



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

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

**11 Laurier St. / 11, rue Laurier**

**Place du Portage, Phase III**

**Core 0B2 / Noyau 0B2**

**Gatineau**

**Québec**

**K1A 0S5**

**Bid Fax: (819) 997-9776**

**SOLICITATION AMENDMENT**

**MODIFICATION DE L'INVITATION**

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**

Communication Procurement Directorate/Direction de  
l'approvisionnement en communication  
360 Albert St. / 360, rue Albert  
12th Floor / 12ième étage  
Ottawa  
Ontario  
K1A 0S5

<b>Title - Sujet</b> Audio Visual Production Services	
<b>Solicitation No. - N° de l'invitation</b> U1400-187221/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> U1400-18-7221	<b>Date</b> 2018-10-04
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CX-024-75553	
<b>File No. - N° de dossier</b> cx024.U1400-187221	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-10-18</b>	<b>Time Zone Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Lavigne (cx024), Pierre	<b>Buyer Id - Id de l'acheteur</b> cx024
<b>Telephone No. - N° de téléphone</b> (613) 990-3140 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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Amd. No. - N° de la modif.  
001  
File No. - N° du dossier  
CX024. U1400-187221

Buyer ID - Id de l'acheteur  
CX024  
CCC No./N° CCC - FMS No./N° VME

### **Amendment to solicitation 001**

**This Amendment to solicitation is to answer questions from bidders.**

**Question 1:**

“I would like to know whether this request for proposals is the renewal of an expired contract; that is, has your client, ISED, previously issued a contract that is similar to this request for proposals?”

**Answer 1:**

No. This is a new request.

**Question 2:**

“If yes, what is the real-dollar value spent under this contract? What is the name of the supplier under this contract?”

**Answer 2:**

N/A

**Question 3:**

“What is the dollar value expected to be spent with respect to the current request for proposals?”

**Answer 3:**

The value of the contract will be revealed when the contract is awarded, following the evaluation process.

**Question 4:**

“Is it correct that only one supplier will be chosen through the selection method indicated?”

**Answer 4:**

Yes.

**Question 5:**

“Finally, with respect to mandatory technical criterion M.2, (page 18 of 44 of your request for proposals), our company possesses numerous videos that we have produced for external clients. They meet all of criteria 1 through 9, with the exception of #8 (language – both body and spoken).

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“Can your client consider videos in which there is no narrator or no speaking actors?”

**Answer 5:**

**As described, and to meet criterion M.2, each video sample must demonstrate the following elements:**

1. use of lighting,
2. camera angles,
3. graphics,
4. sound,
5. music,
6. effective use of treatment,
7. script,
8. language (both body and spoken), and
9. editing techniques.

**Question 6:**

“Is a presentation video for a client that includes point #8 acceptable? If yes, would your client accept only one video that contains point #8 so that we could bid on this request for proposals?”

“As it is written (page 34 of 44 of your call for proposals) under point 7 in the Statement of Work that ISED will

a) provide written scripts

I find it unfortunate that the video samples must all include point 8 (language – both body and spoken) since, in reality, each talent (actor and/or narrator) proposed to ISED for a video will have to be interviewed (audition with a pre-determined script) and submitted for your approval BEFORE proceeding with the selected talent(s).

“Ultimately, in light of what I have just indicated, the question is: Can your client remove point 8 (language – both body and spoken) from mandatory criterion M.2?”

**Answer 6:**

See the answer to question 5.

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**Question 7**

For section M.1 of the technical bid: can we add performed tasks that you haven't listed?

**Answer 7**

Yes

**Question 8**

We have submitted proposals for Public Works in the past, and we usually have to request a code to open a conversation in order to submit our files through Epost. Is that not required for this RFP?

**Answer 8**

Yes it is, you must follow instructions as per the 2003 Standard Instructions - Goods or Services - Competitive Requirements.

**\*\* ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION REMAIN UNCHANGED \*\***