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**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

<b>Title - Sujet</b> Closed Office Furniture Casegoods	
<b>Solicitation No. - N° de l'invitation</b> EP803-183135/B	<b>Date</b> 2018-06-28
<b>Client Reference No. - N° de référence du client</b> EP803-183135	<b>Amendment No. - N° modif.</b> 006
<b>File No. - N° de dossier</b> 019pps.EP803-183135	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PPS-019-26793	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2018-04-19	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-07-09</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Abdillahi, Mahade	<b>Buyer Id - Id de l'acheteur</b> 019pps
<b>Telephone No. - N° de téléphone</b> (613) 990-3717 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See Annex A	
<b>Security - Sécurité</b> 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**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
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)		
<b>For the Minister - Pour le Ministre</b>		

## QUESTIONS AND ANSWERS – SERIES IV

- Q1. Please reconsider our request for an extension to the solicitation closing date. Latest amendments require changes to our technical and financial proposal.

For example part 1.2.3 General information states that offered products "May" be from the same series and manufacturer as opposed to "Must". This necessitates a review and possible substitution of products that may be better suited based on this amendment.

In addition, a Offerors Conferences for EP803-183135/C, EP803-183135/D, EP803-183135/E, EP803-183135/F are scheduled for the same day as the closing of EP803-183135/A.

Finally, the evaluation criteria weighting in 4.2.3 has changed to reflect a modified percentage weighting for discount percentage, installation, delivery, and typical layout pricing. This also requires us to review and possibly revise our proposal based on the change in weighting.

- A1. Refer to Amendment #4.

- Q2. At Attachment 1 to Part 4 - Financial Presentation Sheet, the full width wardrobe shows dimensions of: 1651-1753mm (65"-69") H X 558-610mm (22-24") D X 381-482mm (15"-19") W. We believe this is a typo and should be 24" – 36" (w) – please confirm.

- A2. See amendment below.

- Q3. At Attachment 1 to Part 4 – Financial Presentation Sheet, Lateral file height – would 27 ½" high be acceptable, this height will fit under our surfaces?

- A3. The proposed height is not acceptable, the specifications remain unchanged.3

- Q4. At Attachment 1 to Part 4 – Financial Presentation Sheet, would 18" deep locker be acceptable?

- A4. The proposed depth is not acceptable, the specifications remain unchanged.

- Q5. At Attachment 1 to Part 4 – Financial Presentation Sheet, item A6.1.5 – hutch mounted accessories – is plastic finish acceptable (non powder coated finish).

- A5. See amendment below.

- Q6. Based on the changes to the total financial score weighting, PSPC continues to evaluate and award points based on the discount percentage which means that it is possible that Canada could award the RFSO to a proponent with a higher net price, provided all other categories are scored equally among proponents. Is that now acceptable to Canada?

We continue to propose that the discount factor could artificially skew the ranking of bidders and result in an unfair award. However the discount percentage should be stated by each proponent for each product offered so Canada understands what percentage is being deducted from the manufacturer's published MSRP price guide. The true measure of the value to Canada of the discount percentage is its resulting net cost to Canada and that alone should be evaluated for points on the evaluation criteria

- A6. The RFSO terms and conditions remain unchanged.

- Q7. With reference to Amendment #4, Question and Answer - Series III, A2, please confirm that Canada is **not** requesting hard copies of our complete price guide for every series or combination of products we are submitting? Access to the complete catalogs will be provided with an on line link, please confirm that is acceptable?
- A7. Please refer to the RFSO for documents required at solicitation closing date.
- Q8. At Amendment #3, item 9, revised Attachment 1 to Part 4 – Financial Presentation Sheet, there are (3) material options under “MANUFACTURER'S SUGGESTED RETAIL PRICE”: Laminate, Engineered/Reconstituted/double cut veneer, and wood veneer. Does PSPC require pricing for all three materials? If Offerors submit MSRP and percentage discount for the laminate material only would that be considered non-compliant?
- A8. Offerors must complete all the requirements as listed in Attachment 1 and 2 to Part 4, including prices for Laminate, Engineered/Reconstituted/double cut veneer, and Wood veneer. An incomplete Financial Presentation Sheet would be deemed non-compliant and the Offer will not be given further consideration.
- Q9. At Attachment 1 to Part 4 – Financial Presentation Sheet, WALL MOUNTED BACK PAINTED GLASS WHITEBOARD - For respective 1 High Overhead sizes (may be from a different series but the same Manufacturer) and WALL MOUNTED BACK PAINTED GLASS WHITEBOARD - For respective 2 High Overhead sizes (may be from a different series but the same Manufacturer), (Lines #218-225 and 228-235), most case good manufactures do not specialize in wall mounted back painted glass whiteboards, would PSPC eliminate that product from the product pricing? Or allow this product to be from a different manufacture?
- A9. See amendment below.

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**THIS AMENDMENT IS RAISED TO CHANGE THE REQUEST FOR STANDING OFFER (RFSO), INCLUDING ANNEX A - STATEMENT OF REQUIREMENT. THE FOLLOWING REVISIONS ARE:**

1. At Part 4-Evaluation Procedures and Basis of Selection, 4.1 Evaluation Procedures, item (b), DELETE in its entirety and REPLACE with the following,  
  
“(b) An evaluation team composed of representatives of Canada and Jeannine Leclair from Tiree Facilities Solutions will evaluate the offers.”
2. At Attachment 1 to Part 4 – Financial Presentation Sheet, Wardrobe – Full Width (Two Doors – Wardrobe Section & Shelves Section),  
  
DELETE: “1651-1753mm (65”-69”) H X 558-610mm (22-24”) D X 381-482mm (15”-19”) W”  
  
INSERT: “1651-1753mm (65”-69”) H X 558-610mm (22-24”) D X 609-914mm (24”-36”)W”
3. At Attachment 1 to Part 4 – Financial Presentation Sheet, Wall Mounted Back Painted Glass Whiteboard – For respective 1 High Overhead sizes,  
  
DELETE: “(may be from a different series but the same Manufacturer)”  
  
INSERT: “(may be from a different series and may be from a different manufacturer)”
4. At Attachment 1 to Part 4 – Financial Presentation Sheet, Wall Mounted Back Painted Glass Whiteboard – For respective 2 High Overhead sizes,  
  
DELETE: “(may be from a different series but the same Manufacturer)”  
  
INSERT: “(may be from a different series and may be from a different manufacturer)”
5. At Attachment 1 to Part 4 – Financial Presentation Sheet, DELETE in its entirety and REPLACE with the revised Attachment 1 to Part 4.
6. At Attachment 2 to Part 4 – Minimum Offered Products List, Wardrobe – Full Width (Two Doors – Wardrobe Section & Shelves Section),  
  
DELETE: “1651-1753mm (65”-69”) H X 558-610mm (22-24”) D X 381-482mm (15”-19”) W”  
  
INSERT: “1651-1753mm (65”-69”) H X 558-610mm (22-24”) D X 609-914mm (24”-36”)W”
7. At Attachment 2 to Part 4 – Minimum Offered Products List, Wall Mounted Back Painted Glass Whiteboard – For respective 1 High Overhead sizes,  
  
DELETE: “(may be from a different series but the same Manufacturer)”  
  
INSERT: “(may be from a different series and may be from a different manufacturer)”
8. At Attachment 2 to Part 4 – Minimum Offered Products List, Wall Mounted Back Painted Glass Whiteboard – For respective 2 High Overhead sizes,  
  
DELETE: “(may be from a different series but the same Manufacturer)”  
  
INSERT: “(may be from a different series and may be from a different manufacturer)”

9. At Attachment 2 to Part 4 – Minimum Offered Products List, DELETE in its entirety and REPLACE with the revised Attachment 2 to Part 4.
10. At Attachment 2 to Annex A – Minimum Product Requirements List, Wardrobe – Full Width (Two Doors – Wardrobe Section & Shelves Section),
- DELETE: “1651-1753mm (65”-69”) H X 558-610mm (22-24”) D X 381-482mm (15”-19”) W”
- INSERT: “1651-1753mm (65”-69”) H X 558-610mm (22-24”) D X 609-914mm (24”-36”)W”
11. At Attachment 2 to Annex A – Minimum Product Requirements List, Wall Mounted Back Painted Glass Whiteboard – For respective 1 High Overhead sizes,
- DELETE: “(may be from a different series but the same Manufacturer)”
- INSERT: “(may be from a different series and may be from a different manufacturer)”
12. At Attachment 2 to Annex A – Minimum Product Requirements List, Wall Mounted Back Painted Glass Whiteboard – For respective 2 High Overhead sizes,
- DELETE: “(may be from a different series but the same Manufacturer)”
- INSERT: “(may be from a different series and may be from a different manufacturer)”
13. At Attachment 2 to Annex A – Minimum Product Requirements List, DELETE in its entirety and REPLACE with the revised Attachment 2 to Annex A.
14. At Attachment 1 to Annex A – Product Specifications, article 6.1.5, point d), DELETE in its entirety and REPLACE with the following,
- “d) Accessories and accessories element/rail must be available in the standard range of powder coat colours and must include white and black. Black plastic accessories will also be accepted.”

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