority may choose whichever SO Holder within a stream to use at the

recommendation of the Project Authority.

Step 2 - Verification of Call-up Estimate and Submission of draft Call-Up by the Identified Users:

The Identified User will review the requirement and the call-up estimate, suggesting and providing changes to the requirement as necessary in accordance with the Standing Offer arrangement.

The Identified User will create a draft call-up and forward the draft call-up along with the SOR to confirm price and availability with the Standing Offer Holder.

A Site Visit may be conducted to confirm the call-up estimate and related work.

Step 3 - Draft Call-Up Review by the Standing Offer Holder:

The Standing Offer Holder will review the call-up and will either accept, reject or request changes to the product, product-related service and/or applicable level of effort based on the requirement of the Statement of Work.

If a modification is requested to the draft call-up, the Standing Offer Holder must provide justification on the modification to the call-up. The Technical Authority will review the modification to determine if the product, product-related service and level of effort is reasonable and acceptable. Final authority of issuance of the call-up will be the designated Call-Up Authority.

Step 4 – Award of Call-up to the Standing Offer Holder:

Once the call-up terms and conditions are finalized, including the SOR and basis of payment, the Identified User of the SO will award the call-up using below identified call-up instrument.”

9. At Attachment 1 to Part 4 – Financial Presentation Sheet, DELETE in its entirety and REPLACE with the revised Attachment 1 to Part 4.
10. At Attachment 2 to Part 4 – Minimum Offered Products List, DELETE in its entirety and REPLACE with the revised Attachment 2 to Part 4.
11. At Attachment 2 to Annex A, Minimum Product Requirements List, DELETE in its entirety and REPLACE with the revised Attachment 2 to Annex A.
12. At Attachment 3 to Part 4 – Manufacturer Authorization Letter Instructions, Template 1 – MFGR authorizes Offeror letter,

DELETE: “The product list building stage requires that the Offeror may be requested by PSPC to provide a product list. The product list must be comprehensive, as it will be shared by all other qualified Offerors and used in the National Capital Region.”

INSERT: “The product list building stage requires that the Offeror may be requested by PSPC to provide a product list. The product list must be comprehensive.”

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR STANDING OFFER REMAIN UNCHANGED.