

## 2023-00283 (B0688) – Translation, Editing and Transcription Services

### Addendum #4

1. In Regards of the language requirements is the French in your tender refers to French Canadian, or French France, or both?

- The translations would need to align with Canadian standards

2. In Regards to Mandatory Technical Criteria – Translation Item 1: is that a disqualifying requirement as we have done some work in the field but not extensive one to meet your criteria.

- Each and every one of the Mandatory Criteria must be met in order for your bid to be compliant.

3. In Regards to Mandatory Technical Criteria – Translation Item 3: we have been awarded a contract in Canada back in 2019 and have been working on subcontracted contracts in the field in the US since 2016.

- Each and every one of the Mandatory Criteria must be met in order for your bid to be compliant.

4. In Regards to Mandatory Technical Criteria – Transcription Services Item 2: is that a disqualifying requirement as we have never worked with a Canadian Federal or Provincial Science Based Department or Agency.

- Each and every one of the Mandatory Criteria must be met in order for your bid to be compliant.

5. In Regards to 5.1.1 Integrity Provisions - Declaration of Convicted Offences, do we as a US based company have to provide such certification?

- Yes

6. In Regards to Transcription services

1. will it be from English to English or from English to French & vice versa?

- It will be English to English or French to French

2. will it be transcription from a scripted file for the Audio/Video file or directly from the Audio/Video file?

- The majority of the transcription would be directly from video files, however there may be occasion for transcription from audio files.