



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions - TPSGC

11 LaurierSt./ 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**

Infrastructure Maintenance and Solution Services  
Division (FK)  
L'Esplanade Laurier,  
East Tower 4th Floor  
L'Esplanade Laurier,  
Tour est 4e étage  
140 O'Connor, Street  
Ottawa  
Ontario  
K1A 0R5

<b>Title - Sujet</b> RFSA Appraisal services	
<b>Solicitation No. - N° de l'invitation</b> EP021-192296/G	<b>Date</b> 2022-05-12
<b>Client Reference No. - N° de référence du client</b> 20192296	<b>Amendment No. - N° modif.</b> 004
<b>File No. - N° de dossier</b> fk326.EP021-192296	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FK-326-81138	
<b>Date of Original Request for Supply Arrangement</b> 2022-04-06 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Daylight Saving Time EDT <b>on - le 2022-05-16</b> Heure Avancée de l'Est HAE	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Nicastro, Meriem	<b>Buyer Id - Id de l'acheteur</b> fk326
<b>Telephone No. - N° de téléphone</b> (343) 574-2803 ( )	<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>	
<b>Security - Sécurité</b> 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**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<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>		

## 1. Modify section 2.1 Standard Instructions, Clauses and Conditions

Delete: section **2.1 Standard Instructions, Clauses and Conditions** in its entirety; and

Insert: The following new section **2.1 Standard instructions, Clauses and Conditions**

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual> issued by Public Works and Government Services Canada.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The [2008](#) (2020-05-28) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

Subsection 5.4 of [2008](#), Standard Instructions - Request for Supply Arrangements - Goods or Services, is amended as follows:

Delete: 60 days

Insert: 180 days

-Section 06 of 2008, Standard Instructions - Request for Supply Arrangements - Goods or Services, is amended as follows:

#### 06 Late arrangement

PWGSC will return or delete arrangements delivered after the stipulated RFSA closing date and time, unless they qualify as a delayed arrangement as described in section 07.

For late arrangements submitted using means other than the Canada Post Corporation's Connect service, the physical arrangement will be returned.

For arrangements submitted electronically, the late arrangements will be deleted. As an example, arrangements submitted using Canada Post Corporation's Connect service, conversations initiated by the Bid Receiving Unit via the CPC Connect service pertaining to a late arrangement will be deleted. Records will be kept documenting the transaction history of all late arrangements submitted using CPC Connect service

-Section 07 of 2008, Standard Instructions - Request for Supply Arrangements - Goods or Services, is amended as follows:

#### 07 Delayed arrangements

1. An arrangement delivered to the specified Bid Receiving Unit after the RFSA closing date and time but before the supply arrangement issuance date may be considered, provided the supplier can prove the delay is due solely to a delay in delivery that can be attributed to the Canada Post Corporation (CPC) (or national equivalent of a foreign country). Private courier (Purolator Inc., Fedex Inc., etc.) is not considered to be part of CPC for the purposes of delayed arrangements.
  - a. The only pieces of evidence relating to a delay in the CPC system that are acceptable to PWGSC are:

- i. a CPC cancellation date stamp;
- ii. a CPC Priority Courier bill of lading;
- iii. a CPC Xpresspost label;

that clearly indicates that the arrangement was sent before the RFSA closing date.

- b. The only piece of evidence relating to a delay in the CPC Connect service provided by CPC system that is acceptable to PWGSC is a CPC Connect service date and time record indicated in the CPC Connect conversation history that clearly indicates that the arrangement was sent before the RFSA closing date and time.
2. Misrouting, traffic volume, weather disturbances, labour disputes or any other causes for the late delivery of arrangements are not acceptable reasons for the arrangement to be accepted by PWGSC.
  3. Postage meter imprints, whether imprinted by the Supplier, the CPC or the postal authority outside Canada, are not acceptable as proof of timely mailing.

- Section 8 of 2008, Standard Instructions - Request for Supply Arrangements - Goods or Services, is amended as follows:

#### **08 Transmission by facsimile or by Canada Post Corporation's (CPC) Connect service**

##### **1. Facsimile**

- a. Unless specified otherwise in the RFSA, arrangements may be submitted by facsimile.
  - i. PWGSC, National Capital Region: The only acceptable facsimile number for responses to RFSA's issued by PWGSC headquarters is 819-997-9776 or, if applicable, the facsimile number identified in the RFSA.
  - ii. PWGSC regional offices: The facsimile number for responses to RFSA's issued by PWGSC regional offices is identified in the RFSA.
- b. For arrangements transmitted by facsimile, Canada will not be responsible for any failure attributable to the transmission or receipt of the faxed arrangement including, but not limited to, the following:
  - i. receipt of garbled, corrupted or incomplete arrangement;
  - ii. availability or condition of the receiving facsimile equipment;
  - iii. incompatibility between the sending and receiving equipment;
  - iv. delay in transmission or receipt of the arrangement;
  - v. failure of the Supplier to properly identify the arrangement;
  - vi. illegibility of the arrangement; or
  - vii. security of arrangement data.
- c. An arrangement transmitted by facsimile will constitute the formal arrangement of the Supplier and must be submitted in accordance with section 05.

##### **2. Canada Post Corporation's (CPC) Connect service**

- a. Unless specified otherwise in the RFSA, arrangements may be submitted by using the [Connect service](#) provided by Canada Post Corporation.
  - i. PWGSC, National Capital Region: The only acceptable email address to use with CPC Connect for responses to RFSA's issued by PWGSC headquarters is: [tpsgc.pareceptiondessomissions-apbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.pareceptiondessomissions-apbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca), or if applicable, the email address identified in the RFSA.
  - ii. PWGSC regional offices: The only acceptable email address to use with CPC Connect for responses to RFSA's issued by PWGSC regional offices is identified in the RFSA.
- b. To submit an arrangement using CPC Connect service, the Supplier must either:
  - i. send directly its arrangement only to specified PWGSC Bid Receiving Unit using its own licensing agreement for CPC 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 RFSA closing date and time, (in order to ensure a response), an email that includes the RFSA number to the specified PWGSC Bid Receiving Unit requesting to open a CPC Connect conversation. Requests to open a CPC Connect conversation received after that time may not be answered.
- c. If the Supplier sends an email requesting CPC Connect service to the specified Bid Receiving Unit in the RFSA, an officer of the Bid Receiving Unit will then initiate a CPC Connect conversation. The CPC Connect conversation will create an email notification from Canada Post Corporation prompting the Supplier to access and action the message within the conversation. The Supplier will then be able to transmit its arrangement afterward at any time prior to the RFSA closing date and time.
- d. If the Supplier is using its own licensing agreement to send its arrangement, the Supplier must keep the CPC Connect conversation open until at least 30 business days after the RFSA closing date and time
- e. The RFSA number should be identified in the CPC Connect message field of all electronic transfers.
- f. It should be noted that the use of CPC Connect service requires a Canadian mailing address. Should a supplier not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the RFSA in order to register for the CPC Connect service.
- g. For arrangements transmitted by CPC Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the arrangement including, but not limited to, the following:
  - i. receipt of garbled, corrupted or incomplete arrangement;
  - ii. availability or condition of the CPC Connect service;
  - iii. incompatibility between the sending and receiving equipment;
  - iv. delay in transmission or receipt of the arrangement;
  - v. failure of the Supplier to properly identify the arrangement;
  - vi. illegibility of the arrangement;
  - vii. security of arrangement data; or
  - viii. inability to create an electronic conversation through the CPC Connect service.
- h. The Bid Receiving Unit will send an acknowledgement of the receipt of arrangement document(s) via the CPC Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of arrangement document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- i. Suppliers must ensure that that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in CPC Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the CPC Connect system.
- j. An arrangement transmitted by CPC Connect service constitutes the formal arrangement of the Supplier and must be submitted in accordance with section 05.