

**RETURN OFFERS TO:  
RETOURNER LES OFFRES À :**

Department of Justice Canada  
Attention: **NICK SKYDAN**  
Email: NICK.SKYDAN@JUSTICE.GC.CA

Ministère de la Justice Canada  
Attention: **NICK SKYDAN**  
Courriel: NICK.SKYDAN@JUSTICE.GC.CA

**REQUEST FOR STANDING OFFERS (RFSO)  
DEMANDE D'OFFRES À COMMANDES  
(DOC)**

**Comments - Commentaires**

Amendment 002

**Offer To: Department of Justice Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out thereof.

On behalf of the offeror, by signing below, I confirm that I have read the entire request for standing offer (RFSO) including the documents incorporated by reference into the RFSO and I certify that:

1. The offeror considers itself and its products able to meet all the mandatory requirements described in the RFSO;
2. This offer is valid for the period requested in the RFSO;
3. All the information provided in the offer is complete, true and accurate; and
4. If the offeror is awarded a standing offer, it will accept all the terms and conditions set out in the resulting contract clauses included in the RFSO.

**L'offre au : Ministère de la Justice Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexées, au(x) prix indiqué(s).

En apposant ma signature ci-après, j'atteste, au nom de l'offrant, que j'ai lu la demande d'offre à commandes (DOC) en entier, y compris les documents incorporés par renvoi dans la DOC et que :

1. l'offrant considère qu'il a les compétences et que ses produits sont en mesure de satisfaire les exigences obligatoires décrites dans la DOC;
2. cette offre est valide pour la période exigée dans la DOC;
3. tous les renseignements figurant dans l'offre sont complets, véridiques et exacts; et
4. si une offre à commande est attribuée à l'offrant, ce dernier se conformera à toutes les modalités énoncées dans les clauses concernant le contrat subséquent et comprises dans la DOC.

<b>Title – Sujet</b>	
Printing and Reprography Services for the Department of Justice Canada Ontario Regional Office (ORO)	
<b>Solicitation No. – N° de l'invitation</b>	<b>Date</b>
JUST-RFSO-PRINT-2020-01	2021-06-03
<b>Client Reference No. – N° référence du client</b>	
<b>GETS Reference No. – N° de référence de SEAG</b>	
<b>Solicitation Closes L'invitation prend fin</b>	<b>Time Zone Fuseau horaire</b>
<b>at – à</b> 2 :00 PM	Eastern Daylight Time (EDT)
<b>on – le</b> 2021-06-11	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 checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>
<b>Address inquiries to – Adresser toute demande de renseignements à :</b>	
NICK SKYDAN	
Area code and Telephone No. Code régional et N° de téléphone	E-mail - Courriel
647-256-0845	<a href="mailto:NICK.SKYDAN@JUSTICE.GC.CA">NICK.SKYDAN@JUSTICE.GC.CA</a>
<b>Destination – of Goods, Services, and Construction: Destination – des biens, services et construction</b>	
Ottawa, Ontario	
<b>Instructions:</b>	See Herein
<b>Instructions :</b>	Voir aux présentes
<b>Delivery required -Livraison exigée</b>	<b>Delivery offered -Livraison proposée</b>
See Herein – Voir aux présentes	
<b>Jurisdiction of Contract:</b> Province in Canada the bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)	
<b>Compétence du contrat :</b> Province du Canada choisie par le soumissionnaire et qui aura les compétences sur tout contrat subséquent (si différente de celle précisée dans la demande)	
<b>Vendor/firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
Telephone No. - N° de téléphone	
e-mail - courriel	
<b>Name and title of person authorized to sign on behalf of Vendor/firm (type or print) 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>



## June 03, 2021 – Amendment #: 002

This amendment is raised to answer questions received during the solicitation period.

### Questions and Answers

#### **Question 1:**

At the top of page 12, under the heading “Environmental Programs, the RFP provides a list (screen shot attached) of acceptable Certifications. While we would be committed to obtaining one or more of the certifications outlined, we currently do not have any of those certifications and I am uncertain if “working towards” certification with a timeline would be sufficient. In spite of the fact that our services align very well with the scope of work outlined, there is likely little point in submitting a proposal if the lack of a completed certification is a “non-starter” for the DOJ. Are you able to provide any guidance?

#### **Answer 1:**

To be deemed responsive, offers must comply with the requirements of the Request for Standing Offer (RFSO) and meet all mandatory requirements. Offers which fail to comply with the requirement of the Request for Standing Offer and/or do not meet ALL mandatory requirements will be deemed non-responsive and will be given no further consideration.

I confirm that M2 is a mandatory technical criteria. You have until the last day to submit your offer to meet this criteria. Department of Justice is supportive of Government of Canada’s mandate to promote the integration of environmental considerations, when possible, into the procurement decision-making process, including planning, acquisition, use and disposal. For more information in this regard, please consult the Policy on Green Procurement.

#### **Question 2:**

If I can ask for a clarification. When you say “You have until the last day to submit your offer to meet this criteria”, I take that to mean the day the response is due, which is in approximately 2 weeks. Please let me know if that is correct. I am certain that achieving the relevant status will require an amount of time that exceeds that.

#### **Answer 2:**

You have until the RFSO closing date (June 11, 2021 2:00 PM Eastern Daylight Time) to obtain certification under any one (1) of the following environmental programs:

- Environmental Choice Program - EcoLogoM Program CCD-041 (Lithographic Printing Services);
- Forest Stewardship Council (FSC) Chain-of-Custody Certification(COC);
- Sustainable Forestry Initiative (SFI) Chain-of-Custody Certification;
- Canadian Standards Association Sustainable Forest Management Standards (CSA/SFMS);
- Program for the Endorsement of Forest Certifications (PEFC); or
- ISO 14001.

A copy of the current certification(s) must be provided with your offer in order to demonstrate compliance.

#### **Question 3:**

Part 4.1.1.1 Mandatory Technical Criteria (section M4, e) states, “A letter of reference from the client organization/Project Authority validating the experience provided in items c) to d) above.”

Could this be as simple as a signature from the client organization/project authority to confirm what we have stated in parts a) through d) as true?



**Answer 3:**

A letter of reference should follow the following type of format and at minimum have this much information:

[Organization Name]

This is to confirm that [bidder's name] has provided the following services: [brief description of the services provided] from [start date] to [end date].

\_\_\_\_\_  
Name of responsible authority

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of responsible authority

\_\_\_\_\_  
Date