



**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.

<b>RFP Amendment No.</b>	<b>RFP Amendment Date:</b>
4	July 29, 2020
<b>Office of the Chief Electoral Officer File No.</b>	
ECCS-RFP-20-0128	
<b>Title:</b>	
EC50450 Envelope: Ballots Cast for a Candidate	
<b>Request for Proposal Closing Date:</b>	
August 5, 2020 at 1:00 p.m. (Gatineau time)	
<b>ENQUIRIES – address enquiries to the Contracting Authority:</b>	
<b>Office of the Chief Electoral Officer of Canada</b> Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6  proposition-proposal@elections.ca	
<b>Attention:</b>	<b>Email:</b>
Chantal Sabourin	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-20-0128 and dated July 16, 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. 7

Question:

Below Envelop opening Flap logo will use or not ASP(?) art work design , This print logo use flap inside or outside kindly advise and share pure design and measurements .



Answer:

The logo that is printed on the flap will be centered on the flap as shown in the image. A print-ready PDF file, showing the exact measurements, will be sent to the winning bidder upon issuance of the contract. The logo is printed on the outside of the flap. As for the packaging boxes, the winning supplier can choose the dimensions of the boxes as long as they do not exceed 35lbs and are labeled as per the specifications.

## 2.2 Question No. 8

### Question:

Is that possible to extend the delivery from November 5, 2020, to January 7 ? Actually we would ideally need 90 days to produce a batch of envelopes and ship them to a location. Also due to exceptional circumstances of COVID-19, there are lots of global shipping/transportation issues.

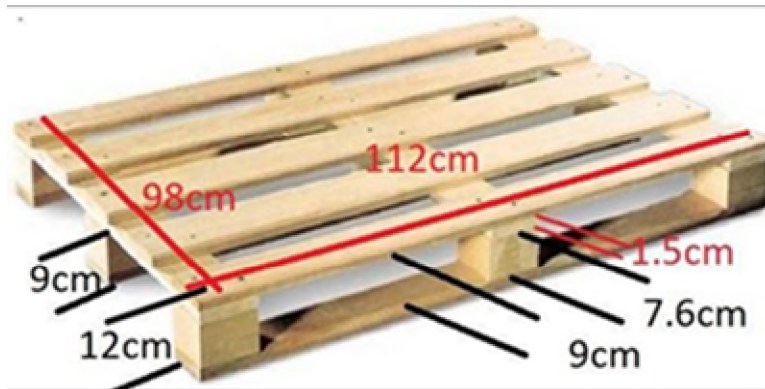
### Answer:

Due to operational requirements and tight deadlines, we cannot extend the delivery date. The delivery date of November 5 is mandatory.

## 2.3 Question No. 9

### Question:

Is that possible to let us know if pallet size is acceptable?



### Answer:

The pallets must be exactly as per the specifications, the Distribution Center will not accept the pallets shown in the picture above. If possible, the winning supplier can pick up approved pallets from the Distribution Center in Ottawa if they wish to do so.

## 2.4 Question No. 10

### Question:

Any chance of having a couple extra days to submit pricing ?

### Answer:

Due to operational requirements, we cannot extend the bid closing date nor the delivery date.