



QUESTIONS AND ANSWERS – SERIES 2

- Q1. Can I ask if this contract exists currently at an existing vendor?
- A1. Yes – RRD Canada (Moore) currently holds this contract.
- Q2. Will stock be required to be moved from that vendor to the possible new supplier?
- A2. No – the existing contract holder will ship remaining assets as required until the stock is diminished. Note this may be a shipment to a central location or dispersed throughout the country.
- Q3. Does the winning vendor need to be in the NCR?
- A3. No.
- Q4. How many locations are there that items might be shipped to, and in what quantities? Are we mainly looking at printing and shipping all items as they are ordered, or is the intention for some to be printed in larger quantities, and then warehoused and sent out as needed to multiple locations?
- A4. Multiple locations across Canada – anywhere from 20 to 100 (as they go both to CFIA offices and labs but also private slaughterhouses etc.). The intention is for any stock to be available within a timely fashion (less than 5 business days) to be sent out so it is really up to the company how they feel they can best meet that need. Since quantities could vary from 1 order to 1000 in a single order it is likely most cost effective to have a quantity printed, warehoused and ready to be shipped.
- Q5. Are the estimated quantities for yearly usage fairly accurate, and do those represent the likely order totals, or would there be multiple monthly / quarterly orders for some items on an as-needed basis?
- A5. The yearly averages are based on historical usage. As some forms deal with animal emergencies it may be hard to predict when a particular form may see a larger usage. In general less than 20% of the forms would require more than one print per year.
- Q6. Is this the first time that these items have been amalgamated into 1 RFP (i.e. are they currently being provided by 1 supplier or provided piecemeal by multiple suppliers).
- A6. These are all currently provided by one supplier.
- Q7. Will this RFP be awarded to 1 supplier for all items, or will items be parceled out based on price or technical abilities?
- A7. A contract will be issued to only 1 company.



- Q8. For the sample submissions, is the requirement to provide those exact items to the specifications provided based on the artwork, and if so in what quantity?
- A8. Yes – the requirement is to provide the exact items to the specifications provided based on the artwork. A total of 2 samples must be provided for each.
- Q9. We are likely able to provide examples of work completed for similar organizations (Federal Government), highlighting our ability to provide multiple security features in print items, tags on specialized paper, receipts on NCR paper and any other requirements. If this would be sufficient, given the large cost associated with acquiring stock and ink (with minimums for tonnage) and going to press for a small number of samples, we would be happy to provide examples of items already produced that would match the requirements indicated in the sample request.
- A9. The requirement is to provide the exact items to the specifications provided based on the artwork. A total of 2 samples must be provided for each.

ALL OTHER TERMS AND CONDITIONS OF THE ABOVE RFP REMAIN UNCHANGED.