



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

11 Laurier St./11, rue Laurier

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise  
indicated, all other terms and conditions of the Solicitation  
remain the same.

Ce document est par la présente révisé; sauf indication contraire,  
les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Resource and Data Management Division / Division de  
la gestion des ressources et des données  
Terrasses de la Chaudière  
4th Floor, 10 Wellington Street  
4th etage, 10, rue Wellington  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Automated and Manual Data Capture Automated and Manual Data Capture Solution	
<b>Solicitation No. - N° de l'invitation</b> 45045-210123/B	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> 000013000	<b>Date</b> 2023-04-25
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XL-173-41352	
<b>File No. - N° de dossier</b> 173xl.45045-210123	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Daylight Saving Time EDT <b>on - le 2023-04-27</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Cunningham, Nikita	<b>Buyer Id - Id de l'acheteur</b> 173xl
<b>Telephone No. - N° de téléphone</b> (343) 575-7045 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**Solicitation No. – N° de l'invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l'acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

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Solicitation Amendment 004 is raised to:

- Answer questions from Industry.
  - Insert Form 8 – Electronic Payment under Annex I – Bidder Forms
  - Amend Annex B – Basis of Payment
- 

**Question 108:**

In section 7.26 Licensed Software - Could you provide further details in reference to the ownership of the software licenses? i.e. How do you define Perpetual and Subscription Software and the payments associated with both the software license models

**Answer 108:**

Perpetual and Subscription licenses are industry standard terms. Payment associated with the perpetual licenses and Subscription licenses are identified in section 7.15 – Method of Payment.

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**Question 109:**

Related to above question #1 for the perpetual user licenses required, what are the user personas? i.e. for individuals to validate data from the images that the system was not able extract ?

**Answer 109:**

Different user persona, for Example: Data Capture, Administrators, Developers, etc

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**Question 110:**

APPENDIX A TO ANNEX A: Scope Of The Functionality For The Solution point n) Language 1.1.n.3 j) What alphabet are the indigenous languages based off of (please provide an inclusive list)? Is it mandatory to pick up all indigenous languages?

**Answer 110:**

Please supply what Alphabet indigenous languages that are used in Canada that you have available. Please note this is a point rated Criteria.

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**Question 111:**

RE: 5.1 (a) Integrity Provisions - Declaration of Convicted Offences

**Solicitation No. – N° de l’invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l’acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

None of the conditions listed <https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html> apply to our company. Can Canada confirm if the conditions are not applicable that completing the form is not required.

If it is required, do we complete both forms: the form listed on the Integrity Regime website and Form 5 – Declaration Form that is included in Annex H?

**Answer 111:**

All bidders are required to provide the integrity declaration form in addition to Annex I – Bidder forms.

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**Question 112:**

Can Canada Confirm that only scanned pages would be processed by the Solution?

**Answer 112:**

Statistics Canada is looking for a solution that can import and export various modes, not just scanned documents, ex: excel, PDF, etc. As specified in the Statement of work.

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**Question 113:**

Can Canada describe how scan pages submitted to the Solution to be processed are expected to be related to a specific document. i.e., What information is available to connect a page to a specific document?

**Answer 113:**

The template should associate to an image by way of a pre-defined unique ID, in a specified location and orientation.

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**Question 114:**

Can the Solution provider assume that a pages/document “inventory” maintained by StatsCan will be accessible by the Solution to confirm the existence and validate the completeness of the submitted documents?

**Answer 114:**

It needs to maintain the completeness of the document vs pages and identify the job and how many pages are defined in the construction of the document and can handle attachments as well as missing pages.

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**Solicitation No. – N° de l’invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l’acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

**Question 115:**

In the event a Document is resubmitted to the Solution, would all the pages systematically be resubmitted?

**Answer 115:**

Depends on the reason why it was resubmitted and whether or not the whole document would need to be resubmitted to the solution or an individual page.

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**Question 116:**

Can the Solution provider assume that all pages for a Document will be provided at the same time either for initial Document submission or re-submission?

**Answer 116:**

Not necessarily, in general they should be all at once. Depends on the reason why it was resubmitted and whether or not the whole document would need to be resubmitted to the solution or an individual page

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**Question 117:**

Can you provide details on how Statistics Canada will submit pages/documents to the Solution?

**Answer 117:**

Dependent on the solution, and we cannot supply information at this time.

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**Question 118:**

Is StatsCan expectation to be “push” (after StatsCan deposits pages/documents in a predefined location it triggers the processing) or a Solution “pull” (StatsCan puts pages/documents in a predefined location (queue) and Solution pulls the queue to process the documents)? Or is that still open for discussion?

**Answer 118:**

**Solicitation No. – N° de l'invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l'acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

Canada at this time cannot provide this information

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**Question 119:**

At what Document level is prioritization expected (Document Type, Specific Document)?

**Answer 119:**

The solution should have the option to prioritize by job, batch or document, as well as simultaneously.

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**Question 120:**

Timing: when would document prioritization be performed? Before documents are submitted or as they are processed?

**Answer 120:**

Anytime in any process the solution would need to have the ability to modify the priority status

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**Question 121:**

RE: ANNEX I - BIDDER FORMS (FORM 1 - BID SUBMISSION FORM). The form states: "2. This bid is valid for the period requested in the bid solicitation;"; however, there is no validity period included in the bid solicitation. Can Canada please provide?

**Answer 121:**

Please refer to Section 2.1 Standard instructions, Clauses and Conditions subsection (d) (i) (i)

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**Question 122:**

As per Section 2.1.5 (2), bids are to be submitted using epost Connect service. The link provided in the RFP, directs vendor to the main Canada Post site where vendor created an account and was denied access. Canada Post Technical Support indicated the supplier should have provide the bidder with an "invitation". Can you please provide vendor with guidance on how to move forward, if vendor does not have a current account set-up in order to submit bid. This is time sensitive as Canada Post Tech support also indicated this process could take up to 6 business days, and the RFP submission is due in 14 days.

**Solicitation No. – N° de l'invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l'acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

**Answer 122:** Please refer to section 2.1.5 Transmission by facsimile or by epost Connect

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**Question 123:**

Will Vendor's Technical Support Team have access to Stats Canada ticketing system?

**Answer 123:**

No, the bidder will not have access to Statistics Canada Ticketing system.

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**Question 124:**

What is the geographical make-up of the Stat's Canada associates that would require support? (i.e., from Technical Support perspective).

**Answer 124:**

It could potentially be across Canada, but technical support would be 7am-7pm EST.

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**Question 125:**

It appears that Stats Canada is looking for a full breakdown of all software components proposed in the bid. Section 3.2 Section 1 of the Technical Bid subsection (vii) states "The Bidder must include a complete list identifying the name and the version number of each component of the Licensed Software required for the proposed Software Solution" AND it is reiterated in 3.3 Section II Financial Bid subsection c, where it states "All costs to be included: The financial bid must include all costs for the requirement described in the bid solicitation for the entire contract Period...." There is no provision to itemize all costs in the financial tables in Annex B Basis of Payment. Would you consider expanding Table 1 to allow the responders to include these line items?

**Answer 125:**

No, Canada at this time will not be extending Table 1.

**Question 126:**

Please confirm that in accordance with answer 10 and 24 and in 4.5 Financial Evaluation, the stated 35 Million estimated pages per month will be used in the overall evaluation for the yearly usage total? There is no section to list this in the Financial Tables in Annex B.

**Answer 126:**

**Solicitation No. – N° de l'invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l'acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

This is a licensed based solution, not an image based solution. Canada does not commit to a set volume of documents per year given the requirement is a Commercial off the shelf on-premise solution. 35 million is an estimation.

**Question 127:**

Will there be a provision made for compensating vendors if volumes exceed the projected annual

**Answer 127:**

No, Canada does not commit to a set volume of documents per year given the requirement is a Commercial off the shelf on-premise solution. 35 million is an estimation.

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**Question 128:**

Will there be a provision made for compensating vendors if volumes exceed the projected annual volume of 35 million per month or 420 million per year?

**Answer 128:**

No, Canada does not commit to a set volume of documents per year given the requirement is a Commercial off the shelf on-premise solution. 35 million is an estimation.

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**Question 129:**

Page 64, Section 4.1 Deliverables, section a, subsection iii states the bidder is expected to be "Providing support to ensure Statistics Canada maximizes both **the use and cost effectiveness of the Solution.**" For those vendors offering either a device license or usage model rather than a user license model, these alternate models will also address the objective of maximizing the use of the solution while driving a significant incremental savings for Stats Canada - especially if the usage drops below the 35 million per month threshold. Would you consider providing an optional table in Annex B Basis of Payment for tiered pricing based on usage as an optional model for consideration?

**Answer 129:**

No, Canada at this time is currently looking to solicit a user license model in a unlimited document threshold.

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**Question 130:**

Table 4 page 85 and Table 5 page 86 asks for pro-rated additional licenses. Answer #41 in relation to Table 5 states "Yes, Canada can confirm the subscription Licenses period is 12 months (1 year)". Can you confirm if additional licenses are compensated on a pro-rated basis or are for a full 12 months?

**Answer 130:**

**Solicitation No. – N° de l'invitation**  
45045-210123/B

**Amd. No – N° de la modif.**  
004

**Buyer ID – Id de l'acheteur**  
173XL

**Client Ref. No. – N° de réf. De client**  
**45045-210123**

**File No. – N° du dossier**

**CCC No. / N° CCC – FMS No/ N° VME**

Canada confirms each subscription licenses is for a period of 12 months.

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**Question 131:**

We have submitted a number of questions without any response to date. There were also answers supplied back in Amendment 1 and 2 that suggested new forms and tables would be supplied but we have not seen these shared yet. Our answers are necessary for us to prepare a complete response. Given the delay, will Stats Canada consider extending the close date by 2 weeks?

**Answer 131:**

All questions asked by industry have been answered to date. As the information is currently supplied already in the solicitation the solicitation will not be extended.

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**Question 132:**

Will Canada kindly extend the RFP submission date? Due to the complexity and effort required to provide a detailed response, we are requesting a 3 - 4 week extension.

**Answer 132:**

No, the solicitation will not be extended.

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**Insert:** Form 8 – Electronic Payment under Annex I – Bidder Forms

**FORM 8 - ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts to be paid by any of the following Electronic Payment Instrument(s):

- ( ) VISA Acquisition Card;
- ( ) MasterCard Acquisition Card;
- ( ) Direct Deposit (Domestic and International);
- ( ) Electronic Data Interchange (EDI);
- ( ) Wire Transfer (International Only);
- ( ) Large Value Transfer System (LVTS) (Over \$25M);

**Delete** the following in it entirety and;

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

Insert:

**ANNEX B**  
**BASIS OF PAYMENT**

<b>TABLE 1</b> <b>INITIAL REQUIREMENT OF USER LICENSES</b>					
<b>Item # (A)</b>	<b><u>DESCRIPTION</u></b>	<b><u>Unit of Measure</u> (B)</b>	<b><u>Qty.</u></b>	<b><u>Unit Price</u></b>	<b><u>Extended Price</u> (C)</b>
<b>1</b>	Automated and Manual Data Capture Solution - <b>Perpetual Licenses</b>	Per User License	150	\$ _____ -	\$ _____
<b>TOTAL (Item 1, Column C):</b>					\$ _____

<b>TABLE 2</b> <b>IMPLEMENTATION SUPPORT</b> <b>FIRM ALL-INCLUSIVE LOT PRICE (Cdn \$)</b>				
<b>Item # (A)</b>	<b><u>DESCRIPTION</u></b>	<b><u>Unit of Measure</u> (B)</b>	<b><u>Qty</u></b>	<b><u>Extended Price</u> (C)</b>
<b>1</b>	Firm All-Inclusive Price in CAD\$ (applicable taxes extra) for the delivery of the AMDS solution with the functionality as described in the Annex A – Statement of Work including, Installation, Configuration, Template Migration and User Acceptance testing to Canada.	Firm all-inclusive Lot Price	1	\$ _____
<b>TOTAL (Sum of Item 1, Column C) (Applicable Taxes Excluded)</b>				\$ _____

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

<b>TABLE 3</b> <b>TRAINING SUPPORT</b> <b>FIRM ALL-INCLUSIVE LOT PRICE (Cdn \$)</b>				
<b>Item # (A)</b>	<b><u>DESCRIPTION</u></b>	<b><u>Unit of Measure</u> (B)</b>	<b><u>Qty</u></b>	<b><u>Extended Price</u> (C)</b>
<b>1</b>	Firm All-Inclusive Price in CAD\$ (applicable taxes extra) for the delivery of the AMDS solution with the functionality as described in the Annex A – Statement of Work including, Installation, Configuration, Solution End users, Data Extraction and recognition, ML models, User permission and access control, Template development, system Integration, File Classification and manipulation, reporting, File identification and extraction. to Canada.	Firm all-inclusive Lot Price	1	\$ _____
TOTAL (Sum of Item 1, Column C) (Applicable Taxes Excluded)				\$ _____

<b>TABLE 4</b> <b>OPTIONAL REQUIREMENT OF USER LICENSES</b>					
<b>Item # (A)</b>	<b><u>DESCRIPTION</u></b>	<b><u>Unit of Measure</u> (B)</b>	<b><u>Qty.</u></b>	<b><u>Unit Price</u></b>	<b><u>Extended Price</u> (C)</b>
<b>1</b>	Automated and Manual Data Capture Solution – <b>Subscription Licenses</b>	Per User License		\$ _____ –	\$ _____
TOTAL (Item 1, Column C):					\$ _____

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

Item # (A)	<b><u>Table 5</u></b>	<b><u>Cost per Additional User License (B)</u></b>
	<b><u>DESCRIPTION</u></b> For the provision of additional AMDS Perpetual Licensed Software. Software Maintenance and Support Services may be subject to pro-rating in order to co-term to one Maintenance and Support Services period.	
1	Initial Contract Period: Additional Userlicense(s) as per Description	\$_____
2	Option Year 1: Additional User license(s) as per Description	\$_____
3	Option Year 2: Additional User license(s) as per Description	\$_____
4	Option Year 3: Additional User license(s) as per Description	\$_____
5	Option Year 4: Additional User license(s) as per Description	\$_____
6	Option Year 5: Additional User license(s) as per Description	\$_____
7	Option Year 6: Additional User license(s) as per Description	\$_____
8	Option Year 7: Additional User license(s) as per Description	\$_____
9	Option Year 8: Additional User license(s) as per Description	\$_____
10	Option Year 9: Additional User license(s) as per Description	\$_____
TOTAL (Sum of Items 1-16, Column D) (Applicable Taxes Excluded)		

Item # (A)	<b><u>Table 6</u></b>	<b><u>Cost per Additional User License (B)</u></b>
	<b><u>DESCRIPTION</u></b> For the provision of additional AMDS Subscription Licensed Software. Software Maintenance and Support Services may be subject to pro-rating in order to co-term to one Maintenance and Support Services period.	
1	Initial Contract Period: Additional User license(s) as per Description	\$_____
2	Option Year 1: Additional User license(s) as per Description	\$_____
3	Option Year 2: Additional User license(s) as per Description	\$_____
4	Option Year 3: Additional User license(s) as per Description	\$_____
5	Option Year 4: Additional User license(s) as per Description	\$_____

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

6	Option Year 5: Additional User license(s) as per Description	\$ _____
7	Option Year 6: Additional User license(s) as per Description	\$ _____
8	Option Year 7: Additional User license(s) as per Description	\$ _____
9	Option Year 8: Additional User license(s) as per Description	\$ _____
10	Option Year 9: Additional User license(s) as per Description	\$ _____
TOTAL (Sum of Items 1-16, Column D)		
(Applicable Taxes Excluded)		

**TABLE 7**

**OPTION TO EXTEND THE SOFTWARE MAINTENANCE AND SUPPORT SERVICES PERIOD**

**FIRM ALL-INCLUSIVE LOT PRICE (Cdn \$)**

<b>Item # (A)</b>	<b>DESCRIPTION</b> For the provision of Software Maintenance and Support Services on all AMDS Perpetual User Licenses	<b>All-Inclusive Lot Price (B)</b>
1	Option Year 1: Software Maintenance and Support Services as per Description	\$ _____
2	Option Year 2: Software Maintenance and Support Services as per Description	\$ _____
3	Option Year 3: Software Maintenance and Support Services as per Description	\$ _____
4	Option Year 4: Software Maintenance and Support Services as per Description	\$ _____
5	Option Year 5: Software Maintenance and Support Services as per Description	\$ _____
6	Option Year 6: Software Maintenance and Support Services as per Description	\$ _____
7	Option Year 7: Software Maintenance and Support Services as per Description	\$ _____
8	Option Year 8: Software Maintenance and Support Services as per Description	\$ _____
9	Option Year 9: Software Maintenance and Support Services as per Description	\$ _____
TOTAL (Sum of Items 1-9, Column B)		
(Applicable Taxes Excluded)		\$ _____

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

**TABLE 8**

**PROFESSIONAL SERVICES INCLUDING TRAINING – via Task Authorizations**

Firm all-inclusive per diem rates (CDN \$) for Optional Professional Services to be provided on an as-and-when requested basis described in Annex A –Statement of Work and in accordance with the Task Authorization Process:

Item #	Resource Category	Initial Contract Period	Option Period 1	Option Period 2	Option Period 3	Option Period 4	Option Period 5	Option Period 6	Option Period 7	Option Period 8	Option Period 9	Average Per Diem Rate
(A)	(B)	Firm All-Inclusive Per Diem Rate (C)	Firm All-Inclusive Per Diem Rate (D)	Firm All-Inclusive Per Diem Rate (E)	Firm All-Inclusive Per Diem Rate (F)	Firm All-Inclusive Per Diem Rate (G)	Firm All-Inclusive Per Diem Rate (H)	Firm All-Inclusive Per Diem Rate (I)	Firm All-Inclusive Per Diem Rate (J)	Firm All-Inclusive Per Diem Rate (K)	Firm All-Inclusive Per Diem Rate (L)	Sum of Columns C to L divided by 10 (M)
1		\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
2		\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
3		\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
4		\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
5		\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
(Applicable Taxes Excluded):												\$_____

**TABLE 9**

**OPTIONAL Virtual SUPPORT – via Task Authorizations**

Firm All-Inclusive Price in CAD\$ (applicable taxes extra) per hour rate for Remote Technical Support on an as-and-when requested basis, as detailed in Annex A – Statement of Work and in accordance with the Task Authorization process:

Item #	Resource Category	Initial Contract Period	Option Period 1	Option Period 2	Option Period 3	Option Period 4	Option Period 5	Option Period 6	Option Period 7	Option Period 8	Option Period 9	Average Per Hour Rate
		Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Firm All-Inclusive Per Hour Rate	Sum of Columns C to L divided by 10

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
1		\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____	\$_____
(Applicable Taxes Excluded):												\$_____

<b>Table 10</b> <b>Schedule Of Milestone Payments</b>		
<b>Milestone #</b> <b>(A)</b>	<b>Description</b> <b>(B)</b>	<b>% Of Total Implementation Price From Table 2</b> <b>(C)</b>
1	Project kick-off meeting	0%
2	Support IT with installation and Configuration of the Solution	10%
3	Deployment of the Solution in various environments	10%
4	Quality Assurance and Testing	15%
5	Training	15%
6	Implementation and Support	15%
7	Solution	15%
8	Acceptance and Close-out and ongoing support	20%
Total Implementation Price in Percentage		100%

Solicitation No. – N° de l'invitation  
45045-210123/B

Amd. No – N° de la modif.  
004

Buyer ID – Id de l'acheteur  
173XL

Client Ref. No. – N° de réf. De client  
45045-210123

File No. – N° du dossier

CCC No. / N° CCC – FMS No/ N° VME

<b>TABLE 11</b>		
<b>CALCULATION OF TOTAL BID PRICE</b>		
<b>Item # (A)</b>	<b><u>DESCRIPTION</u> (B)</b>	<b><u>All-Inclusive Lot Price</u> (C)</b>
1	Table 1- Initial Requirement Of User Licenses	\$ _____
2	Table 2- Implementation Support	\$ _____
3	Table 3 – Training Support	
4	Table 4- Optional requirement for User Licenses	\$ _____
5	Table 5 - Option for additional Perpetual Licenses	\$ _____
6	Table 6 - Option for Additional Subscription Licenses	
7	Table 7 – Option to extend the software maintenance and support Service period.	
8	Table 8 - Professional Services Including Training – Via Task Authorizations	\$ _____
9	Table 9 - Optional Remote Access Training And Support – Via Task Authorizations	\$ _____
TOTAL FOR EVALUATION PURPOSES (Sum of Column C, Items 1-9) <b>(Applicable Taxes Excluded)</b>		\$ _____

ALL OTHER TERMS AND CONDITIONS OF THE BID SOLICITATION REMAIN UNCHANGED.