



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des soumissions -
TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

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

Linguistic Services Division / Division des services
linguistiques

Les Terrasses de la Chaudière

10, rue Wellington, 5e étage

Gatineau

Québec

K1A 0S5

| | |
|---|---|
| Title - Sujet RFP Interpretation services | |
| Solicitation No. - N° de l'invitation EN960-231030/B | Amendment No. - N° modif. 006 |
| Client Reference No. - N° de référence du client 20231030 | Date 2023-08-04 |
| GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-500-41477 | |
| File No. - N° de dossier 500zf.EN960-231030 | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Daylight Saving Time EDT on - le 2023-08-15 Heure Avancée de l'Est HAE | |
| F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Fall, Moctar | Buyer Id - Id de l'acheteur 500zf |
| Telephone No. - N° de téléphone (613) 858-7801 () | FAX No. - N° de FAX () - |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PSPC/SPAC CONFERENCE INTERPRETATION INTERPRETATION DES CONFERENCES 171 SLATER ST OTTAWA-ON K1P 5H7 CANADA | |

Instructions: See Herein

Instructions: Voir aux présentes

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



Public Services and
Procurement Canada

Services publics et
Approvisionnement Canada

Canada



Serving
GOVERNMENT,
serving
CANADIANS.

PUBLIC SERVICES AND PROCUREMENT CANADA (PSPC)

AMENDMENT No. 006 TO THE REQUEST FOR PROPOSAL (RFP)

FOR THE DIRECTORY OF SUPPLIERS FOR PARLIAMENTARY AND CONFERENCE INTERPRETATION SERVICES IN OFFICIAL LANGUAGES

**ON BEHALF
OF
TRANSLATION BUREAU**

THIS AMENDMENT 006 IS RAISED TO:

1.0 Respond to questions received regarding the RFP, as detailed in Section 1.0, below.

NOTE: Respondents' clarification questions are numerically sequenced upon arrival at PSPC. Respondents are hereby advised that questions and answers for this solicitation may be issued via CanadaBuys.ca out of sequence.

1.0 Respond to questions regarding the RFP:

Note: Questions may have been modified and/or condensed.

| QUESTIONS | ANSWERS |
|--|---|
| <p>1) I have two questions regarding the RFP EN960-231030/B:</p> <p>1.1 It is possible to sign the documents electronically, such Adobe Acrobat?</p> <p>1.2 To transmit the submission by Connection, must sections I, II and III be sent separately in three messages or one after the other in the same message?</p> | <p>1)</p> <p>1.1 Yes, the documents can be electronically signed with Adobe Acrobat.</p> <p>1.2 It is not necessary to send sections I, II, III in three messages, but make sure that the three sections are well separated in your bid by inserting a page break, for example.</p> |
| <p>2) I have a few questions regarding Attachment C (Application for Registration (AFR):</p> <p>2.1 If I understand correctly, Section B should not be completed (it is completed by the security program managers)?</p> <p>2.2 For section C, in the box "Position title within the organization", should we indicate our management title (e.g. sole proprietor, directors, etc.) or our position title (interpreter in this specific case)?</p> <p>2.3 Should section D be completed if our business is not governed by a board of directors (e.g. in the case of a sole proprietor)?</p> <p>2.4 In section E-1, does the facility security clearance match the bidders security clearance (e.g. Level II – secret security clearance)?</p> | <p>2)</p> <p>2.1 to 2.3 As mentioned in question 6 of amendment 004, All sections of the form must be completed. A word document entitled «Guidance on how to complete the Application for Registration Form» is also available in the annexes and attachments published on August 1, 2023 under CanadaBuys.</p> <p>2.4 You must answer yes if you have a facility security clearance or no if you do not have one.</p> |

| QUESTIONS | ANSWERS |
|--|--|
| | <p>A facility security clearance (FSC) allows an organization to clear their personnel at the classified level in order to access classified information, assets and work sites.</p> <p>You can contact the Contract Security Program Customer Service Centers for organizational or personnel security screening inquiries, processes or any government contract security screening inquiries. The Customer Service Center offers services in French and English, Monday to Friday, 9 am to 12 pm and 1 pm to 5 pm (Eastern Time). Toll Free: 1-866-368-4646 National Capital Region: 613-948-4176 Email: ssi-iss@tpsgc-pwgsc.gc.ca</p> |
| 2.5 In section E-1, is the ownership percentage 100% for sole proprietors? | 2.5 Yes the percentage would be 100% if a sole proprietor. |
| 2.6 Should section F be completed? | 2.6 If you are undergoing a renewal process, yes. |
| 2.6.1 If yes, does the contract number correspond to the RFP number (EN960/231030/B) or the safety certificate number? | 2.6.1 No, the contract number does not correspond to the RFP number (EN960/231030/B) or the security certificate number. This corresponds to the numbers of all the federal active contracts, supply arrangements, standing offers you hold that include security requirements. |
| 2.6.2 Does the type and level of security match the bidder's security clearance? | 2.6.2 The type and level of security corresponds to those related to all of federal active contracts, supply arrangements, standing offers that you hold that include security requirements. |
| 2.6.3 Does the expiration date match the RFP or security certificate? | 2.6.3 No, the expiry date does not correspond to the RFP or the security certificate. The expiry date is the date of all your active federal contracts, supply arrangements, standing offers you hold that include security requirements. |
| <p>3) I have a question about the RFP in the topic. There she is:</p> <p>3.1 How many medians will be used for bid evaluation purposes?</p> <p>Indeed, you indicate in sub-paragraph 4.2.1.3 that a separate financial evaluation will be carried out for components 1 and 3 and for components 2 and 4. Is this "separate evaluation" synonymous with "median"? If not, how will it work?</p> | <p>3)</p> <p>3.1 As a separate financial evaluation will be conducted for streams 1 and 3 and for streams 2 and 4, there will be two medians for bid evaluation purposes.</p> <p>3.2 The Bureau is not responsible for performing the calculation, the contracting authority will be responsible for calculating the two medians. There</p> |

| QUESTIONS | ANSWERS |
|---|--|
| <p>You further specify that bidders may bid for one or more streams. If you only use one median, it seems to me that this could lead to distortions/aberrations. Indeed, one and the same bidder could somehow "vote" four times, instead of once, thereby unbalancing the mathematical ratios and thus distorting the result.</p> <p>3.2 Is the Bureau is going to calculate these two separate medians, one for the 6th hybrid stream and one for the 4th hybrid stream?</p> | <p>will be a median for streams 1 and 3 (regular hours) and a median for streams 2 and 4 (reduced hours).</p> |
| <p>4) My top secret security clearance expires in April 2024. In the absence of an open contract (either due to a failure to bid or to disqualification) will I be able to renew my top secret security clearance by using a spot contract number or, alternatively, by some other method? Or will my top secret security clearance lapse rendering me ineligible for work on Parliament Hill from April 2024 through June 2025 (at which point I could potentially receive an open contract under the 2025-27 Request for Proposals)?</p> | <p>4) The Translation Bureau can sponsor you for the renewal of your security clearance if you do not obtain an open contract following this request for proposals.</p> |
| <p>5) If an interpreter is incorporated but their security clearance has not yet transferred from themselves to their company, are they bidding with their personal security clearance or that of their company? If they bid on behalf of their company and without a rating, can they still get work with a rating? (can we use the security clearance of the person and not that of the company to assign work, knowing that they are the sole proprietor of their company? It happened in the past that transferring a rating from a natural person to a legal person, the natural person's rating is canceled so the freelancer fears that it will affect their ability to obtain work.</p> | <p>5) As mentioned in question 3 of amendment 004, bidders do not need to hold a security clearance in order to bid.</p> <p>If the bidder does not hold a valid security clearance as a company, the process will be triggered by completing Attachment C, Application for Registration Form (AFR).</p> <p>Contractors and resources proposed by the contractor without a valid Reliability clearance and who qualify for Streams 1 and 2 will still be awarded tasks authorization for conference interpretation services (as long as these conferences do not involve sensitive elements).</p> |
| <p>6) I submitted my bid last week and will be away until August 17th. I received an acknowledgment. Can I therefore conclude that the bid is compliant? I had asked tech support and they didn't know what I was talking about when I mentioned the phased compliance process.</p> | <p>6) The Bid Receiving Unit is a separate entity from the Contracting Authority. They are not in a position to validate if information is missing and/or if the bid is complete and/or if a bid is compliant. Their role is strictly to receive bids and to forward them to the contracting authority when the RFP is closed. The Contracting Authority is the only entity that will proceed with the phased compliance process. This process will start once the RFP is closed.</p> |

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL REMAIN UNCHANGED.