



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: June 11, 2020
Office of the Chief Electoral Officer File No. ECCAD-RFP-20-0027	
Title: EC 50260 – Blue Ballpoint Pen	
Request for Proposal Closing Date: June 30, 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: Charles Antoine Duquette	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 ECCAD-RFP-20-0027 and dated May 20, 2020 (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:

I would like to submit more than one pen model for sample, please advise if that is possible (we will make sure cost per unit does not change).
How many sample pens will be required like one or two for evaluation?

Answer:

The winning bidder can send as many pen models as they wish, but only one model will be selected and it must conform to the specifications and the price quoted in the bid.

2.2 Question No. 2

Question:

Our company is interested in submitting proposal for the same and wondering if there is a way to find out about the last bid or a target price for this item ? If that is an option. I tried looking up online but couldn't find anything. Was wondering if such information is available based on the last contracts or not? Can you please advise?

Answer:

Elections Canada is not in a position to provide the price from the last productions.

2.3 Question No. 3

Question:

When is the deadline to sending the ball pen samples for you?

Answer:

The winning bidder must send the samples after the contract has been awarded. It is the responsibility of the supplier to send the samples in the briefest delay to ensure the delivery date is respected.

2.4 Question No. 4

Question:

Please kindly provide us the previous bidder authorized price of this ruler case, if it's available.

Answer:

Please refer to question and answer # 2, listed above.

2.5 Question No. 5

Question:

As per the document TIP Size is Medium, Please advise if you accept 0.6 mm or it has to be 0.8 mm (Medium)

Answer:

The acceptable point size for a medium tip ballpoint pen is between 1.0 – 1.2 mm. A point size between 0.6 – 0.8 mm is not acceptable as it is considered a fine point pen.

2.6 Question No. 6

Question:

From the date of bid closing, If we are a successful bidder, how many days it will take for the result and contractor signing so that we can plan accordingly the manufacturing time.

Answer:

Elections Canada is not a position to provide an exact time line for this process. A number of factors are to be considered as to how many suppliers bid. We will complete the evaluation as soon as possible and advise suppliers accordingly.