



RETURN BIDS TO:

**Canada Revenue Agency
Bid Receiving Unit**
Ottawa Technology Centre
Receiving Dock
875 Heron Road, Room D-95
Ottawa, ON K1A 1A2

RETOURNER LES SOUMISSION À:

**Agence du revenu du Canada
Réception de soumission**
Centre de technologie d'Ottawa
Quai de réception
875, chemin Heron, Salle D-95
Ottawa (Ontario) K1A 1A2

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 and/or attached hereto, the goods and/or services 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, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Bidder's Legal Name and Address (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)**

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Title – Sujet Enterprise Document Imaging and Capture Imagerie documentaire et de saisie de contenu d'entreprise	
Solicitation No. – No de l'invitation 1000344072	Date 2019-07-18
Amendment No. - N° modif. 001	
Solicitation closes – L'invitation prend fin on – le 2019-08-19 at – à 2:00 P.M. / 14 h	Time zone – Fuseau horaire EDT/HAE Eastern Daylight Time/ Heure Avancée de l'Est
Contracting Authority – Autorité contractante	
Name – Nom Chris Zaremba	
Address – Adresse - See original document/ voir document original	
E-mail address – Adresse de courriel chris.zaremba@cra-arc.gc.ca	
Telephone No. – No de téléphone (613) 697-0718	
Fax No. – No de télécopieur (613) 957-6655	
Destination - Destination See herein / Voir dans ce document	
THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT. LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ.	



SOLICITATION AMENDMENT # 001

This solicitation amendment is raised to amend the RFP.

1. AMENDMENTS TO THE RFP

1. At Annex A, Statement of Requirement:

Remove: S3, S4, S12, S21, S26, S32, S34, S38.

Replace with the following in order to correct the formatting:

S3	<p>The Software must recognize and record the operator definable document attributes and metadata produced from 1 and 2 dimensional bar codes and associate them with a specific document.</p> <ul style="list-style-type: none"> • 1-Dimensional: <ul style="list-style-type: none"> ○ Code 25 ○ Code 39 ○ Code 93 ○ Code 128 ○ EAN 2, 5, 8, and 13 ○ GS1-128 ○ Plessey (Optional) ○ ITF-14 (Optional) ○ UPC-A and UPC-E • 2 Dimensional: <ul style="list-style-type: none"> ○ Aztec Code ○ Code 16K (Optional) ○ Data Matrix ○ MaxiCode (Optional) ○ PDF417 ○ QR Code 	
S4	<p>The software must provide configurable templates to enable the importation of case-related metadata from the following file types:</p> <ul style="list-style-type: none"> • Excel 2013 (or above) spreadsheet (XLSX) • Comma Separated Values file (CSV) • Tab Separated Values file (TSV) • Extensible Markup Language (XML) 	
S12	<p>The Software must create parent-child i.e. hierarchical structures for scanned images. For example, a bank statement with associated cheques:</p> <ul style="list-style-type: none"> • Bank statement 1 <ul style="list-style-type: none"> ○ Cheque 001 ○ Cheque 002 ○ Cheque 003 • Bank statement 2 <ul style="list-style-type: none"> ○ Cheque 004 ○ Cheque 005 	
S21	<p>The Software must allow the administrator to create and assign the following case-related tasks to individual operator or groups of operators:</p> <ul style="list-style-type: none"> • Inventory preparation 	



	<ul style="list-style-type: none"> • Document preparation • Scanning • Reassembly • Quality assurance 	
S26	<p>The Software must perform OCR on the following file types:</p> <ul style="list-style-type: none"> • .PDF • .JPEG • .TIFF • .PNG 	
S32	<p>The Software must generate the following statistical reports at a minimum:</p> <ul style="list-style-type: none"> • operator statistics (ex: number of boxes scanned per employee, time spent to complete each box, number of images scanned) • error statistics • summary statistics based on each work flow stage • statistics spanning multi years (ex: number of cases created in a specific time, number of boxes per case) • Case specific statistics (ex: number of boxes completed for a case, number of boxes assigned to employees, number of boxes not yet assigned) 	
S34	<p>The Software must export:</p> <ul style="list-style-type: none"> • generated reports (including statistical reports) to searchable .PDF, .CSV and .XLSX file formats. • scanned files and associated data (including relationships that resulted from parent-child scanning) to searchable PDF format. 	
S38	<p>The Software must log an audit trail of the following events:</p> <ul style="list-style-type: none"> • Document ID • Date and time • Identification of the operator, machine and process initiating the event • Description of the event or activity. 	

2. At Annex A, Statement of Requirement, SR1:

Replace “must” with “should”.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED



QUESTION ET RÉPONSE n° 01 À LA DEMANDE DE SOUMISSIONS

La modification à cette demande de soumissions est émise pour modifier la DDP.

1. MODIFICATIONS À LA DDP

1. A l'Annex A:

Remplacer toutes les occurrences de « doit » avec « devrait ».

TOUTES AUTRES MODALITÉS DU CONTRAT DEMEURENT SANS CHANGEMENT.