



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**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**

Linguistic Services Division / Division des services  
linguistiques

Les Terrasses de la Chaudière

10, rue Wellington, 5e étage

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> RFP - Interpretation Services	
<b>Solicitation No. - N° de l'invitation</b> EN960-212323/C	<b>Amendment No. - N° modif.</b> 005
<b>Client Reference No. - N° de référence du client</b> 20212323	<b>Date</b> 2021-05-05
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZF-508-39348	
<b>File No. - N° de dossier</b> 508zf.EN960-212323	<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 Daylight Saving Time EDT <b>on - le 2021-05-06</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Boyer, Tania	<b>Buyer Id - Id de l'acheteur</b> 508zf
<b>Telephone No. - N° de téléphone</b> (613) 858-9232 ( )	<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> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<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> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>



Public Services and  
Procurement Canada

Services publics et  
Approvisionnement Canada

Canada



Serving  
GOVERNMENT,  
serving  
CANADIANS.

## **PUBLIC SERVICES AND PROCUREMENT CANADA (PSPC)**

### **AMENDMENT No. 005 TO THE REQUEST FOR PROPOSAL (RFP)**

### **FOR THE DIRECTORY OF SUPPLIERS FOR PARLIAMENTARY AND CONFERENCE INTERPRETATION SERVICES IN OFFICIAL LANGUAGES**

### **ON BEHALF OF THE TRANSLATION BUREAU**

**THIS AMENDMENT 005 SUPERSEDES THE PREVIOUS AMENDMENT 004 AND IS RAISED TO:**

1.0 Respond to questions received regarding the RFP, as detailed in Section 1.0, below.

**1.0 Respond to questions regarding the RFP:**

QUESTIONS	ANSWERS
<p><b>Q.25 Annex B – Basis of Payment, of the RFP</b></p> <p>Do I have to provide a price for two years?</p>	<p><b>A.25</b> Yes, you must provide a basic daily rate for the initial period and for the option period as per Annex B, Basis of Payment, of the RFP.</p>
<p><b>Q.26 Article 7.1.4 – Quality Index</b></p> <p>It is my understanding that the Contracting Authority, being contractually bound to do so, shall allocate Parliamentary work in strict accordance with the following order of precedence:</p> <ol style="list-style-type: none"><li>1. Pool One Locals</li><li>2. Pool Two Locals</li><li>3. Pool One Out-of-Towners</li><li>4. Pool Two Out-of-Towners</li></ol> <p>May I add, by way of an observation, that it is lamentable that Pool One Orange Quality Index contractors shall be allocated work ahead of Pool Two Green Quality Index contractors? This flies in the face of the Translation Bureau's Best Fit model and much touted quality first mantra.</p>	<p><b>A.26</b> Quality remains a priority for the Translation Bureau and the measures in place for the performance management of suppliers ensure that the quality of work is not compromised. However, one of the guiding principles of the Public Services and Procurement Canada (PSPC) procurement process is to ensure that procurement is done on a competitive basis. The procurement process for interpretation services is no exception. Competition between suppliers is therefore achieved during the financial evaluation by creating pools using a median based on the price of the bidders. Therefore, the work should be assigned to the suppliers in Pool 1 as outlined in the Interpreter Guide, it is at the discretion of the Project Authority to determine whether contractors rated yellow or red cannot receive priority work, in pool 1 before moving to pool 2.</p>

<p><b>Q.27 Part 3 – Bid Preparation Instructions</b></p> <p>It is stated in Part 3 of the RFP that the bid must be sent in 3 separate sections. However, the instructions do not specify in which section to add the completed and signed cover page of the RFP.</p> <p>Could you please tell me in which section the completed and signed cover page of the RFP must be joint to?</p>	<p><b>A.27</b> The signature on the cover page is part of Part 1 of the RFP. All you have to do is sign the cover page and attach it alone to your submission in the same way you will need to attach the required certificates.</p> <p>Refer yourself to attachment “F” which provides an overview of the elements required for your submission file to be complete.</p>
<p><b>Q.28 Article 7.10 – Discretionary Audit, of the Resulting Contract Clauses</b></p> <p>What is the purpose of this new article?</p> <p>If a contractor has signed a contract with the Government of Canada, is he not entitled to bill for his services according to the rate in his contract?</p> <p>Under what circumstances does the Translation Bureau intend to carry out discretionary checks?</p> <p>Will they become a systematic process?</p> <p>What proof of estimated profit is this?</p> <p>What is real profit?</p> <p>What is an element of price that applies to the best customer?</p> <p>Does this article comply with the Competition Act?</p>	<p><b>A.28</b> The Article 7.10, Discretionary Audit, is not a new article. It was part of the draft RFP published under the Request for Information EN960-212323/A and the clause is currently part of contracts for conference and parliamentary interpretation services in official languages awarded under the former Request for Proposal EN960-202683.</p> <p>Contractors are paid according to the Basis of payment included in their contract. At its discretion, Canada may audit the accounts of a supplier to ensure the fair and optimal use of taxpayers' financial resources in accordance with section 7.10 1-d of the RFP. Such verification could arise if there are any doubts about the integrity of the supplier's billing before or after a payment.</p> <p>The audit process, if conducted, involves government of Canada (GC) audit experts and is defined according to each individual case.</p> <p>A real profit would be the difference of what a contractor charges anyone else, including the Contractor's most favoured customer versus what he charges to Canada. For example, if the contractor makes 5% profit from selling to regular customers and makes 15% profit from selling to the GC, he will be required to reimburse 10% from his profit to Canada for that specific transaction. These clauses seek to ensure that the Canada receives at least as favorable pricing as other customers making similar purchases.</p> <p>The <i>Competition Act's</i> purpose is to maintain and encourage competition in Canada by regulating trade and commerce in respect of conspiracies, monopolistic or deceptive trade practices, and mergers affecting competition. The RFP for interpretation services is a competitive procurement method that allows all interested bidders to bid in a just and fair manner. In this case, competition between suppliers is achieved during the financial evaluation by creating pools using a median based on the price of the bidders. Therefore, the work should be assigned to the suppliers in Pool 1 as outlined in the Interpreter Guide, and it is at the discretion of the Project Authority to determine whether contractors rated yellow or red</p>

	<p>cannot receive priority work, in pool 1 before moving to pool 2.</p> <p>See also responses to question 9 of the RFP Amendment 001 and the responses to questions 14 and Q 17 of the RFP Amendment 003.</p>
<p><b>Q.29 Part 6 – Security Requirements</b></p> <p>In the bid package checklist (Attachment F), item 6 is requested to provide a certification for security clearance. Is this my security certificate? Do you want it included in the file?</p>	<p><b>A.29</b> As mentioned in Part 3 – Bid Preparation Instructions, of the Request for Proposal, only the completed Attachment A – Technical Evaluation is required with your submission to be compliant with the technical evaluation. You must include in the Attachment A – Technical Evaluation, your security level and the number of your security certificate. You do not have to provide your security certification with your submission but Canada may ask you to provide it at its discretion for verification.</p>

**ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL REMAIN UNCHANGED.**