



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

**Public Prosecution Service of Canada
Attn: Nathalie Simon
Nathalie.simon@ppsc-sppc.gc.ca**

**REQUEST FOR PROPOSAL
Amendment 1
DEMANDE DE PROPOSITION
Amendement 1**

**Proposal To: Public Prosecution Service
of Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out thereof.

**Proposition aux: Service des poursuites
pénales du Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexées, au(x) prix indiqué(s).

**Instructions : See Herein
Instructions: Voir aux présentes**

Issuing Office – Bureau de distribution
Public Prosecution Service of Canada
Service des poursuites pénales du Canada
Acquisitions Division
284 Wellington Street
Place Bell Centre
Ottawa, ON K1A 0H8

Title – Sujet National Off-Site Storage and Document Management	
Solicitation No. – N° de l’invitation 1000030960 Amendment 1	Date May 24, 2022
Solicitation Closes – L’invitation prend fin at – à 2:00 PM on – June 22, 2022	Time Zone Fuseau horaire EDT - HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Inquiries to: - Adresser toutes questions à : Nathalie.simon@ppsc-sppc.gc.ca	
Telephone No. – N° de téléphone : 613-716-2394	
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction : See Herein	
Delivery required - Livraison exigée See Herein	
Vendor/firm Name and address Raison sociale et adresse du fournisseur/de l’entrepreneur	
 Facsimile No. – N° de télécopieur Telephone No. – N° de téléphone	
Name and title of person authorized to sign on behalf of Vendor/firm Nom et titre de la personne autorisée à signer au nom du fournisseur/de l’entrepreneur	
 <hr/> (type or print)/ (taper ou écrire en caractères d’imprimerie)	
<hr/> Signature	<hr/> Date



AMENDMENT 1

1. 4.1.1 Technical Evaluation, 4.1.1.1 Mandatory Technical Criteria, M1.

On page 14 of the RFP is deleted in its entirety and replaced by:

Number	Mandatory Technical Criterion	MET	NOT MET
M1	Facilities – Current storage capacity and capability		
<p>The Bidder MUST have a minimum of two separate individual clients within Canada for which the Bidder provides records management and storage services. For each referenced client, the Bidder MUST demonstrate that it:</p> <ul style="list-style-type: none"> • managed a minimum average annual physical records inventory volume of 110,000 cubic feet; and • provided these services for a minimum of the last two full consecutive years leading up to the closing date of this ITQ. <p>The Bidder’s response to this criterion MUST include:</p> <ol style="list-style-type: none"> 1. Name of each client organization; 2. Name and email of a contact who can validate accuracy of services delivered for each client organization; 3. Description of the services provided to each client organization; 4. Volume (in cubic feet) of physical records storage provided to each client organization; 5. Period of time when the volume of physical records storage at d) above was stored with the Bidder (must meet the two consecutive year period leading up to the closing date of this ITQ). 			

2. Annex A, Statement of work 4.2.1.6 Delocation

On page 32 of the RFP is deleted in its entirety and replaced by:

Delocation is the one-time action and services performed to remove records from the MSP’s custody in preparation for the records’ final disposition. Final disposition options include return to the PPSC or certified secure destruction. The IMCS must be updated to reflect delocation and final disposition.

The MSP must possess as a minimum capability, the ability to accurately remove from storage, update inventory, palletize and shrink wrap the inventory material for transportation in quantities of 500 containers daily per warehouse location.

The MSP must update their IT Systems Portal to reflect delocation.

ALL OTHER TERMS AND CLAUSES REAMIN UNCHANGED