



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

INVITATION TO QUALIFY AMENDMENT

The Invitation to Qualify is hereby amended; unless otherwise indicated, all other terms and conditions of the Invitation to Qualify remain the same.

ITQ Amendment No.	ITQ Amendment Date:
4	November 3, 2020

Office of the Chief Electoral Officer File No.
ECTD-ITQ-0321

Title:
Regional Media Advisor Services

Invitation to Qualify Closing Date:
November 10, 2020 at 2:00pm (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:	Tel No.
Tiffany Denny	343-548-8470

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Invitation to Qualify for Regional Media Advisor Services bearing number ECTD-ITQ-0321 and dated October 8, 2020 (the "ITQ"). This amendment hereby forms part of the ITQ.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the ITQ and used in this amendment shall have the same meanings assigned to them in the ITQ.

Part 2. Questions and Answers

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

2.1 Question No. 11

Question:

- a) I understand I am submitting a separate document for the following. Could you please confirm if I am correct?
- M1- CV
 - M2 - Language requirement. I am now submitting Amendment 3 where I check the correct box - French or English.
 - M3 - two media releases
- b) Part 6 Information - I understand that I will copy all of the information on this page into a new document, fill in the details under 6.2.3 and provide this as a separate document in my application.
- c) Response Submission Form - I will complete this form, and submit it as a separate document.
- d) SRCL - I will complete this form and submit it as a separate document.
- e) The Response Submission Form;
What information should I put in Security Clearance Level of Bidder?
What information should I put in Security Clearance Level of Bidder's Resources?
- f) SRCL - Do I need to complete Section 17 of this form?

Answer:

- a) Correct, however, for M2 you must still indicate your level of proficiency in the language to which you will provide services as a Regional Media Advisor.
- b) This is not required and will be completed internally. The same information will be captured in the Form 1 – Response Submission Form.
- c) Correct
- d) This is not required; the Security Requirements Checklist (SRCL) simply advises that there may be a requirement for the Respondent or the Respondents proposed resource to have a valid Reliability Security Clearance.
- e) If the Respondent or the Respondents proposed resource does not have a valid Government of Canada Security Clearance then you may indicate so. Note that during Phase 2 Request for Proposal, it will be a requirement for the Respondent or the Respondents proposed resource to have a valid security clearance. Should you wish to gain further insight into obtaining a security clearance you may visit the following website -
<https://www.tpsgc-pwgsc.gc.ca/esc-src/personnel/index-eng.html>
- f) The Security Requirements Checklist (SRCL) is not required to be completed.