

PR 100222776 Interpretation services

Question #1: What is the anticipated value of the resulting contract?

Answer #1: The resulting contract value will be determined using the proposal of the winning bidder. As such, this requirement is estimated above the Canada-Korea Free Trade Agreement of \$100,000 including taxes.

Question #2: M5 states 30 min. usage per month. This seems very low. Is it an accurate estimation of volume? We understand that there are no guarantees, but appreciate an estimate in good faith.

Answer#2: Interpretation services might reach approximately 15 000 minutes per month (approximately 50 calls of 10 minutes per day 7 days a week), but this may change based on how the COVID-19 situation evolves. A revision to the technical criteria is attached.

Question #3: 4.1.1.1 mentions CVs and proposed resources, but the mandatory and point rated requirements do not mention specific individual resources. With the understanding that a large pool of interpreters would be used to cover numerous languages, please confirm that bidders can discuss generally about their team of resources as required in the evaluation criteria (i.e. no specific names or CVs).

Answer#3: 4.1.1.1 addresses what a bidder must provide if they are requested in the technical criteria. If these elements are not identified as being required to demonstrate within the bidder's proposal, they are not required.

Question# 4: M5 requires bidders to detail the costs associated with the requirement, yet the Basis of Payment asks only for an hourly rate. Please confirm the following:

- Pricing information should only appear in the Financial Bid, correct?.
- What should be included in the Technical Bid in response to M5?
- How will the bidder's evaluated price/score be calculated?

Answer#4:

- Pricing information should only appear in the section III Financial Bid.
- A revision to M5 of the Technical bid is attached
- The bidder's evaluated price/score shall be evaluated using their financial proposal in correlation to the Basis of Selection as identified at the paragraph 4.2 of the Request for Proposal.

Please note that an amendment to the Basis of Payment section is attached replacing that of the one contained in the RFP

-

Question#5: Please confirm that all interpretation under this contract would be or can be done over the phone.

Answer#5: It is anticipated that the interpretations services will be done either by phone or virtually with the majority being by phone.

Question #6 In response to R1, please confirm that bidders only need to list the languages for which they can provided the services as described in the RFP.

Answer#6: Bidders must provide a list of the all languages they are submitting for under this RFP.

Amendment 1 #to the Request for Proposal 1000222776

Amendment 1 to the Request for Proposal is raised to:

1. Modify the Technical Criteria by removing M5 in its entirety;
2. Delete the section 6.7.1 Basis of Payment – Firm Hourly Rates and replace with the following:

6.7.1 Revised Basis of Payment - Firm hourly rates

Contractor will be paid firm **hourly rates** as follows, for work performed in accordance with the Contract. Customs duties are excluded and Applicable Taxes are extra.

Initial Period	Services	Hourly Rate (A)	Estimated Level of Effort per month (hours) (B)	Period of Contract (Months) (C)	Total estimated contract value (D) (A) X (B) X (C)
Contract award to March 31 2021	Interpretation services	\$	Up to 250 hrs	3	\$

Option period #1	Services	Hourly Rate (A1)	Estimated Level of Effort per month (hours) (B1)	Period of Contract (Months) (C1)	Total estimated contract value (D1) (A1) X (B1) X (C1)
April 1 to July 31 2021	Interpretation services	\$	Up to 250 hrs	4	\$

Option period #2	Services	Hourly Rate (A2)	Estimated Level of Effort per month (hours) (B2)	Period of Contract (Months) (C2)	Total estimated contract value (D2) (A2) X (B2) X (C2)
August 1 to November 30 2021	Interpretation services	\$	Up to 250 hrs	4	\$

Total Evaluated Contract Price: D + D1 + D2 = _____