

REQUEST FOR PROPOSAL / DEMANDE DE PROPOSITION

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

(____) _____

Title – Sujet Long Service Awards and Award of Excellence Trophies	
Solicitation No. – No de l'invitation 1000339428	Date 2018-07-10
Solicitation closes – L'invitation prend fin On – le: 2018-08-20 At – À: 2:00 P.M. Time zone – Fuseau horaire: EDT/HAE Eastern Daylight Time/ Heure Avancée de l'Est	
Contracting Authority – Autorité contractante Katherine Hutton Address E-mail address See herein / Voir dans ce document	
Telephone No. – No de téléphone (613) 286-5340	
Fax No. – No de télécopieur (613) 957-6655	
Destination - Destination See herein / Voir dans ce document	

This document consists of:

- A. Questions & Answers
 - B. Amendment to the Request for Proposal (RFP)
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A. Questions & Answers

**Q1. Under Annex A – Statement of work under section 3.1 Product specifications, we had a question about the Circulation on slopes: Minimum 8% with a load
Minimum 15% without a load
What is the actual slope that must be navigated and would 10% gradeability be acceptable?**

A1. The actual slope cannot be specified because each CRA building will have a different one, which is why a minimum of 15% without a load was chosen, as it would likely be acceptable for all locations. However, CRA can accept a 10% gradeability, therefore it will be updated in the RFP. Please refer to Amendment #1 to the RFP, located in the section below.

Q2. Under the same section of Annex A – Statement of Work, it is stated that the width of individual forks (width of each fork blade) is a maximum of 25 cm (250mm) – Can you accept 254mm?

A2. Yes, CRA can accept a maximum of 25.4 cm (254mm). Please review Amendment #2 to the RFP, located in the section below.

Q3. Under the same section of Annex A – Statement of Work, it states that the enclosed operator ride on pallet transport truck must also include a Keypad start. Would a keyless, on/off switch be acceptable in lieu of a keypad?

A3. Unfortunately, a keypad is mandatory due to security reasons.

Q4. Under Annex A – Statement of Work, Section 5.0 DELIVERABLES, under section i) for the “as and when requested” work, the Contractor must supply, deliver, and assemble, (as needed), all products no later than fifteen (15) weeks from the date of receiving a Task Authorization. This delivery lead time may be difficult to achieve. Can the requirement be extended to delivery/installation within 18 weeks?

A4. The CRA agrees to extend the delivery time periods from 15 weeks to up to 18 weeks for both the “as and when requested” portion of the work, as well as for the firm requirement. CRA agrees that this is a reasonable timeframe for this commodity. Please refer to Amendment #3 to this RFP, located in the section below.

B. Amendment to the Request for Proposal (RFP)

Amend #1: Under **Annex A: Statement of Work**, section **3.0 PRODUCT REQUIREMENTS**, subsection **3.1 Product Specification**, located on pages 30-31 of 34:

DELETE the following:

3. To establish the Pricing score, the Bidder's Bid Evaluation Score (as outlined in Appendix 3 – Financial Proposal) will be divided by the total points available (2800 points) and multiplied by the ratio of 70%.

INSERT the following:

3. To establish the Pricing score, the Bidder's Bid Evaluation Score (as outlined in Appendix 3 – Financial Proposal) will be divided by the total points available (**7,000 points**) and multiplied by the ratio of 70%.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME