



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

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

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Linguistic Services Division / Division des services  
linguistiques

Les Terrasses de la Chaudière

10, rue Wellington, 5e étage

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Interpretation services	
<b>Solicitation No. - N° de l'invitation</b> EN960-202683/A	<b>Amendment No. - N° modif.</b> 008
<b>Client Reference No. - N° de référence du client</b> 20202683	<b>Date</b> 2020-04-01
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZF-526-37471	
<b>File No. - N° de dossier</b> 526zf.EN960-202683	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-04-17</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Payer, Manon	<b>Buyer Id - Id de l'acheteur</b> 526zf
<b>Telephone No. - N° de téléphone</b> (613) 720-9492 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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### **Amendment 008**

The amendment no. 008 is raised to advise you that the questions and answers **38 and 81** have been revised.

#### **Question and answer 38 revised**

38. Are the two duly completed annexes E and F the only documents to be sent to Bid Receiving Unit and how many copies do we need to send?

Answer: The documents to be completed and grouped by section are as follows and only one copy is required as you can only send your bid either by fax or by Epost Connect.

Section I: Technical Bid  
Section II: Financial Bid  
Section III: Certifications

#### **Section I: Technical Submission**

Page 1 of the Request for Proposal: You must complete the information in the box at the bottom left of the page.

- Legal name and address of supplier/contractor
- Phone number
- Fax No.
- Name and title of the person authorized to sign on behalf of the supplier/contractor (type or print).
- Signed and dated

#### **Section II: Financial Proposal**

- Attachment 1 of Part 3 - Pricing Schedule – Enter your Basic Daily rate for the interpretation services that you wish to bid on. (Page 10 of the RFP)
- Attachment 2 to Part 3 - Electronic Payment Instruments; select the desired payment method. (Page 11 of the RFP).

#### **Section III: Certifications**

Complete all sections of the Annex E – Response Form and sign this form which is on page 36. You must also sign at the bottom of page 39 section 3.2.1 Status and Availability of Resources (Annex E is a total of 6 pages from 36 to 41 in the RFP).

Annex F - Integrity Declaration Form - To be completed if you or the Offeror, your affiliates or any of your directors, have been convicted of or pleaded guilty to an offence or similar offence committed in Canada or elsewhere under any of the provisions listed on the form. (Pages 42 and 43 of the RFP).

#### **Question and answer 81 revised**

81. Question: If the business proposal for interpretation services for a freelancer is selected, how will the value of the contract awarded by the Translation Bureau be determined?

Answer: The contract amount for a typical freelancer will be based on the value of the historical annual business volume with the Translation Bureau. Specifically, the Translation Bureau will compare the last three completed fiscal years and determine the contract amount based on the year with the highest volume of business.

Example: In the last three fiscal years, Jean's interpretation business volume was \$20,000 for 2016-17, \$18,000 for 2017-18 and \$40,000 for 2018-19. The Translation Bureau will therefore consider the year 2018-19 (\$40,000) to determine the value of the contract awarded to Jean.