



Addendum No. 002 of 002

Title: Cleaning Services at the Canadian Embassy in Bern, Switzerland

Solicitation Number: 19-148623

Solicitation addendum 002 is raised to provide clarification of the solicitation documents:

Q1: We would like to take part in this process, but I have difficulties to find the information such as a plan of the building or a list of all rooms including square meters. Without this information I can't calculate the cleaning services. Could you help me with this issue?

A1: The Embassy of Canada is situated in a standalone building and has a total usable area of 600m² spread on 3 floors and a basement. Due to security concerns, the Embassy of Canada is not able to share the building floor plans at this time. Bidders are encouraged to attend the mandatory site visit of the Embassy on Tuesday, January 15, 2019, at 2:00 PM, in order to better understand the requirement. During this mandatory visit, bidders will have the opportunity to do a thorough walk through of the building (offices, kitchen, bathrooms, etc) to discuss the Embassy of Canada's cleaning requirements and expectations. It will also be an opportunity to ask questions and provide more details on the process. The site visit is mandatory for all bidders wishing to submit a bid, and bidders must confirm their presence before the visit by e-mailing Canada's Representative at InternationalProposals@international.gc.ca

Q2: We wanted to inquire when the viewing takes place and how we have to confirm our presence. In the documents, January 8 2019 is given as a viewing date, but unfortunately we received the mail only yesterday evening.

A2: As per addendum 001, the mandatory site visit will be held on Tuesday, January 15, 2019, at 2:00 PM. Bidders must confirm their presence before the visit by e-mailing Canada's Representative at InternationalProposals@international.gc.ca

End of addendum 002.