

Q&A #1 - W6369-22-X007
Office Ergonomic Assessments

Number	Questions/Answers/Amendments				
Question #1	Would the Department of National Defence (DND) be willing to amend ATTACHMENT 1 to PART 3, PRICING SCHEDULE, under Cancellation, where it states that 'No charge for first cancellation or no-show without 24 hours' notice' to instead be open to the proponent to state if they charge a fee for first incident, and if so, the amount of that fee?				
Answer #1	Yes, Please see Amendment #1.				
Amendment #1	<p>RFP W6369-22-X007 is hereby amended as follows:</p> <p>A) <u>DELETE</u> Attachment 1 To Part 3, Pricing Schedule under Cancellation in its entirety and <u>INSERT</u> the following:</p> <p>CANCELLATION</p> <p>If Canada cancels or reschedules an appointment without providing a written notice of at least 24 hours, the Contractor will be paid as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">More than 24 hours prior to Scheduled Appointment</th> <th style="text-align: center;">24 hours or less prior to Scheduled Appointment</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; vertical-align: top;">No Charge</td> <td style="text-align: center; vertical-align: top;"> Half the cost of an assessment for 1st cancellation or no-show without 24 hours' notice: \$__ (to be specified by the Bidder in their Financial Proposal) charge for the 2nd and any subsequent no-shows by the <u>same</u> public service employee. </td> </tr> </tbody> </table> <p>**The Cancellation charge will not be part of the Financial Evaluation**</p> <p>B) <u>DELETE</u> Annex "A" – Statement of Work, Section 6. Constraints, in its entirety and <u>INSERT</u> the following:</p> <p>6. CONSTRAINTS</p> <p>6.1 The Contractor agrees that its policy for "no-shows" or appointments cancelled with less than 24 hours' notice will be a charge of half the cost of an assessment to the TA, any subsequent no-shows by the same employee will be charged in accordance with the rates identified in Annex "B" – Basis of Payment. The TA's Office must promptly advise of the first no-show and will intervene with the employee and supervisor after the second no-show. Refer to Annex "B" – Basis of Payment, Section 3 - Cancellation.</p> <p>C) <u>DELETE</u> Basis of Payment, Section 3 Cancellation in its entirety <u>INSERT</u> the following:</p> <p style="text-align: center;">ANNEX "B" – BASIS OF PAYMENT</p> <p>3. CANCELLATION</p>	More than 24 hours prior to Scheduled Appointment	24 hours or less prior to Scheduled Appointment	No Charge	Half the cost of an assessment for 1st cancellation or no-show without 24 hours' notice: \$__ (to be specified by the Bidder in their Financial Proposal) charge for the 2 nd and any subsequent no-shows by the <u>same</u> public service employee.
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