



ADDENDUM # 1

Date: September 22, 2022

Title: Cleaning Services for the Embassy of Canada to Greece.

The Department of Foreign Affairs, Trade and Development hereby amends, in accordance with this addendum the Request for Proposals (RFP) for the provision of cleaning services, bearing number 22-199816. This addendum hereby forms part of the RFP and the purpose is to:

1. Answer questions related to the RFP that we received

This addendum is issued prior to receipt of bids to provide for certain revisions to and clarification of the solicitation documents.

QUESTIONS AND ANSWERS

- Q1. On page 1, *Name and title of person authorized to sign on behalf of the supplier*. Is this page (as single page or entire RFP document) required to be submitted as part of our submission?
- A1. Page 1 should be signed and be part of your file called "Technical bid".
- Q2. Page 8, Paragraph 2.4.3, *Canada requires that each bid, at closing date and time or upon request from Canada's Representative, be signed by the Bidder or by an authorized representative of the Bidder*. Could you please clarify if you mean to have each section of the proposal we will submit needs to be signed or any other action is required?
- A2. Page 1 must be signed. Attachment 1 TO PART 3 – CERTIFICATION must be initialed and signed. ATTACHMENT 2 TO PART 3 – FINANCIAL BID must be signed.
- Q3. Attachment 1 To Part 3 – Certifications, page 14, Is the requirement here for C1.1, C1.2, C2, C3 in column Initial, what do we need to complete? Initial letters of our representative for example? Any file/ attachment required? For C4, C5, C6 just to complete yes or no or any attachment is required?
- A3. ATTACHMENT 1 TO PART 3 you need to initial C1.1, C1.2, C2, C3 and for C4, C5, C6 you need to check yes or no and date and sign the CERTIFICATION STATEMENT on page 16.
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ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED