



SEN-066 19/20

**PROVISION OF SIMULTANEOUS INTERPRETATION
EQUIPMENT AND SERVICES**

QUESTIONS AND ANSWERS #1

Question 1:

In Annex B – Basis of Payment, table 1.0 – Technical Services, line item 1d, we are required to enter the shipping cost per stream.

In Annex A – Statement of Requirement, point 3. Location of Work, two cities are listed per stream and it is stated that the listing of cities is not exhaustive.

Our cost of shipping will be directly related to the city where the event is taking place.

Could you confirm how you would like us to complete field 1d. of Annex B?

Answer 1:

The Senate of Canada requests that the cities listed in Annex A – Statement of Requirement, point 3- Location of Work be used as examples to provide estimated costs per stream.

Question 2:

In Annex B – Basis of Payment, table 1.0 – Technical Services, we are required to enter the cost for the total technical services.

If you could please confirm that we have to factor in how many hours of work will be required in order to fully execute the event and enter this cost in the total technical services section?

Answer 2:

Yes, you have to factor in how many hours of work that will be required to fully execute the event and enter this cost in the total technical services section.

Question 3:

In Annex B – Basis of Payment, Table 3.0 – Equipment Rental Services, no quantities are listed for the equipment. Should the bidders include the appropriate number for each unit in order to provide a complete setup for a large group?

Answer 3:

Yes, the Bidders should include the number for each unit in order to provide a complete setup for a large group.

Question 4:

Is it possible to receive an electronic copy of Annex E – Direct Deposit Form, or a link to access it online? The copy attached to the RFSO is not fillable.

Answer 4:

The Senate of Canada requests that the form provided, be manually completed.