



**RETURN BIDS TO:**

Office of the Superintendent of Financial  
Institutions

Email: [facilities@osfi-bsif.gc.ca](mailto:facilities@osfi-bsif.gc.ca)

Cc: [himani.joshi@osfi-bsif.gc.ca](mailto:himani.joshi@osfi-bsif.gc.ca)

**REQUEST FOR PROPOSAL**

**Proposal To: Office of the  
Superintendent of Financial Institutions**

We hereby offer to sell to His Majesty the King in right  
of Canada, in accordance with the terms and  
conditions set out herein, referred to herein or attached  
hereto, the goods, services, and construction listed  
herein and on any attached sheets at the price(s) set  
out thereof.

**This document contains a Security Requirement**

**Vendor/Firm Name and address**

**Issuing Office – Bureau de distribution**

Facilities and Materiel Services  
255 Albert Street, 12<sup>th</sup> Floor  
Ottawa, ON  
K1A 0H2

<b>Title</b> Videoconference Maintenance Agreement	
<b>Solicitation No.</b> 20221312 AMD#002	<b>Date</b> 2023-04-13
<b>Client Reference No.</b> 20121312	
<b>GETS Reference No.</b> 20221312	
<b>Solicitation Closes</b>  <b>at 02 :00 PM</b> <b>on 2023-05-02</b>	<b>Time Zone</b> Eastern Daylight Time EDT
<b>D.D.P.</b> Delivered Duty Paid	
<b>Address Inquiries to : Himani Joshi, Facilities &amp; Materiel Services Officer</b>	
<b>Email</b> <a href="mailto:himani.joshi@osfi-bsif.gc.ca">himani.joshi@osfi-bsif.gc.ca</a>	<b>FAX No.</b>
<b>Destination – of Goods, Services, and Construction:</b> See Herein	

**Instructions:**

<b>Delivery</b> See Herein	<b>Delivered Offered</b>
<b>Vendor/firm Name and address</b>	
<b>Facsimile No.</b> <b>Telephone No.</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/firm (type or print)-</b>	
<b>Signature</b>	<b>Date</b>



**AMENDMENT 002 is hereby issued to amend the RFP with the following items:**

Respond to Questions 3,4 and 5:  
Update Rated Criteria Table (R.2)

**Respond to Questions 3,4 and 5:**

**Q3:** I hope all is well for Solicitation No. 20221312 is managing bridges a requirement or will you be managing - "R.2 The bidder should provide up to 3 examples where they demonstrate experience in supporting videoconferencing systems (rooms and bridges)"

**A3:** Managing bridges are not a requirement, they would be done internally by OSFI. This requirement will also be removed from the Rated Criteria R.2 in this amendment.

**Q4:** Are partial bids accepted to provide Support and Maintenance only?

**A4:** No, partial bids will not be accepted. Bids must include both the transition to Clariti and the support and maintenance.

**Q5:** Are we to manage licensing and updates via Clariti or just transition the licenses from their current situation into Clariti?

**A5:** As per the statement of work (Section 3.2), the transition from our current setup to Clariti is required as well as the initial 10 licenses. After the migration, OSFI will be managing the licenses and updates.

**Update Rated Criteria Table (R.2)**

At page 9 - **2.1.2 Point Rated Technical Criteria (Table)**

DELETE the **R.2** row in its entirety;

INSERT following **R.2** row:

<p><b>R.2</b> The bidder should provide up to 3 examples where they demonstrate experience in supporting videoconferencing systems (rooms <b>or</b> bridges) comprising of Poly, Crestron, Extron and other OEM equipment. The experience must have been acquired within the last five (5) years.</p> <p>Bidders must provide the following details as to, where, when and how the stated experience was acquired per each example:</p> <ol style="list-style-type: none"> <li>1. Where (client name, organization name and address);</li> <li>2. When (start and end dates of the engagement):</li> <li>3. How (details about the work performed during the engagement) the stated experience was obtained;</li> </ol> <p>10 points per Canadian Federal Government departments or Agencies. 5 points per non-government organisation.</p> <p>Up to a maximum of 30 points.</p>	<b>20</b>	
--	-----------	--

**All other terms and conditions remain unchanged.**