



RETURN BIDS TO:

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Bid Receiving - PWGSC / Réception des soumissions -
TPSGC

11 Laurier St. / 11, rue Laurier

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Core 0B2 / Noyau 0B2

Gatineau

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K1A 0S5

Bid Fax: (819) 997-9776

**Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement**

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

Communication Procurement Directorate/Direction de
l'approvisionnement en communication

360 Albert St. / 360, rue Albert

12th Floor / 12ième étage

Ottawa

Ontario

K1A 0S5

Title - Sujet Events Planning and Management	
Solicitation No. - N° de l'invitation EN578-171582/E	Date 2021-11-09
Client Reference No. - N° de référence du client EN578-17-1582	Amendment No. - N° modif. 001
File No. - N° de dossier cx031.EN578-171582	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$CX-031-80496	
Date of Original Request for Supply Arrangement 2021-10-20 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2021-11-23 Heure Normale de l'Est HNE	
Address Enquiries to: - Adresser toutes questions à: St-Clair, Denise	Buyer Id - Id de l'acheteur cx031
Telephone No. - N° de téléphone (819) 712-2264 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Solicitation No. - N° de l'invitation
EN578-171582/E

Amd. No. - N° de la modif.
001

Buyer ID - Id de l'acheteur
cx031

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File No. - N° du dossier
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CCC No./N° CCC - FMS No/ N° VME

AMENDMENT 001

This amendment is issued to respond to questions from received

Question 1:

Based on the [website](#), the delivery region of this RFP are Canada provinces and territories, but also Germany in Europe. Can you expand on the potential requirements here?

Answer 1:

This is not an Request for Proposal (RFP) but rather a Request for Supply Arrangement (RFSA), see link for information on Supply Arrangement [Supply arrangement method of supply - Buyandsell.gc.ca](#)

Delivery regions are the Canada's provinces and territories only. There is an error in the posting because Germany is not part of the delivery regions.

Question 2:

In section 1.3 - Security Requirement: Further information is available on how to obtain a clearance. Who on the supplier team is required to pass clearance - and is the supplier to ensure that subcontractors hired to execute the event are also cleared?

Answer 2:

Refer to 1.3 Security Requirement, Article 2. There may be security requirements in future solicitations against the RFSA.

Question 3:

In section 1.5 - Canadian Content - The goods and/or services covered by the Supply Arrangement will be solely limited to Canadian goods and/or services as defined in clause A3050T. Please share more details on this clause for our review

Answer 3:

Refer to the link provided under 1.5 Canadian Content provided under the Clause Number A3050T, it is accessible by pressing the control key + click.

Question 4:

In section 2.7 - Basis for Canada's Ownership of Intellectual Property. Is there an allowance to use events/projects as case studies, and what is the process for obtaining permission to do so?

Answer 4:

The RFSA provides the terms and conditions with respect to Intellectual Property.

Question 5:

In section 4.1.1.2 - Point Rated Technical Criteria: As plans can change based on the final scope of individual projects/events; is the plan shared in the RFP to be a comprehensive outline of each scenario or is this a higher level plan based on overarching goals?

Answer 5:

Please refer to Answer 1

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Amd. No. - N° de la modif.
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cx031

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EN578-171582

File No. - N° du dossier
cx031.EN578-171582

CCC No./N° CCC - FMS No/ N° VME

Question 6:

Acquisition Fee on page 15 of RFP: Please clarify for us, the Treasury Board receives 3% of the value of every project, and we as a vendor are to submit quarterly reports on all projects in that period and then we are billed the 3%? Can you please elaborate further on the Acquisitions Fee and expectations with the supplier?

Answer 6:

Please refer to Answer 1. Furthermore, the 3% charge is a service charge PSPC charges to its client departments for the solicitation issuance of their requirement.

Question 7:

In section 6.2 - Security requirement: In previous clauses of the RFP it states that there are security requirements that must be met and the company must clear them - is that in reference to individual projects that may require that clearance? Or is this clause general to the overall RFP?

Answer 7:

Please refers to Answer 2

Question 8:

In section 6.3.3. - in previous clauses it states that there are security requirements that must be met and the company must clear them - is that in reference to individual projects that may require that clearance as stated here, or is this a contradicting clause? If selected as a supplier, does this mean that we will be responsible for filing reports as requested, regardless of whether our services have been engaged or not?

Answer 8:

Suppliers must provide quarterly reports in accordance 6.3.3, however this is not linked to security requirements.

Question 9:

In section 6.3.4 - Delivery Points: As stated in a previous clause, all goods and services must be Canadian. If a program/event is being operated outside of Canada are exceptions made for local suppliers that may be required to execute the event successfully and within budget (i.e.: onsite staff, AV, print materials)?

Answer 9:

All of the delivery points are within Canada provinces and territories.

Question 10:

In section 2. - Bid Solicitation Documentation - copy of the standard procurement template(s) and Statement of Work template can be requested by the supplier from the Supply Arrangement Authority or its delegate or Contracting Authority, as applicable. Please share the standard procurement template(s) and Statement of Work template

Answer 10:

Refer to section C. Resulting Contract Clauses 4th paragraph.

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File No. - N° du dossier
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Question 11:

In section 3.5 - The following forms must be used for the first page of the bid solicitation document and the first page of the resulting contract document. These forms are available on the Electronic Forms Catalogue (http://publisservice-app.tpsqc-pwgsc.gc.ca/forms/text/search_for_forms-e.html) website. This link doesn't seem to work - please provide link

Answer 11:

This is only available to Identified Users and not applicable to bidders.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.