

RETURN BID TO/ RETOURNER LES SOUMISSIONS À :

Canada Border Services Agency (CBSA)
CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca

**Request for Proposal
 Demande de proposition**

Proposal to: Canada Border Services Agency (CBSA)
 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 des services frontaliers du Canada (ASFC)

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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments – Commentaires :

Title – Sujet: Printing Services - File Folders	
Solicitation No. – N° de l'invitation 1000344564	Date: July 8 th , 2019
Solicitation Amendment No. – N° de la modification de l'invitation 002	Date : July 16th, 2019

Solicitation Closes – L'invitation prend fin	Time Zone – Fuseau horaire
At /à: 02:00 PM (hours/heures) On/le : July 30th , 2019	<input type="checkbox"/> EST (Eastern Standard Time)/ HNE (heure normale de l'Est) <input checked="" type="checkbox"/> EDT (Eastern Daylight Saving Time)/ HAE (heure avancée de l'Est)

F.O.B. – F.A.B.		
Plant-Usine: <input type="checkbox"/>	Destination: <input type="checkbox"/>	Other – Autre: <input checked="" type="checkbox"/>
Address Enquiries to – Adresser toutes questions à: All communications related to this solicitation must be sent to: EMAIL: CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca Attn: Jordan Komery		

Telephone No. - No de téléphone: 343-291-5715	FAX No. - No de télécopieur :
Destination - of Goods and or Services: Destination - des biens et ou services : Canada Border Services Agency (CBSA) – Agence des services frontaliers du Canada (ASFC)	

Instructions: See Herein – Voir aux présentes

Delivery Required – Livraison exigée See herein – voir aux présentes	Delivery Offered – Livraison proposée
Vendor/Firm Name and Address – Raison sociale et adresse du fournisseur/de l'entrepreneur:	
Telephone No. - No de téléphone:	FAX No. - No de télécopieur :

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)	
Signature	Date

Solicitation Amendment 002 is issued to:

1. Respond to questions 6 through 8 received during the solicitation period; and/or,
2. Amend the solicitation cover page
3. Amend Attachment 1 to Part - Financial Evaluation Criteria
4. Amend Annex B, Basis of Payment

1. Questions and Answers 6 through 8

Question 6

Please let me know what the minimum requested quantity in each call-up is and what is the estimated number of call-ups in each year? If there was any similar project please let us have its call-up report.

Answer 6

The minimum quantity that we request on each call-up is 5,000 folders. The estimated number of call-ups each year is 1 (one) to 3 (three).

Question 7

According to the answer 2 in amendment No. 1, please clarify how we can put different prices for each year in annex B.

Answer 7

To clarify, it is expected of Bidder's to solely complete the Financial Evaluation Criteria (Attachment to Part 4 in their Bid. Annex B will be completed by the Standing Offer Authority upon Standing Offer Issuance.

To ensure clarity, Attachment 1 to Part 4 and Annex B will be amended to have pricing charts, per item for each year of the Standing Offer. Bidders can provide their prices for each validity year of the Standing offer. For example (The prices herein the following are for purpose of demonstrating the ability to input different Prices and will not have any consideration against the Bidder's proposed pricing):

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 1 - BSF127	Year 1	\$1,000.00	\$500.00/M	\$2,000.00	\$500.00/M	\$5,000.00	\$500.00/M
	Year 2	\$2,000.00	\$600.00/M	\$4,000.00	\$600.00/M	\$8,000.00	\$600.00/M
	Year 3	\$3,000.00	\$700.00/M	\$6,000.00	\$700.00/M	\$12,000.00	\$700.00/M
	Year 4	\$4,000.00	\$800.00/M	\$8,000.00	\$800.00/M	\$16,000.00	\$800.00/M
	Year 5	\$5,000.00	\$900.00/M	\$10,000.00	\$900.00/M	\$20,000.00	\$900.00/M

Question 8

Can you accept to extend the closing date of the subject solicitation for 1 week?

Answer 8

Yes, the closing date will be amended to July 30th, 2:00pm

2. Amend the solicitation Cover Page

The solicitation cover page has been amended to indicate the RFSO closing date. The closing date is amended to July 30th, by 2:00PM.

3. Amend Attachment 1 to Part - Financial Evaluation Criteria

At Attachment 1 to Part 4 - Financial Evaluation Criteria

DELETE: IN ITS ENTIRETY

INSERT:

ATTACHMENT 1 TO PART 4 - FINANCIAL EVALUATION CRITERIA

Offerors must provide pricing in the format specified. The evaluation will be completed on an aggregate **DDP (delivery duty paid)** basis through the addition of prices per lot and percentages. **Failure to price one of the components in the format specified will render the offer non-responsive.**

For evaluation purposes only: Items will be evaluated on a DDP basis.

Payment will be made in accordance with the quantities specified in the Call-up. Payment will be made following the complete delivery of the items to the final destination specified in each Call-up and in accordance with article 4. Payment.

Prices include all materials and operations (set-up charges, custom die-cutting, provision of proofs, production of forms and labels, provision of samples, storage, overprinting of numbering and bar codes if applicable, packaging materials, labels and their application) to supply the final product and ready it for shipping.

All shipping costs must be included in the prices stated below.

Five samples of each file folder for review and approval to the Technical Authority will be delivered free of charge.

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 1 - BSF127	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated
/M = per thousand

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 2 - BSF160	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated
/M = per thousand

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 3 - BSF461	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated
/M = per thousand

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 4 - BSF461A	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated
/M = per thousand

4. Amend Annex B - Basis of Payment

At Annex B, Basis of Payment

DELTE: IN ITS ENTIRETY

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ANNEX "B"

BASIS OF PAYMENT

Payment will be made in accordance with the quantities specified in the Call-up. Payment will be made following the complete delivery of the items to the final destination specified in each Call-up and in accordance with article 4. Payment.

Prices include all materials and operations (set-up charges, custom die-cutting, provision of proofs, production of forms and labels, provision of samples, storage, overprinting of numbering and bar codes if applicable, packaging materials, labels and their application) to supply the final product and ready it for shipping.

All shipping costs must be included in the prices stated below.

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Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 1 - BSF127	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated

/M = per thousand

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 2 - BSF160	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated

/M = per thousand

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 3 - BSF461	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated

/M = per thousand

Item and File Folder #	Standing Offer period	5,000/lot	Additional 1,000s	10,000/lot	Additional 1,000s	20,000/lot	Additional 1,000s
Item 4 - BSF461A	Year 1		/M		/M		/M
	Year 2		/M		/M		/M
	Year 3		/M		/M		/M
	Year 4		/M		/M		/M
	Year 5		/M		/M		/M

/lot = Total quantity stated

/M = per thousand