



**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> Debates Producer 2019	
<b>Solicitation No. - N° de l'invitation</b> 35035-182821/B	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 35035-18-2821	<b>Date</b> 2019-05-31
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$CX-010-77075	
<b>File No. - N° de dossier</b> cx010.35035-182821	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-06-04</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Lavitt, Marie	<b>Buyer Id - Id de l'acheteur</b> cx010
<b>Telephone No. - N° de téléphone</b> (613) 990-6842 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See Herein	

**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</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)</b> <b>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>

**The purpose of this amendment is respond to Bidder's questions:**

Questions and responses during the solicitation period

**Question 1:**

In looking at Section III: Certification, we are unclear whether we need to submit additional information. From reading it, it looks like it's to be filled out if it's applicable (i.e. convicted offence), or on the "limited eligibility to bid list"

**Response 1:**

Section 5.1 in the bid package notes that the following certifications are required to be sent in with the bid;

- 5.1.1. Integrity forms if applicable - see web site for details
- 5.2.2 Integrity Provisions – see website listed for details
- 5.2.2. Federal contractors program for Employment Equity
- 5.2.3.1.1. Canadian Content Certification

Also please note section 2.3 which is another certification. Even with a joint submission, these must be addressed

**Question 2:**

The format specifies 8 1/2" x 11": does this rule out using a Presentation-style format (i.e. Powerpoint landscape format) or does this fall within this specification even though its orientation is different?

**Response 2:**

The format is 8 1/2 x 11 so it can be shown easily on a screen, without needing to scroll down or left or right, and be of readable size, as long as your power point would do that – then that is fine. We use Microsoft Office suite version from 2013.

**Question 3:**

It says the only electronic avenue for electronic submission is through epost - is this correct? We plan on sending a physical submission to the address provided but yet again I hope to send an electronic version to be sure we hit the deadline.

**Response 3:**

Yes, we are only accepting e-post. This requirement for greening purposes and efficiency is through e-post.

Solicitation No. - N° de l'invitation  
35035-182821/B  
Client Ref. No. - N° de réf. du client  
35035-182821

Amd. No. - N° de la modif.  
002  
File No. - N° du dossier  
CX010. 35035-182821

Buyer ID - Id de l'acheteur  
CX010  
CCC No./N° CCC - FMS No./N° VME

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**Question 4:**

Does the RFP need a figure in dollars for the production of the debates or just a breakdown in percentage?

**Response 4:**

No budget dollar amount is required, but there must be a percentage for each of the categories attributed and the total should equal 100%. The percentage will be only used in the event two bidders have the exact same scores on rated criteria.

**Question 5:**

Must a bidder submit by E-post, is there an alternate submission method.

**Response 5:**

It is vitally important to follow the instructions exactly and contact the bid receiving unit soonest, if you wish to use a PSPC e-post connect portal. Please note the email address in the instruction section 2.1.2.a.i. and in 2.2. This is the same as was published May 13, 2019. To be clear procurement and contracting officers do not manage any aspect of the E-post Connect service, only the bid receiving unit does. The bidder's choice of methods of using e-post connect is detailed in section 2.1. 2. b and c.

**ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL REMAIN UNCHANGED**