

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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REQUEST FOR BID AMENDMENT

MODIFICATION À L'INVITATION À SOUMISSIONNER

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Solicitation No. - N° de la demande CSPS-RFB-20NG-0792/A	Amendment No. - N° de modification 002
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Solicitation closes – La demande prend fin : at – à 2 :00 PM EST 14 :00 HNE on – le March 2 nd , 2021 2 mars 2021	File No. - N° de dossier 2020-0792
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Date of Solicitation Amendment – Date de la modification à la demande 2021-02-22
Address inquiries to – Adresser toute demande de renseignement à : See original Request for Bid Voir l'invitation à soumissionner originale
Destination See original Request for Bid Voir l'invitation à soumissionner originale

Instructions:

Municipal taxes are not applicable.

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

Instructions:

Les taxes municipales ne s'appliquent pas.

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiqué(s). Le montant des taxes applicables doit apparaître séparément.

Supplier Name and Address – Nom et adresse du fournisseur Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur
Name and title of person authorized to sign on behalf of supplier (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression) Signature : _____ Date : _____

Amendment 002

To all bidders,

NO consideration will be given for extras and/or changes because the Bidder was not familiar with the contents of this Amendment.

This amendment 002 is raised to :

1) Answer questions from bidders;

1) Questions & Answers

Question 4: To guarantee the availability of interpreters, CSPS will confirm the services at least ten (10) days before the event. Could you confirm how much notice we should expect for the initial request?

Answer 4: The initial Task Authorization (TA) will be confirmed by CSPS at least ten (10) days before the first event.

Question 5: Regarding interpreters, our interpreters do both English-to-French and French-to-English. The number of interpreters we provide is based on the duration of the meetings. Could you confirm the average duration of the meetings as well as how we should fill the table based on this information?

Answer 5: The average duration of events is 90 minutes. As specified in Annex B - Basis of Payment of the Request for Proposal, the bidder is to provide its hourly rate for required services.

Question 6: Interpreters must have extensive experience and be Certified/Accredited. Do you mean interpreters must be certified/accredited by the Government of Canada or do you mean an Industry Certification/Accreditation?

Answer 6: As indicated in Amendment 001 and in the statement of work, Annex A, point 6, interpreters must have extensive experience and be Certified/Accredited -- Accredited (AIIC - International Association of Conference Interpreters) or certified (by a Canadian Translators, Terminologists and Interpreters Council - CTTIC - provincial body).

Question 7: Upon request, the Contractor must be able to provide a recording of the interpretations, or the rights to the recording. The CSPS Production & Webcasting team records every event for educational development purposes. Interpreters are asked to sign consent forms before re-broadcasting events. The cost of interpreters is higher if the interpretation is recorded. Should we provide pricing based on interpreters being recorded in Annex B Table 2?

Answer 7: Yes.

Question 8: Our studio and equipment rental is based on daily rate, not hourly rate. Could you confirm how we should fill these sections of table 1 based on this information?

Answer 8: It is the bidder's responsibility to organize and eventually deploy its resources in order to meet the requirements of the contract; bidders are required to provide rates for services in the manner described in Annex B – Basis of Payment of the Request For Proposal.

Question 9: Some items are hourly like the cost of phone bridge (phone lines for participants) which is based on the duration of the call. In Table 1 of Annex B - Basis of Payment, the quantity per event is 20. Could you confirm this means

there will be 20 participants connected to the phone bridge? Cost of phone bridge varies based on number of participants connected.

Answer 9: The Contractor must provide phone lines that allow for as many as 1000 connexions/participants on each channel (English / French). As indicated in Annex B – Basis of Payment, the estimated quantities are for evaluation purposes only. Please note that, since the Contract will be Task Authorization (TA) based, CSPS may or may not require these services. This will be indicated in each individual TA.

Question 10: Our interpreters are on a daily rate. Could you confirm how we should fill table 1 based on this information?

Answer 10: It is the bidder's responsibility to organize and eventually deploy its resources in order to meet the requirements of the contract; bidders are required to provide rates for services in the manner described in Annex B – Basis of Payment of the Request For Proposal.

Question 11: Our technicians are on an hourly rate but there is a minimum of 4 hours charged per shift. Could you confirm how we should fill table 1 based on this information?

Answer 11: It is the bidder's responsibility to organize and eventually deploy its resources in order to meet the requirements of the contract; bidders are required to provide rates for services in the manner described in Annex B – Basis of Payment of the Request For Proposal.

Question 12: In Annex B – Basis of Payment, Table 1 and Table 2 show the 'Estimated number of events' at 75 but column A, B & C request for hourly rate. Should we understand the evaluation will be made on 75x 1-hour events?

Answer 12: Yes.

Question 13: Could you clarify the expected number of event and the expected average duration of the events.

Answer 13: The average duration of events is 90 minutes. Also, as indicated in Annex B – Basis of Payment and for evaluation purposes only, the estimated number of events is 75.

Question 14: Table 1 and Table 2 of Annex B Section 1 show 'Estimated number of events' at 75. With the limitation of total listed in Annex B – Basis of Payment "Total Estimated Cost", should we understand that 55.55% of the events will take place on year 1 and 22.22% of the events on year 2 and 22.22% on year 3?

Answer 14: As indicated in Annex B- Basis of Payment, the estimated number of events is for evaluation purposes only. The section 2 "Total Estimated Costs" is to indicate the maximum value of all the Tasks authorizations that can be issued against this Contract, per year.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.