



**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

<b>Title - Sujet</b> Office Supplies Kits	
<b>Solicitation No. - N° de l'invitation</b> 45045-190141/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> 000011620	<b>Date</b> 2020-05-13
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$\$PD-150-78656	
<b>File No. - N° de dossier</b> pd150.45045-190141	<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 2020-06-09</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<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>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>

Solicitation No. - N° de Sollicitation 45045-190141/A	Amd/Amend 03	Buyer - Id de l'acheteur Pd150
File No. - N° du dossier 45045-190141		Client Ref. No. - N° de ref. du client

*This solicitation amendment 003 is raised to make the following changes;*

1. *Answer questions raised by the Industry;*
2. *Modify Annex A- Statement of Requirement, article 3. Requirements, sub-article 3.1 Contents of Crew Leader Office Supply Kits, Office Supplies Kit A.*

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1. *Answer questions raised by the Industry;*

**Question 001:**

Under Item 3 of section 4.1.3.b (Evaluation of Price): "Although Canada reserves the right to award the Contract either on an FOB plant or FOB destination, Canada requests that Bidders provide prices FOB their plant or shipping point and FOB destination. Bids will be assessed on an FOB destination basis." Should Bidder submit a quote based on the FOB destination basis only or quotes using both FOB bases?

**Answer 001:**

As bids will be evaluated on an FOB destination basis, Canada requests that Bidders submit pricing using FOB destination.

Financial bids must be in Canadian dollars, Delivered Duty Paid (DDP) at destination, Incoterms 2000, Canadian Custom Duties and Excise Taxes included where applicable and Applicable Taxes extra.

**Question 002:**

For WESTCOTT KLEENEARTH 7" ANTIMICROBIAL STRAIGHT SCISSORS with Product No: 15582, we noted most suppliers have this product with same Product No without the "Antimicrobial" description. Kindly confirm if we can supply a product without this descriptive term or this term is a definitive description of this product?

**Answer 002:**

Yes, a product without this descriptive term is acceptable.

**Question 003:**

For PAPERMATE INKJOY 300ST BALLPOINT PENS, 0.7MM, BLACK with Product No: 1959314, we noted difficulty from suppliers in quoting for this Product No with the exact product description. We got responses with the following product description for Product No 1959314: PaperMate Inkjoy Gel Pens, Retractable, Medium 0.7mm, Black. This is not exactly as specified.

We, however, received a response of a product with the description "Paper Mate Inkjoy 300 Extra-smooth Ballpoint Pen 0.7mm, Black" with a different Product No 1951374 that seems to have a similar description to your specification.

Kindly reconfirm the accuracy of the required Product No and the associated product description.

**Answer 003:**

Continue with product no. 1959314 PaperMate Inkjoy Gel Pens, Retractable, Medium 0.7mm, Black - even if the product description varies slightly.

**Question 004:**

<b>Solicitation No. - N° de Sollicitation</b> <b>45045-190141/A</b>	<b>Amd/Amend</b> <b>03</b>	<b>Buyer - Id de l'acheteur</b> <b>Pd150</b>
<b>File No. - N° du dossier</b> <b>45045-190141</b>		<b>Client Ref. No. - N° de ref. du client</b>

For ZEBRA SARASA GEL PENS, RETRACTABLE, 0.7MM, RED with Product No: 22230, we noted a product with Product No: 22230-0 with "Z-Grip" and 1.0mm tip size description (type of item 10 on the attached list). However, we saw another gel pen with Product No 46830 having the following product description: "Zebra Sarasa Retractable Gel Pen, Red, Medium 0.7mm (type of item 2 on the attached list). I have attached a list & pictures of all Gel Pen from Zebrapen Canadian website for reference. Kindly re-clarify on the exact gel pen required to supply.

**Answer 004:**

Please continue with product no. 22230-0.

**Question 005:**

For WESTCOTT® 30CM/12" CLEAR ACRYLIC RULER with Product No 85030, we noted a similarly described product on "Westcott.com" website with Product No: 10562, as well as different Product Nos e.g. 38258 and 20020-0 for a similar product from different suppliers. Can we buy any of these similarly described products?

**Answer 005:**

Yes, as long as the product is similarly described and the price does not exceed our initial product.

**Question 006:**

In regards to this solicitation, Amendment 002, Q&A #002: Product #54132 is replaced with #51056 on the Office Supplies Kit B. As the product/product codes are identical in both Kits A & B, would this also apply to the Writing pads in Kit A? Please advise.

**Answer 006:**

Yes, this would also apply to writing pads in Kit A, same notepad in both kits.

**2. Modify Annex A- Statement of Requirement, article 3. Requirements, sub-article 3.1 Contents of Crew Leader Office Supply Kits, Office Supplies Kit A;**

Annex A- Statement of Requirements, sub-article 3.1 Contents of Crew Leader Office Supply Kits, Office Supplies Kit A is hereby modified as follow:

**Delete:**

19.	Writing paper pad	40 pads	HILROY PERFORATED PADS 8 1/2 X 11	54132
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**Insert:**

19.	Letter Size Writing Paper Pads	40 pads	HILROY ENVIRO PLUS, LETTER SIZE, WHITE, 8MM WIDE RULED, 50 SHEETS/PAD, 5 PADS/PACK	51056
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**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**