



Procurement and Contracting Services
30 Victoria Street
Gatineau, Quebec K1A 0M6

REQUEST FOR INFORMATION AMENDMENT

The Request for Information is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Information remain the same.

RFI Amendment No. 1	RFI Amendment Date: October 10, 2022
Office of the Chief Electoral Officer File No. ECBH-RFI-2022-1638	
Title: Field Service Supply Solution (FSSS)	
Request for Information Closing Date: October 21, 2022	
ENQUIRIES – address enquiries to the Contracting Authority: Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6 supplier@elections.ca	
Attention: Brandon Hua	Tel No. 873-415-0459

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Information for Field Service Supply Solution (FSSS) bearing number ECBH-RFI-2022-1638 and dated September 21, 2022 (the “RFI”). This amendment hereby forms part of the RFI.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFI and used in this amendment shall have the same meanings assigned to them in the RFI.

Part 2. Questions and Answers

The following question(s) have been asked in response to the Request for Information and Elections Canada hereby answers as follows:

2.1 Question No. 1

Question:

Hardware is a commodity - Devices are relatively inexpensive, widely available, can function on a plug and play basis, and are interchangeable with other hardware of its type; (Page 11 - Guiding Principle) - Is EC looking for the proponent to install hardware solutions?

Answer:

This will depend on the solution proposed

2.2 Question No. 2

Question:

Solutions are modular - an ‘Election in a Box’ kit can be assembled for each service point from a base kit, easily adding and removing components needed for the type of service; (Page 11 - Guiding Principle) – What does ‘Election in a Box’ mean? Additionally, is EC looking for someone to install hardware solutions related to this RFI?

Answer:

An ‘Election in a box’ is a term used to represent a kit containing equipment that is identical for all service points in which it is used. It can be easily assembled from a base kit of equipment, with the potential to add/remove components based on unique requirements of a service point. Users would be able to easily assemble and

decommission the equipment with little guidance and training. As the kits are all composed of the same equipment they are easily exchangeable or replaceable from other service points.

2.3 Question No. 3

Question:

Supply, warehousing, distribution and recovery of materials and equipment. This includes accessories and consumable goods; (Page 12 - scope of services) – Is EC looking for the proponent to provide all the capabilities mentioned here? (Supply, warehousing, distribution and recovery of materials and equipment)

Answer:

EC is seeking input from suppliers on different ways the required services could be provided. We have not made an assumption regarding the number of suppliers needed to satisfy all capabilities.

2.4 Question No. 4

Question:

Option for installation and configuration of equipment in service points, but options for installation to be completed by local field office staff; (Page 12 - scope of services) – Is EC looking for someone to install and configure the equipment (hardware) in service points?

Answer:

This will depend on the solution proposed.