



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

**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

Linguistic Services Division / Division des services
linguistiques

Les Terrasses de la Chaudière

10, rue Wellington, 5e étage

Gatineau

Québec

K1A 0S5

Title - Sujet RFSA Translation Services	
Solicitation No. - N° de l'invitation EN966-140305/L	Date 2022-02-15
Client Reference No. - N° de référence du client 20140305	Amendment No. - N° modif. 001
File No. - N° de dossier 526zf.EN966-140305	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-526-40507	
Date of Original Request for Supply Arrangement 2022-01-31 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 2027-03-31 Heure Normale de l'Est HNE	
Address Enquiries to: - Adresser toutes questions à: Gratton, Isabelle	Buyer Id - Id de l'acheteur 526zf
Telephone No. - N° de téléphone (873) 355-9751 ()	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		

Amendment 001 is issued to respond to questions received from bidders.

QUESTIONS AND ANSWERS

Question 1:

With regards to existing Supply Arrangements:

- a. It seems to have been a long time since the SA for the Translation Bureau directory was open for new suppliers. Could you please confirm that suppliers who received SA's following solicitation EN966-140305/J in 2018 are considered existing SA holders?
- b. How can vendors confirm their current listing/SA qualifications with the Translation Bureau?
- c. For Tier 1, for the SA noted in 'a.', the qualifications were done by individual resources (i.e. a company had to qualify each of its resources independently). It appears as though this is no longer the case and suppliers are qualified as a company for Tier 1 (or any other tier). Given this change, are suppliers who had resources qualified in Tier 1 previously, now automatically qualify for Tier 1 in all the fields/language combinations that its resources were qualified for?

Answer 1:

- a. Yes, suppliers who received a Supply Arrangement (SA) following previous Request for Supply Arrangements (RFSA), including RFSA EN966-140305/J in 2018, are considered existing SA holders.
- b. Existing SA holders may confirm their current qualifications by consulting Annex D of their SA. Upon request, PSPC can provide SA holders with a copy of the most recent version of their SA.
- c. Yes, qualification of resources for Tier 1 is no longer applicable and existing SA holders will automatically qualify for Tier 1 in all the fields/language combinations that the resources were qualified for current SA holders will receive a revised SA to reflect this change.

Question 2:

We have been told that the translation bureau does not give references, however, the technical offer is based entirely on using references to validate the volumes and fields being presented by a bidder. Could you please detail how suppliers are to cite work done for the Translation Bureau?

Answer 2:

Bidders may use the Translation Bureau as a reference. If the Translation Bureau is used as a reference, Bidders must indicate the following at M2A – Selection Grid of Attachment 1:

Column D – Reference(s) Name: Translation Bureau

Column E – Reference(s) Email Address: btrepertoire.tbdirectory@tpsgc-pwgsc.gc.ca.

Acquisition Branch (AB) will send a reference verification form to the Translation Bureau to confirm the information provided at columns F to I for each field and language combination selected.

Question 3:

Is there any difference by Tier in what a supplier's references need to demonstrate in M2? In other words, please confirm that as long as the supplier meets the requirements for Tier 2 or Tier 3 in M1, the information and thresholds a supplier needs to meet for each subject area is the same.

What we're trying to confirm is if there needs to be anything different demonstrated in M2 depending on which Tier you are bidding on, as it seems that for all tiers the only requirement is that 400,000 words (or 100,000 for specialized fields) must have been translated in any given field regardless of tier.

Answer 3:

No, there are no differences by Tier level in what Bidders must demonstrate in M2, but there are differences in the minimum experience (number of translated words) required for each field depending on the category of fields they fall under: Administrative field, Institutional fields or Specialized fields (see Table 1 in M2 – Translation Experience of Attachment 1, Technical Evaluation). The selection of Tier level is at the discretion of the Bidder, but must be based on its daily translation capacity.

Question 4:

Attachment 1 – Technical Arrangement indicates that Bidders must select the appropriate Tier level for each field based on their daily translation capacity and that Bidders who qualify in Tier 2 or 3 will automatically qualify in lower Tier levels. Can you please confirm whether the automatic qualification applies to current SA holders with qualified fields in Tier 2 and Tier 3 levels?

Answer 4:

Yes, this will also apply to current SA holders. Current SA holders will receive a revised SA to reflect this change.

Question 5:

We would like to submit a SA as a new supplier. Our experience in the various fields where we would like to qualify has been gained through subcontracting work. In that case, do we have to provide the contract numbers, or is it just a matter of our client confirming that we have actually translated the number of words?

Answer 5:

Bidders must provide the contract number for each experience identified in M2A – Selection Grid of Attachment 1.

Question 6:

We are three shareholders, and in the case of one of the references we wish to present, only one of the three shareholders worked for it, personally and not as a shareholder of our company. Do we have to indicate which shareholder worked for the particular reference company, or is it just a question of confirming that the shareholder did translate the number of words?

Supply Arrangement No. - N° de l'arrangement
EN966-140305/L

Amd. No. - N° de la modif.
001

Buyer ID - Id de l'acheteur
526zf

Client Ref. No. - N° de réf. du client
20140305

File No. - N° du dossier
526zf EN966-140305

CCC No./N° CCC - FMS No./N° VME

Answer 6:

As indicated in paragraph (g) of mandatory criterion M2 – Translation Experience of Attachment 1, “Members of a joint venture can combine their experience to meet the mandatory criterion. For example, suppose a Bidder is a joint venture consisting of members X, Y and Z, and that the Request for Supply Arrangements requires that the Bidder have three years’ experience in delivering translation services in the X1 field. The requirement can then be met by one or several members of the joint venture. Thus, the Bidder can indicate that each of members X, Y and Z has one year of experience, totaling 3 years. Such a response would be declared responsive.”

No, it is not required to specify who worked for the given company as long as the reference is able to confirm that your company did translate the number of words indicated in the reference check form.

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR SUPPLY ARRANGEMENT REMAIN UNCHANGED