



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada -  
Pacific Region  
800 Burrard Street, Room 219  
800, rue Burrard, pièce 219  
Vancouver  
British C  
V6Z 0B9

<b>Title - Sujet</b> General HVAC SOA	
<b>Solicitation No. - N° de l'invitation</b> W6862-220120/A	<b>Date</b> 2022-03-30
<b>Client Reference No. - N° de référence du client</b> W6862-220120	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> PWY-1-44140 (036)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWY-036-9111	
<b>Date of Original Request for Standing Offer</b> 2022-03-10 <b>Date de la demande de l'offre à commandes originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Pacific Daylight Saving Time PDT <b>on - le 2022-04-01</b> Heure Avancée du Pacifique HAP	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Sezginalp (PWY), Kipp	<b>Buyer Id - Id de l'acheteur</b> pwy036
<b>Telephone No. - N° de téléphone</b> (604) 367-5341 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DND – CFB Comox – Lazo, BC	
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
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)		
<b>For the Minister - Pour le Ministre</b>		

**Les documents français seront disponibles sur demande**

This Amendment 001 is raised to address questions and to revise General Instructions GI06 Submission of Offer and GI07 Revision of Offer.

**Questions and Answers**

**Q1.** Just realized that there isn't an actual address to send a hard copy to. On page 6, last two lines GI05 submission of offer, #2, f, talks about sending hard copy, no address though.

**A1.** Suppliers are required to submit offers electronically using the Canada Post epost Connect application for the subject RFSO. Faxed and hard copy (submitted in person or via mail/courier) offers will not be accepted for the subject RFSO. GI05 will be revised to remove the wording regarding hardcopy submission.

**Revision to General I Instructions**

Delete GI05 (2014-03-01) Submission of Offer and GI06 (2010-01-11) Revision of Offer from the original solicitation and insert the following:

**GI05 (2014-03-01) Submission of offer**

GI05 Submission of offer is modified as follows:

1. Canada requires that each offer, at solicitation closing date and time or upon request from the Contracting Authority, be signed by the Offeror or by an authorized representative of the Offeror.
2. It is the Offeror's responsibility to:
  - a. submit an offer, duly completed, in the format requested, on or before the solicitation closing date and time set;
  - b. obtain clarification of the requirements contained in the RFSO, if necessary, before submitting an offer;
  - c. ensure that the Offeror's name, return address, the solicitation number and description, and solicitation closing date and time are clearly visible on the submission containing the Offer; and
  - d. provide a comprehensive and sufficiently detailed Offer that will permit a complete evaluation in accordance with the criteria set out in this RFSO.
  - e. send its Offer only to the Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) specified below, by the date and time indicated on page 1 of the offer solicitation, by electronic ePost Connect submission as follows:
3. **ELECTRONIC Offer Submission by epost Connect service**
  - a. Offers must be submitted by using the [epost Connect service](#) provided by Canada Post Corporation. Faxed and hard copy offers (submitted in person or via mail/courier) will not be accepted for the subject RFSO.
  - b. The only acceptable email address to use with epost Connect for responses to solicitation issued by PWGSC is:

[TPSGC.RPRceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RPRceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca)

**Note:** Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in c., or to send offers through an epost Connect message if the Offeror is using its own licensing agreement for epost Connect.

- c. To submit an offer using epost Connect service, the Offeror must either:
- i. send directly its offer only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
  - ii. send as early as possible, and in any case, at least six business days prior to the solicitation closing date and time, (in order to ensure a response), an email that includes the offer solicitation number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
- d. If the Offeror sends an email requesting epost Connect service to the specified Bid Receiving Unit in the solicitation, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Offeror order to access and action the message within the conversation. The Offeror will then be able to transmit its offer afterward at any time prior to the solicitation closing date and time.
- e. If the Offeror is using its own licensing agreement to send its offer, the Offeror must keep the epost Connect conversation open until at least thirty (30) business days after the solicitation closing date and time.
- f. The solicitation number should be identified in the epost Connect message field of all electronic transfers.
- g. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should an Offeror not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the solicitation in order to register for the epost Connect service.
- h. For offers transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the offer including, but not limited to, the following:
- i. receipt of a garbled, corrupted or incomplete offer;
  - ii. availability or condition of the epost Connect service;
  - iii. incompatibility between the sending and receiving equipment;
  - iv. delay in transmission or receipt of the offer;
  - v. failure of the Offeror to properly identify the offer;
  - vi. illegibility of the offer;
  - vii. security of offer data; or,
  - viii. inability to create an electronic conversation through the epost Connect service.
- i. The Bid Receiving Unit will send an acknowledgement of the receipt of offer document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the Offeror using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of offer document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- j. Offerors must ensure that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in epost Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.
- k. A offer transmitted by epost Connect service constitutes the formal offer of the Offeror.
4. The technical and price components of the offer must be submitted in separate sections as follows:
- a. The offer should be submitted following a "two-section" procedure of which is to include a technical and financial offer.

- b. The Technical Offer, and any associated document(s), should be provided in a separate section with the following information clearly provided:
    - Section One - Technical Offer;
    - Solicitation Number; and
    - Name of Offeror.
  - c. The Price Proposal Form and associated document(s), the Financial Offer, should be provided in a separate section with the following information clearly provided:
    - Section Two - Financial Offer;
    - Solicitation Number; and
    - Name of Offeror.
5. Timely and correct delivery of offers is the sole responsibility of the Offeror. PWGSC will not assume or have transferred to it those responsibilities. All risks and consequences of incorrect delivery of offers are the responsibility of the Offeror.
6. Offers and supporting information may be submitted in either English or French.
7. Unless otherwise specified in the Special Instructions to Offerors:
  - a. the offer shall be in Canadian currency; and
  - b. the requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All offers including such provision will render the offer non-responsive.

#### **GI06 (2010-01-11) Revision of offer**

1. An offer submitted in accordance with these instructions may be revised by epost Connect provided the revision is received at the office designated for the receipt of offers, on or before the date and time set for the closing of the solicitation. The revision shall be on the Offeror's letterhead or bear a signature that identifies the Offeror.
2. A revision to an offer that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
3. A letter or facsimile submitted to confirm an earlier revision should be clearly identified as a confirmation.
4. Failure to comply with any of the above provisions may result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

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