



## RETURN BIDS TO:

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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

## Revision to a Request for a Standing Offer

## Révision à une demande d'offre à commandes

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

## Comments - Commentaires

## Vendor/Firm Name and Address

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

## Issuing Office - Bureau de distribution

Commercial Acquisitions & Fast Track Procurement  
Div/Div des Acquisitions commerciales et achats en  
régime accéléré  
L'Esplanade Laurier,  
East Tower 7th Floor  
140 O'Connor, Street,  
Ottawa  
Ontario  
K1A 0R5

<b>Title - Sujet</b> OFFICE SUPPLIES FOURN. DE BUREAU	
<b>Solicitation No. - N° de l'invitation</b> E60PD-19OSFB/C	<b>Date</b> 2019-08-09
<b>Client Reference No. - N° de référence du client</b> E60PD-19OSFB	<b>Amendment No. - N° modif.</b> 006
<b>File No. - N° de dossier</b> pd150.E60PD-19OSFB	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PD-150-77284	
<b>Date of Original Request for Standing Offer</b> 2019-06-13	
<b>Date de la demande de l'offre à commandes originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-08-23</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Fulham, Veronique	<b>Buyer Id - Id de l'acheteur</b> pd150
<b>Telephone No. - N° de téléphone</b> (343) 550-1625 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> AS PER CALL-UP TEL QUE COMMANDÉ	
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

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***This amendment is raised to answer questions from the Industry and to make the following modifications:***

- 1. Answer questions raised from the Industry;***
- 2. Modify EFOT in Annex C- Electronic Financial Offer Template.***

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- 1. Answer questions raised by the Industry;;***

**Question 001:**

We have gone through the list of changes and noticed some small errors. My question is- should we consider the Excel file the most up-to-date file? Here are the errors:

Answer 001:

91-Removed – Item still in spreadsheet  
803-Removed – Item still in spreadsheet  
804-Removed – Item still in spreadsheet  
1,069-Modified – Removed from spreadsheet

Answer 006:

562-Remove – Item still in spreadsheet  
608-Removed – Not removed but 607 was  
613-Removed – Item still in spreadsheet  
771-Removed – Not removed but 770 was  
1,608-Removed – Not removed but 1608 was  
1,725-Removed – Item still in spreadsheet  
1,931-Removed – Not removed but 1930 was  
1,933-Removed – Not removed but 1932 was  
1,935-Removed – Not removed but 1934 was  
2,533-Removed – Item still in spreadsheet

Answer 008:

1,882-UPC 072512007716 – Spreadsheet still has 72512007792

**Answer 001:**

The following changes have been made to the line items in Annex C's electronic attachment EFOT and will be included in the new E-file Package- August 9 2019 as Annex C- EFOT (EN) V5:

Answer 001:

91- Item remain in EFOT  
803- Removed from EFOT  
804- Removed from EFOT  
1,069- Reinstated in EFOT

Answer 006:

562- Error, 562 remains, duplicate of 563 removed  
608- Error, 608 remains, duplicate of 607 removed  
613- Reinstated in EFOT  
771- Error, 771 remains, duplicate of 770 removed  
1,608- Error, 1,608 remains, duplicate of 1,609 removed  
1,725- Error, 1,725 remains, duplicate of 1,726 removed

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1,931- Error, 1,931 remains, duplicate of 1,930 removed  
1,933- Error, 1,933 remains, duplicate of 1,932 removed  
1,935- Error, 1,935 remains, duplicate of 1,934 removed  
2,533- Error, 2,533 remains, duplicate of 2,532 removed

Answer 008:

1,882- Modified in EFOT

**Question 002:**

With the numerous messages left at CONROS, we haven't received any reply back from this manufacturer. We are unable to distribute this product. We do not consider CONROS a national brand and are requesting to remove the following products from the EFOT:

**Line Item:**

82	833	852
717	834	853
718	835	872
719	836	873

**Answer 002:**

Verifying, answer to come in next amendment.

**Question 003:**

Line item 912 is distributed in Canada under a different commercial name (Tensor or Cresswell). In our opinion, it is not a national brand. Could you remove this product from the EFOT?

**Answer 003:**

Line item 912 has been deleted from the EFOT.

**Question 004:**

In response to question 2 in Amendment 004, Canada has stated that aberrant pricing will not be reviewed with the vendor to confirm if it meets the sustainability clause of being profitable. We ask that this policy be reversed as this would result in the supplier getting 0 points for that item despite the fact that it is profitable for that vendor. Should an aberrant price be identified, we ask that Canada validate it with documentation instead of assigning 0 points. Part of a supplier's job is to work with our vendors to achieve the lowest cost possible and now these efforts will have a negative impact on all of our scores.

**Answer 004:**

Aberrant Prices are not in relations to the sustainability clause. As stated in question 2 of solicitation amendment 004: "An aberrant price is defined as a price whose deviation from the norm is so great that it has an impact on PSPC's ability to evaluation prices offered for the line item fairly".

PSPC understands that a supplier's job is to work with vendors to achieve the lowest cost possible, however an aberrant price is not the same as Sustainable Pricing in terms of profitability.

PSPC will not reverse this clause.

**Question 005:**

With regard to the EFOT, please confirm the unit of measure as the unit of measure provide for each of the following item numbers does not match the manufacturer information:

- Item 375 – ST1DT613RT states each; however, the manufacturer/common pack size is box of 100.
- Item 561 – 566 states pack of 1; however, the manufacturer pack is 2.
- Item 609 – 654-IRPT states pack of 24; however, the manufacturer pack is 16.
- Item 616 – 655-IRPT states pack of 24; however, the manufacturer pack is 16.
- Item 628 – 670-5AN states pack of 12; however, the manufacturer pack is 5. Is this  $5 \times 12 = 60$  or  $5 \times 2.4 = 12$ ?
- Item 701 – 5305 states each; however, the manufacturer states this should be a box of 100.
- Item 702 – 5309 states each of 1; however, the manufacturer states this is a box of 50.
- Item 857 – 3620-6PK states roll of 1; however, the manufacturer information states this should be a pack of 6.
- Item 859 – 3690-48x50-CLR states roll of 1; however, the manufacturer information states this should be a pack of 6 rolls.
- Item 1253 – 724301 states pack of 2; however, the manufacturer information states this should be a pack of 4.
- Item 1508 – 139360 states pack of 100; however, manufacturer information states this should be a box of 500.
- Item 1713 – BKL7-C states box of 12 but the description states 2-pk. Is this  $12 \times 2 = 24$  total or  $2 \times 6 = 12$  total?
- Item 1793 – 1806754 states box of 12; however, the manufacturer information states pack of 8. Is this  $12 \times 8 = 96$  or  $8 \times 1.5 = 12$ ?
- Item 1796 – 1813872 states box of 12; however, manufacturer information states pack of 4. Is this  $12 \times 4 = 48$  or  $4 \times 3 = 12$ ?
- Item 1807 – states box of 12 but the manufacturer information states pack of 14. Should this be  $12 \times 14 = 168$  or  $14 \times .0857 = 12$ ?
- Item 1991 – 1884739 states a box of 12; however, manufacturer information states this is a box of 36.
- Item 2033 – 56-8724 states a box of 24; however, manufacturer information states a pack of 12 boxes of 24 or 288 markers;
- Item 2075 – 1743410 states a box of 12; however, the manufacturer information states this is a pack of 4. Is this  $12 \times 4 = 48$  or  $4 \times 3 = 12$ ?
- Item 2837 – 48163 states pack of 100; however, the manufacturer states this is a sealed pack of 1000.
- Item 2973 – ZER-2 states a box of 12 but the description states a 2-pk. Is this  $12 \times 2 = 24$  or  $2 \times 6 = 12$ ?

#### Answer 005:

The following changes have been made to the line items in Annex C's electronic attachment EFOT and will be included in the new E-file Package- August 9 2019 as Annex C- EFOT (EN) V5:

#### Line Item

375- Modified	859- Modified	1,991- Modified
561- Modified	1,242- Deleted	2,033- Same
609- Modified	1,253- Modified	2,075- Modified
616- Modified	1,508- Same, pack of 100	2,837- Same, clarified it's a
628- Modified	1,713- Same, clarified	pack of 100 sheets
701- Modified	1,793- Modified	2,973- Modified
702- Modified	1,796- Modified	
857- Modified	1,807- Modified	

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Pd150

**Question 006:**

The EFOT basket - items that require clarification

Item #564 Request is for pack of 1 but product comes in a 2 pack

Item #572 Request is for each of 1 but product comes in a 2 pack

Item # 2601 Request is for box of 48 but product comes in box of 12

Item # 1974 Product comes in kit 4 fine/8 chisel markers, eraser and cleaner- unit says box of 12 -are we to price 12 kits ??

Item # 2901 says 5 pack but then asks for pack of 10 in UOI

**Answer 006:**

The following changes have been made to the line items in Annex C's electronic attachment EFOT and will be included in the new E-file Package- August 9 2019 as Annex C- EFOT (EN) V5:

**Line Item**

564- EFOT indicates pack of 12

1,974- Modified to each of 1

572- Modified

2,901- Modified

2,601- EFOT indicates box of 12

**Question 007:**

We have received a letter from AMAX to advise that line item 1,540 has been discontinued. Could you please remove this item from the EFOT?

**Answer 007:**

Line item 1,540 is deleted from the EFOT.

**Question 008:**

In Section I: Technical offer in the first paragraph: In their technical offer, Offerors must explain and demonstrate how they propose to meet the requirements and how they will carry out the Work. Do you mean a brief description of our client service or a brief company history?

**Answer 008:**

This paragraph is in relations to article 4.1.1.1 Mandatory Technical Criteria in Part 4 of the Request for Standing Offer (RFSO):

**4.1.1.1 Mandatory Technical Criteria**

The Offeror must submit the following with their offer:

- a. The Offeror must submit a company profile which demonstrates that they have the ability to perform the full scope of the work as described in the requirement.

Each of the elements below must be addressed:

- i. Company history;
- ii. Dealership status for the items offered;
- iii. Ability to honor manufacturer's warranty (as applicable) on items offered;

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- iv. Delivery methods (ex: floor of vehicles or third party transportation);
  - v. Inventory and warehousing infrastructure;
  - vi. Order management and tracking system; and
  - vii. Participation in, or certifications resulting from environmental programs/ initiatives, if any.
- b. The Offeror must accept payment by credit card.
  - c. The Offeror must certify that they have the ability to offer bilingual service in bilingual designated regions, as specified in Part 2 of this RFSO.
  - d. The Offeror must complete and submit the Electronic Financial Offer Template (EFOT) at Annex C in accordance with the instructions at Appendix 1- Instructions for completing the Financial Offer Template.
  - e. The Offeror must identify in column "Q" which items are Listed Items and which are Non-listed Items. Offerors must demonstrate that more than 50% of the items listed in the EFOT are Listed Items.
  - f. The Offeror must complete all areas of the document where they are directed to provide information in "blanks" and "fill-ins".

**2. *Modify EFOT in Annex C- Electronic Financial Offer Template.***

Annex C- Electronic Financial Offer Template is hereby modified as follow:

**Delete:** Annex C- EFOT (EN) V4

**Insert:** Annex C- EFOT (EN) V5

Annex C- EFOT (EN) V5 will be attached as an electronic attachment in E-file Package- August 9 2019.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**