



**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 Translation, review , modificat RFP for Translation, review and modification	
<b>Solicitation No. - N° de l'invitation</b> 60074-191894/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 60074-191894	<b>Date</b> 2021-07-23
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZF-503-39781	
<b>File No. - N° de dossier</b> 503zf.60074-191894	<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 2021-08-13</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> Hakizimana, Christophe	<b>Buyer Id - Id de l'acheteur</b> 503zf
<b>Telephone No. - N° de téléphone</b> (873) 354-7592 ( )	<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>

This amendment 002 has been prepared to apply following amendments to the RFP

**1. On page 12-16 of the Request for proposal**

**DELETE: ATTACHMENT 1 TO PART 3, PRICING SCHEDULE**

**REPLACE WITH:**

**ATTACHMENT 1 TO PART 3, PRICING SCHEDULE**

The Bidder should complete this pricing schedule and include it in its financial bid once completed. As a minimum, the Bidder must respond to this pricing schedule by including in its financial bid the firm all-inclusive rates per word and/or per hour (in CAD\$) for each of the service categories identified.

The rates specified below, when quoted by the Bidder, include the total estimated cost of all travel and living expenses that may need to be incurred for:

- a. Work described in Part 7, Resulting Contract Clauses, of this bid solicitation required to be performed within the National Capital Region (NCR). The NCR is defined in the National Capital Act, R.S.C. 1985, c. N-4, S.2. The National Capital Act is available on the Justice Website: <http://laws.justice.gc.ca/en/N-4/>;
- b. travel between the successful bidder's place of business and the NCR; and
- c. the relocation of resources to satisfy the terms of any resulting contract. These expenses cannot be charged directly and separately from the professional fees to any contract that may result from the bid solicitation.

The data in this pricing schedule has been provided to Bidders to assist them in preparing their bids.

The inclusion of this data in this bid solicitation does not represent a commitment by Canada that Canada's future usage of the service identified in this bid solicitation will be consistent with this data. It is provided purely for information purposes.

**PRICING SCHEDULE**

**1. Pricing Schedule for Stream 1**

For evaluation purposes, the total firm all-inclusive price for Stream 1, Translation Services for all branches and divisions, except those in Stream 2 (Consultations and Communications Branch) and Stream 3 (Tax Policy Branch and Law Branch), of the Department of Finance Canada should be established as follows:

PRICING SCHEDULE FOR TRANSLATION SERVICES STREAM 1					
	Period	Service Category	A Bidder's proposed Firm All- Inclusive Rate* (GST/HST extra)	B Estimated Volume	C Extended Total price (A x B)
INITIAL PERIOD - CONTRACT					

1	Year 1 (from date of award to September 30, 2022)	Translation per word during Regular Hours	\$/word	1,600,000 words	\$
2		Translation per word Outside Regular Hours	\$/word	80,000 words	\$
3	Year 2 (from October 01, 2022 to September 30, 2023)	Translation per word during Regular Hours	\$/word	1,600,000 words	\$
4		Translation per word Outside Regular Hours	\$/word	80,000 words	\$
5	Year 3 (from October 01, 2023 to September 30, 2024)	Translation per word during Regular Hours	\$/word	1,600,000 words	\$
6		Translation per word Outside Regular Hours	\$/word	80,000 words	\$
OPTIONAL PERIODS					
7	OPTION Year 1 (from October 01, 2024 to September 30, 2025)	Translation per word during Regular Hours	\$/word	1,600,000 words	\$
8		Translation per word during Outside Regular Hours	\$/word	80,000 words	\$
9	OPTION Year 2 (from October 01, 2025 to September 30, 2026)	Translation per word during Regular Hours	\$/word	1,600,000 words	\$
10		Translation per word during Outside Regular Hours	\$/word	80,000 words	\$
OPTIONAL TRANSITION PERIOD					
11	From October 01, 2026 to March 31, 2026)	Translation per word during Regular Hours	\$/word	800,000 words	\$
12		Translation per word during Outside Regular Hours	\$/word	40,000 words	\$
Total Estimated Price for Stream 1					\$

(\*) Denotes rate per word, corresponding to the "Service Category" column.

## 2. Pricing Schedule for Stream 2

For evaluation purposes, the total firm all-inclusive price for Stream 2, Translation Services for Consultations and Communications Branch, excluding those in Stream 1 and Stream 3 (Tax Policy Branch and Law Branch), of the Department of Finance Canada should be established as follows:

<b>PRICING SCHEDULE FOR TRANSLATION SERVICES STREAM 2</b>					
			<b>A</b>	<b>B</b>	<b>C</b>
	<b>Period</b>	<b>Service Category</b>	<b>Bidder's proposed Firm All-Inclusive</b>	<b>Estimated Volume</b>	<b>Extended Total price (A x B)</b>

			Rate* (GST/HST extra)		
INITIAL PERIOD - CONTRACT					
1	Year 1 (from date of award to September 30, 2022)	Translation per word during Regular Hours	\$/word	540,000 words	\$
2		Translation per word Outside Regular Hours	\$/word	540,000 words	\$
3	Year 2 (from October 01, 2022 to September 30, 2023)	Translation per word during Regular Hours	\$/word	540,000 words	\$
4		Translation per word Outside Regular Hours	\$/word	540,000 words	\$
5	Year 3 (from October 01, 2023 to September 30, 2024)	Translation per word during Regular Hours	\$/word	540,000 words	\$
6		Translation per word Outside Regular Hours	\$/word	540,000 words	\$
OPTIONAL PERIODS					
7	OPTION Year 1 (from October 01, 2024 to September 30, 2025)	Translation per word during Regular Hours	\$/word	540,000 words	\$
8		Translation per word during Outside Regular Hours	\$/word	540,000 words	\$
9	OPTION Year 2 (October 01, 2025 to September 30, 2026)	Translation per word during Regular Hours	\$/word	540,000 words	\$
10		Translation per word during Outside Regular Hours	\$/word	540,000 words	\$
OPTIONAL TRANSITION PERIOD					
11	From October 01, 2026 to March 31, 2026)	Translation per word during Regular Hours	\$/word	270,000 words	\$
12		Translation per word during Outside Regular Hours	\$/word	270,000 words	\$
Total Estimated Price for Stream 2					\$

(\*) Denotes rate per word corresponding to the "Service Category" column.

### 3. Pricing Schedule for Stream 3

For evaluation purposes, the total firm all-inclusive rates for Stream 3, Translation and Review and Modification Services for the Tax Policy Branch and the Law Branch of the Department of Finance should be established as follow:

PRICING SCHEDULE FOR TRANSLATION AND REVIEW AND MODIFICATION SERVICES STREAM 3				
		A	B	C

	Period	Service Category	Bidder's proposed Firm All-Inclusive Rate* (GST/HST extra)	Estimated Volume	Extended Total price (A x B)
INITIAL PERIOD - CONTRACT					
1	Year 1 (from date of award to September 30, 2022)	Translation per word during Regular Hours	\$/word	177,000 words	\$
2		Translation per word Outside Regular Hours	\$/word	3,000 words	\$
3		Review and modification per hour during Regular Hours	\$/hour	1,375 hours	\$
4		Review and modification per hour Outside Regular Hours	\$/hour	25 hours	\$
5	Year 2 (from October 01, 2022 to September 30, 2023)	Translation per word during Regular Hours	\$/word	177,000 words	\$
6		Translation per word Outside Regular Hours	\$/word	3,000 words	\$
7		Review and modification per hour during Regular Hours	\$/hour	1375 hours	\$
8		Review and modification per hour Outside Regular Hours	\$/hour	25 hours	\$
9	Year 3 (from October 01, 2023 to September 30, 2024)	Translation per word during Regular Hours	\$/word	177,000 words	\$
10		Translation per word Outside Regular Hours	\$/word	3,000 words	\$
11		Review and modification per hour during Regular Hours	\$/hour	1,375 hours	\$
12		Review and modification per hour Outside Regular Hours	\$/hour	25 hours	\$
OPTIONAL PERIODS					
13	OPTION Year 1 (from October 01, 2024 to September 30, 2025)	Translation per word during Regular Hours	\$/word	177,000 words	\$
14		Translation per word during Outside Regular Hours	\$/word	3,000 words	\$
15		Review and Modification per hour during Regular Hours	\$/hour	1,375 hours	\$
16		Review and Modification per hour Outside Regular Hours	\$/hour	25 hours	\$
17	OPTION Year 2 (from October 30, 2025 to September 30, 2026)	Translation per word during Regular Hours	\$/word	177,000 words	\$
18		Translation per word Outside Regular Hours	\$/word	3,000 words	\$
19		Review and Modification per hour during Regular Hours	\$/hour	1,375 hours	\$
20		Review and modification per hour Outside Regular Hours	\$/hour	25 hours	\$
OPTIONAL TRANSITION PERIOD					

21	From October 01, 2026 to March 31, 2026)	Translation per word during Regular Hours	\$/word	88,500 words	\$
22		Translation per word Outside Regular Hours	\$/word	1,500 words	\$
23		Review and Modification per hour during Regular Hours	\$/hour	690 hours	\$
24		Review and modification per hour Outside Regular Hours	\$/hour	20 hours	\$
Total Estimated Price for Stream 3					\$

(\*) Denotes rate per word or per hour, corresponding to the "Service Category" column.

<b>TOTAL EVALUATED PRICE* OF THE BID = Total Estimated Price for Stream 1 + Total Estimated Price for Stream 2 + Total Estimated Price for Stream 3</b>	<b>\$</b>
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The evaluated price per point of a responsive bid will be determined by dividing the above bidder's total evaluated price\* by the overall score it obtained for all the point rated technical criteria detailed in Attachment 1 to Part 4 of the RFP.

## **2. On page 42 of the Request for proposal**

### **DELETE: SECTION A5 ESTIMATED VOLUME OF THE ANNEX A - STATEMENT OF WORK**

#### **REPLACE WITH:**

#### **A5 ESTIMATED VOLUME**

The volumes of work expressed below are estimates only.

#### **For Stream 1 – All Department of Finance Canada Branches excluding those listed in Streams 2 and 3:**

The required translation work volume is estimated at **1,680,000 words per year**. Approximately 90 per cent of the translation is from English to French and 10 per cent is from French to English. The frequency is irregular and depends on the parliamentary calendar and major government initiatives. Historically, about 5 per cent of the work is done Outside Regular Hours.

#### **For Stream 2 – Consultations and Communications Branch:**

The required translation work volume is estimated at **1,080,000 words per year**. Approximately 90 per cent of the translation is from English to French and 10 per cent is from French to English. The frequency is irregular and depends on the parliamentary calendar and major government initiatives. Historically, about 45 per cent of the work is done Outside Regular Hours.

#### **For Stream 3 – Tax Policy Branch and Law Branch:**

The required translation volume is estimated at **180,000 words per year**. Approximately 100 per cent of the translation work is from English to French. The frequency is irregular depending on the

parliamentary calendar and major government initiatives. Historically, about 1 per cent of the work is done Outside Regular Hours.

The level of effort for the review of precedents departmental texts and modification to the source target text is estimated at **1,400 hours per year**. Approximately 100 per cent of the review and modification work is done from English to French. Historically, about 1 per cent of the work is done Outside Regular Hours.

**3. To extend the solicitation closing date**

**DELETE: AMENDMENT 001**

**REPLACE WITH:**

The solicitation closing date is extended to August 13, 2021 at 2:00 P.M, Ottawa time

**All other terms and conditions remain unchanged.**