

Issuing Office - Bureau de distribution Administrative
Tribunals Support Service of Canada
Finance Directorate/Procurement and Material
Management
333 Laurier Avenue West, Floor 16,
Ottawa, Ontario
K1A 0G7

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Administrative Tribunals Support
Service of Canada**

The Bidder offers to provide to Canada the goods,
services or both listed in the bid solicitation in
accordance with the conditions set out in the bid
solicitation and at the prices set out in the bid.

**Proposition aux: Service canadien d'appui aux
tribunaux administratifs**

Le soumissionnaire offre de fournir au Canada les
biens, services ou les deux énumérés dans la
demande de soumissions aux conditions prévues
dans la demande de soumissions et aux prix indiqués
dans la soumission.

Instructions: See Herein
Instructions: Voir aux présentes

Comments:
THIS DOCUMENT CONTAINS A
SECURITY REQUIREMENT

Commentaires :
LE PRÉSENT DOCUMENT COMPORTE
D'EXIGENCE DE SÉCURITÉ

Title - Titre	
Court Reporting and Transcription Services	
Solicitation No. - N° de l'invitation 20190726 Amendment No. 002	Date October 24, 2019
Solicitation closes - L'invitation prend fin	Time Zone - Fuseau horaire
At - à : 2:00 PM	EST (Eastern Standard Time)
On - le : December 3, 2019	
Return bids to - Retourner les soumissions à :	
procurements-achats@tribunal.gc.ca	
**Please clearly indicate the Request for Proposal (RFP) reference number in the Subject line of your email	
**Veuillez indiquer clairement le numéro de référence de la demande de proposition (DDP) dans l'objet du courriel.	
Address inquiries to - Adresser toutes questions à :	
Paula Todorovic	
Email : procurements-achats@tribunal.gc.ca	
Delivery required - Livraison exigée	
See Herein / Voir aux présentes	
Destination	
See Herein / Voir aux présentes	
Supplier Name and Address - Nom et adresse du fournisseur	
Telephone No. - N° de téléphone :	
Facsimile No. - N° de télécopieur :	
Name and title of person authorized to sign on behalf of supplier (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)	
Signature : _____	
Date : _____	

Court Reporting and Transcription Services

AMENDMENT N° 002

Amendment 002 is raised to

- 1) answer questions from industry.

1) ANSWER QUESTIONS FROM INDUSTRY

Question 13:

For the transcription services listed in Tables 2, 7, 12, 17, and 22, does that include transcription of client-supplied audio (i.e. proceedings that have been recorded by the Tribunal itself using DARS, VIQ, or any other in-house recording system), or does it only apply to the transcription of proceedings for which the bidder has also provided court reporting services?

Answer 13:

The transcription Services listed in tables 2, 7, 12, 17 and 22 include transcription of client supplied audio.

Question 14:

Are the Tribunals covered by this Contract compelled to use the services of the successful bidder, or are they permitted to negotiate separate agreements with other firms for the provision of these services?

Answer 14:

Tribunals covered by this Contract will be using the services of the successful bidder, with the exception of the Transportation Appeal Tribunal of Canada who will use the Contract only for proceedings with a security requirement.

**ALL OTHER TERMS AND CONDITIONS OF THIS RFP
REMAIN UNCHANGED.**