



<p>RETURN BIDS TO: RETOURNER LES SOUMISSIONS À:</p> <p>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</p> <p>soumissionsbids@ec.gc.ca</p> <p>BID SOLICITATION AMENDMENT MODIFICATION DE LA DEMANDE DE SOUMISSIONS</p> <p>The referenced Bid Solicitation is revised in this document; unless otherwise indicated, all other terms and conditions of the Bid Solicitation remain the same.</p> <p>La demande de soumissions citée en référence est modifiée dans ce document; sauf indication contraire, les modalités de la demande de soumissions demeurent les mêmes.</p>	<p>Title – Titre Translation, unilingual or comparative revision and translation updating.</p>	
	<p>EC Bid Solicitation No./SAP PR No. - N° de la demande de soumissions EC / N° SAP PR</p> <p>5000068561</p>	<p>Amendment No. - N° de modification</p> <p>002</p>
	<p>Date of Bid Solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ)</p> <p>2023-01-24</p>	
	<p>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</p> <p>at – à 2:00 P.M. on – le 2023-03-15</p>	<p>Time Zone – Fuseau horaire</p> <p>Eastern Standard Time (EST)</p>
	<p>F.O.B – F.A.B Destination</p>	
	<p>Address Enquiries to - Adresser toutes questions à</p> <p>Michel Lariviere à michel.lariviere@ec.gc.ca</p>	
	<p>Delivery Required (YEAR-MM-DD) / Livraison exigée (AAAA-MM-JJ) See herein</p>	
	<p>Destination of Services / Destination des services See herein</p>	
<p>Security / Sécurité See herein</p>		



The amendment to the bid solicitation is to address the following enquiries received:

[Response(s) (R) to Question(s) (Q)]

Q1. Annex A, Section 5.1.4 – What is the anticipated frequency, and volume of translation expected to be required after hours, on weekends or on statutory holidays?

R1 The frequency is very variable, but these types of requests can occur a few times from one week to another.

The volume of words per request can range from 200 to 1000 words, but can sometimes be up to 3000 words.

Q2. Annex A, Section 5.2 – How much notice will be given in advance of requests for standby services? Can you please confirm that standby services will be paid for the duration of the standby period at the appropriate hourly rate regardless of whether or not translation work is received?

R2 Whenever possible, a 24- to 48-hour notice including the type of services requested and the estimated volume of words is given to the Contractor, but it could be sometimes less than a 12-hour notice.

A new category “**1f – Standby**” is added to the table in Attachment 1 to Part 3 of the (refer to the revised table below).

Q3. Attachment 1 to Part 3 – The solicitation asks for hourly rates. Typically, translation is charged at a per word rate. Could you please confirm that ECCC requires hourly pricing, even for translation services?

R3 ECCC confirm the requirement for hourly pricing, even for translation services.

The bid solicitation is amended as follows:

1) **Delete:** ATTACHMENT 1 TO PART 3

Insert:

ATTACHMENT 1 TO PART 3

FINANCIAL BID PRESENTATION SHEET

Financial Proposal

The Bidder must complete this Financial Bid Presentation Sheet and include it in its financial bid. Prices and rates must only appear in the Financial Bid and in no other part of the bid.



The Bidder must enter the all-inclusive* hourly rate for each category of service to be assigned to the work.

The total amount of Goods and Services Tax or Harmonized Sales Tax is to be shown separately, if applicable.

The volumetric data included in this pricing schedule are provided for bid evaluated price determination purposes only. They are not to be considered as a contractual guarantee. Their inclusion in this pricing schedule does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.

Translation, unilingual or comparative revision and translation updating		Volumetric Data per hour (Estimated level of effort)	All-inclusive* hourly rate (in Cdn dollars)	Total (in Cdn dollars)
		A	B	C = A x B
1. Initial Contract Period – April 01, 2013, to March 31, 2024				
1a	Working day (8 am to 5 pm)	<u>Translation:</u> 200 words <u>Revision:</u> 400 words	<bidder to complete>	\$_ <bidder to complete>
1b	After regular business hours (5 pm to 10 pm)		<bidder to complete>	\$_ <bidder to complete>
1c	Day of rest (Saturday and Sunday)		<bidder to complete>	\$_ <bidder to complete>
1d	Statutory holiday		<bidder to complete>	\$_ <bidder to complete>
1e	Urgent Work		<bidder to complete>	\$_ <bidder to complete>
1f	Standby		<bidder to complete>	\$_ <bidder to complete>
Total for the Initial Contract Period:				\$_ <bidder to complete>
2. Option Period 1 (from April 01, 2024, to March 31, 2025)				
2a	Working day (8 am to 5 pm)	<u>Translation:</u> 200 words <u>Revision:</u> 400 words	<bidder to complete>	\$_ <bidder to complete>
2b	After regular business hours (5 pm to 10 pm)		<bidder to complete>	\$_ <bidder to complete>
2c	Day of rest (Saturday and Sunday)		<bidder to complete>	\$_ <bidder to complete>
2d	Statutory holiday		<bidder to complete>	\$_ <bidder to complete>
2e	Urgent Work		<bidder to complete>	\$_ <bidder to complete>
2f	Standby		<bidder to complete>	\$_ <bidder to complete>
Total for Option Period 1:				\$_ <bidder to complete>
3. Option Period 2 (from April 01, 2025, to March 31, 2026)				
3a	Working day (8 am to 5 pm)	<u>Translation:</u> 200 words	<bidder to complete>	\$_ <bidder to complete>
3b	After regular business hours (5 pm to 10 pm)		<bidder to complete>	\$_ <bidder to complete>



Translation, unilingual or comparative revision and translation updating		Volumetric Data per hour (Estimated level of effort)	All-inclusive* hourly rate (in Cdn dollars)	Total (in Cdn dollars)
		A	B	C = A x B
3c	Day of rest (Saturday and Sunday)	Revision: 400 words	<bidder to complete>	\$_ <bidder to complete>
3d	Statutory holiday		<bidder to complete>	\$_ <bidder to complete>
3e	Urgent Work		<bidder to complete>	\$_ <bidder to complete>
3f	Standby		<bidder to complete>	\$_ <bidder to complete>
Total for Option Period 2:				\$_ <bidder to complete>
Total Evaluated Bid Price (applicable taxes excluded): (Total for the initial period + Total for option periods 1 and 2)				\$_ <bidder to complete>
Applicable Taxes (Insert the percentage of the applicable tax rate)				%_ <bidder to complete>
(Insert the applicable amount)				\$_ <bidder to complete>

* All-inclusive hourly rates are firm and include overhead profit and expenses such as travel and time to NCR facilities.

2) Delete: ANNEX "B"

Insert:

ANNEX "B"

BASIS OF PAYMENT

Translation, unilingual or comparative revision and translation updating		All-inclusive hourly rate (in Cdn dollars)
1.	Initial Contract Period – April 01, 2013, to March 31, 2024	
1a	Working day (8 am to 5 pm)	
1b	After regular business hours (5 pm to 10 pm)	
1c	Day of rest (Saturday and Sunday)	
1d	Statutory holiday	
1e	Urgent Work	



1f	Standby	
2.	Option Period 1 (from April 01, 2024, to March 31, 2025)	
2a	Working day (8 am to 5 pm)	
2b	After regular business hours (5 pm to 10 pm)	
2c	Day of rest (Saturday and Sunday)	
2d	Statutory holiday	
2e	Urgent Work	
2f	Standby	
3.	Option Period 2 (from April 01, 2025, to March 31, 2026)	
3a	Working day (8 am to 5 pm)	
3b	After regular business hours (5 pm to 10 pm)	
3c	Day of rest (Saturday and Sunday)	
3d	Statutory holiday	
3e	Urgent Work	
3f	Standby	

3) **Delete:** Bid solicitation closes (YEAR-MM-DD): 2023-03-08 at 2:00 P.M.

Insert:

Bid solicitation closes (YEAR-MM-DD): **2023-03-15 at 2:00 P.M.**

All other terms and conditions of the Bid Solicitation remain the same.