



Procurement and Contracting Services
30 Victoria Street
Gatineau, Quebec K1A 0M6

REQUEST FOR PROPOSAL AMENDMENT

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

RFP Amendment No. 1	RFP Amendment Date: May 21, 2020
Office of the Chief Electoral Officer File No. ECCS-RFP-20-0026	
Title: EC20909 – Clear Plastic Badge Holders	
Request for Proposal Closing Date: June 23, 2020 at 1:00 p.m. (Gatineau time)	
ENQUIRIES – address enquiries to the Contracting Authority: Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6 proposition-proposal@elections.ca	
Attention: Chantal Sabourin	Email: proposition-proposal@elections.ca

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal bearing number ECCS-RFP-20-0026 and dated May 11, 2019 (the “RFP”). This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

Part 2. Questions and Answers

The following question(s) have been asked in response to the Request for Proposal and Elections Canada hereby answers as follows:

2.1 Question No. 1

Question:

ANNEX A – Page 2

Kindly confirm that the tender will be for one shipment of both A & B QUANTITIES below for a total of 560,000 pieces total for the initial order:

4. QUANTITY:

- a) Package of 10 8,000 packages of 10 (holder and cord) Total quantity: 80,000 holders and cords
- b) Package of 20 24,000 packages of 20 (holder and cord) Total quantity: 480,000 holders and cords

Answer:

Correct there are a total of 560,000 Badge Holders when the two types of packaging are combined.

2.2 Question No. 2

Question:

How many days notice (approximately) will the awarded bidder be given to produce and deliver the goods for the October 15th 2020 deadline for initial order ?

Answer:

Elections Canada is currently not in a position to determine the number of days' notice that a contractor will be given. This will all depend on the number of proposals received and when the contract will be awarded.

2.3 Question No. 3

Question:

We have gone through that RFP document, But in the statement of work, it shows lengths, dimensions for everything. But, it doesn't indicate if you are looking for any particular thickness. If you have any particular requirement for thickness to follow, otherwise we can go ahead with the regular thickness of this product.

Answer:

A thickness of 0.25mm per layer (each side of the holder) can be used and a 20% tolerance is acceptable.

2.4 Question No. 4

Question:

Is the last awarded price available?

Answer:

Elections Canada is not in a position to provide this information.

2.5 Question No. 5

Question:

Can you accept imported goods from China?

Answer:

Yes, provided it follows Government guidelines related to COVID-19 and the final product meets the specifications and that the mandatory delivery date is met.

2.6 Question No. 6

Question:

Can we submit this tender via email ?

Answer:

Yes, you can submit through Epost Connect, please refer to the Request for Proposal on instructions on how to submit electronically.

2.7 Question No. 7

Question:

Can you please specify what the PVC plastic material thickness is for the badge.

Answer:

Please refer to question 3 of this amendment.