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NA  
Ontario

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise  
indicated, all other terms and conditions of the Solicitation  
remain the same.

Ce document est par la présente révisé; sauf indication contraire,  
les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**  
Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**  
Public Works and Government Services Canada  
Ontario Region  
10th Floor, 4900 Yonge Street  
Toronto  
Ontario  
M2N 6A6

<b>Title - Sujet</b> Janitorial Cleaning Services Services de nettoyage et d'entretien	
<b>Solicitation No. - N° de l'invitation</b> W0113-20CS06/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> W0113-20CS06	<b>Date</b> 2020-12-11
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-024-7988	
<b>File No. - N° de dossier</b> TOR-0-43051 (024)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Standard Time EST <b>on - le 2020-12-18</b> Heure Normale de l'Est HNE	
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Brewster, Shannon	<b>Buyer Id - Id de l'acheteur</b> tor024
<b>Telephone No. - N° de téléphone</b> (647) 273-1369 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> Raison sociale et adresse du fournisseur/de l'entrepreneur	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> (type or print) <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## SOLICITATION AMENDMENT No. 002

This solicitation amendment No. 002 is raised to:

- 1) Publish questions and answers that have been received in relation to this solicitation; and
- 2) Amend the solicitation.

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- 1) The following Questions and Answers have been provided:

**QUESTION 1:**

*"Do staff require uniforms?"*

**ANSWER 1:**

Uniforms are not mandatory but CFB Borden has a dress standard that must be adhered to by all personnel.

**QUESTION 2:**

*"Can you provide a current paper product and soap list? Usages?"*

**ANSWER 2:**

We are unable to provide the above information from the incumbent however the following is a list of products that were used when the buildings were cleaned by DND. The below usage is for the 2015 year.

- CCDB240 Cascade Pro 2Ply Jumbo Toilet Paper roll: quantities 1098 Cases
- CCDB180 Cascade Pro 2ply standard Toilet paper roll: quantities 3336 Cases
- DEDCL1L Deb Refresh clear foam hand soap: quantities 592 Cases
- KCI01000 Scott High Capacity White Paper Towel 1000': quantities 2122 Cases
- CCDH235 Cascade Pro Brown Paper towel 1 ply 350': quantities 582 Cases
- AMZ42426 Pink Mist Lotion Hand Soap: quantities 492 Cases
- AMZ40590A Pro Series foaming hand soap: quantities 244 Cases

**QUESTION 3:**

*"Can square footage of buildings be provided for hanger/bay space that has no cleaning requirements?"*

**ANSWER 3:**

No, the appendices in the solicitation breaks down the expectations of each building and all bidders have same square footage requirements to submit their bids against. We can confirm that in Appendix 1 to Annex A, the buildings in line items 38-44 and 46 all have hanger/bay areas that do not require cleaning.

**QUESTION 4:**

*"Is there an expectation to track down personnel to get them to open offices when they are locked?"*

**ANSWER 4:**

No, the expectation is to create timings for office cleaning and if those individuals are not there, this will not reflect on the inspection sheets as long as it is annotated.

**QUESTION 5:**

*"Is there storage space for extra materials?"*

**ANSWER 5:**

In all buildings there are janitorial rooms and there are a few pallet spaces in two of the larger buildings for product. A site area can be provided for 2 storage containers but all rental fees and costs accrued are responsibility of contractor.

**QUESTION 6:**

*"Are there extra requirements for staff that clean the buildings with children?"*

**ANSWER 6:**

Yes. Names are to be provided to Site authority of all staff that will be cleaning buildings T118, T126, T149, E182 and E123. We will provide the Vulnerable Sector Check for those persons.

**QUESTION 7:**

*"Is cleaning equipment, chemicals/products or maintenance of equipment provided by the site?"*

**ANSWER 7:**

No. The successful bidder must provide all cleaning equipment, maintenance for their equipment and chemicals and products. DND can provide people to help with delivery of equipment into buildings if necessary as CFB Borden has older buildings with no elevators or forklift access.

**QUESTION 8:**

*"Is there proper loading bays or receiving areas at all buildings?"*

**ANSWER 8:**

No, it is highly recommended that your supply truck be equipped with a lift.

**QUESTION 9:**

*"Can we request in the quote to increase some pay, as I can see the next increase will be in not less than 2 years, -Can I quote with an annual bonus for the workers?"*

**ANSWER 9:**

All pricing must be in accordance with Annex B and the tables provided must be used when submitting a financial proposal.

**QUESTION 10:**

*"Should we have a list of people working in different buildings? Can we meet the workers to a set up a meeting before starting the contract?"*

**ANSWER 10:**

How the winning bidder manages their resources under the Contract is up to them including setting up a meeting before the start of the contract.

**QUESTION 11:**

*"How long would take for the current month invoiced to be paid?"*

**ANSWER 11:**

As per our General Conditions 2035, Article 16 Payment Period, Canada's standard payment period is 30 days.

**QUESTION 12:**

*"Do we need to submit the monthly invoice and if so when: the beginning of the end of the month?"*

**ANSWER 12:**

All invoices must be submitted in accordance with Part 7, Article 7.8 and they are to be submitted at the end of each month.

**QUESTION 13:**

*"If the company commission will be in the price of the Square Meter or you need the break down after the total of expenses?"*

**ANSWER 13:**

Pricing must be in accordance with Annex B and there are no provisions for any breakdown costs.

**QUESTION 14:**

*"If all the employees need to be covered by benefits, if so if family or single coverage?"*

**ANSWER 14:**

As per the provided Employment Standards Act information there is only one position who is receiving benefits. These are health benefits for family coverage.

**QUESTION 15:**

*"For the proposal submission, "6.1 (ii) Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7", is it acceptable to submit a candidate who has a Criminal Background Check in place and whose application for Reliability status has been submitted (and meets the requirements)?"*

**ANSWER 15:**

For clarity, the bidder must meet the security requirements outlined in Part 7 at the date of bid closing. The bidder who wins the contract will have to propose resources who hold the security requirements outlined in Part 7 before they can begin working. There will be an amendment to the solicitation for clarification.

2) Solicitation Amendment:

2a. At Part 6, of the solicitation, "**Security, Financial and other Requirements**",

**Delete:** Article 6.1(a), in its entirety, and

**Insert:** (a) At the date of bid closing, the following conditions must be met:

- (i) the Bidder must hold a valid organization security clearance as indicated in Part 7  
– Resulting Contract Clauses.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**