



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

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

Title - Sujet Office Supplies Kits	
Solicitation No. - N° de l'invitation 45045-190141/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client 000011620	Date 2020-04-30
GETS Reference No. - N° de référence de SEAG PW-\$\$\$PD-150-78656	
File No. - N° de dossier pd150.45045-190141	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-06-09	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Fulham, Veronique	Buyer Id - Id de l'acheteur pd150
Telephone No. - N° de téléphone (343) 550-1625 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de Sollicitation 45045-190141/A	Amd/Amend 01	Buyer - Id de l'acheteur Pd150
File No. - N° du dossier 45045-190141		Client Ref. No. - N° de ref. du client

This solicitation amendment 001 is raised to make the following changes;

1. *Answer questions raised by the Industry;*
2. *Modify Part 4- Evaluation Procedures and Basis of Selection, article 4.1.2.1 Mandatory Technical Criteria, Table 1- Mandatory Criteria, criteria 1.1.*

1. *Answer questions raised by the Industry;*

Question 001:

Table 1 – Mandatory Criteria

1. Office supplies Kits

1.1 The Bidder must provide a photo of the Office Supplies Kit A and Kit B, as well as all items requested in each box.

My question is:

Will a picture of the proposed box with stock product images of the items be acceptable? Or must the Bidders actually purchase the items and build sample kits?

Answer 001:

Given the current situation and state of the market caused by the pandemic, we will accept a detailed specification sheet and pictures describing:

- Box – specific dimensions and quality;
- Box label – specific dimensions and detail; and
- Supplies – specific brand names and product numbers of supplies.

Note: Each kit must be contained in one box (all supplies must be in one box, one kit cannot be comprised of multiple boxes). Bidder is also responsible for shipping therefore Bidder should take this consideration when choosing a box (box must be strong enough to withstand shipping/warehousing, big enough to hold all supplies packed compact enough to accommodate economical shipping costs).

Question 002:

Annex A – Statement of requirement, Section 3 – Requirements:

g. The Contractor must have sufficient quantities of supplies available. There must not be any backordering due to time constraints. The Census production period encompasses a short prescribed amount of time, and any delays in receiving required materials to perform operations can cause major risk to its success.

My question is twofold:

1. What will be the timeline for awarding the contract? In other words, how much time will the successful Bidder have to obtain the products and construct the kits?

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File No. - N° du dossier 45045-190141		Client Ref. No. - N° de ref. du client

2. If the specified manufacturers do not have adequate stock levels, will the successful Bidder be able to negotiate with Canada to provide a substitute product, for example: if Sharp does not have the required 2260 calculators # EL377WB – will you allow for substitutions?

Answer 002:

1. After the Phased Bid Compliance Process is complete, the winning Bidder will be awarded the contract as soon as possible. This evaluation period could take up to 2 weeks after bid closing (June 9th). As stated in our Statement of Requirement, the first quantity of kits must be delivered to the warehouse by September 30th, 2020 (Kit A - 300; Kit B - 200). The remainder in warehouse by December 31st, 2020 (Kit A - 125; Kit B - 1635).
2. We (Canada) will negotiate with the Bidder to provide a substitute but we must have final approval of the suggested substitute to ensure the product meets our requirements (specifications and quantities) for the activity it is intended for.

2. *Modify Part 4- Evaluation Procedures and Basis of Selection, article 4.1.2.1 Mandatory Technical Criteria, Table 1- Mandatory Criteria, criteria 1.1;*

Part 4- Evaluation Procedures and Basis of Selection, article 4.1.2.1 Mandatory Technical Criteria, Table 1- Mandatory Criteria, criteria 1.1 is hereby modified as follow:

Insert:

1.1 Additional Evaluation Guidelines

Given the current situation and state of the market caused by the pandemic, the Bidder can provide a detailed specification sheet and pictures describing:

- Box – specific dimensions and quality;
- Box label – specific dimensions and detail; and
- Supplies – specific brand names and product numbers of supplies.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.