



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À :**

Office of the Superintendent of Financial Institutions Canada
Procurement and Contracting
255 Albert Street, 12th floor
Ottawa, ON K1A 0H2
Email : Contracting@osfi-bsif.gc.ca

Bureau du surintendant des institutions financières Canada
Achats et contrats
255 rue Albert, 12^e étage
Ottawa, Ontario, K1A 0H2
Courriel : contracting@osfi-bsif.gc.ca

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Comments - Commentaires

Proposal To: The Office of the Superintendent of Financial Institutions Canada

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.

On behalf of the bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:

1. The bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation;
2. This bid is valid for the period requested in the bid solicitation;
3. All the information provided in the bid is complete, true and accurate; and
4. If the bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.

Proposition au : Bureau du surintendant des institutions financières Canada

Nous offrons par la présente de vendre à Sa Majesté la Roi du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexées, au(x) prix indiqué(s).

En apposant ma signature ci-après, j'atteste, au nom du soumissionnaire, que j'ai lu la demande de propositions (DP) en entier, y compris les documents incorporés par renvoi dans la DP et que :

1. le soumissionnaire considère qu'il a les compétences et que ses produits sont en mesure de satisfaire les exigences obligatoires décrites dans la demande de soumissions;
2. cette soumission est valide pour la période exigée dans la demande de soumissions ;
3. tous les renseignements figurant dans la soumission sont complètes, véridiques et exacts; et
4. si un contrat est attribué au soumissionnaire, ce dernier se conformera à toutes les modalités énoncées dans les clauses concernant le contrat subséquent et comprises dans la demande de soumissions.

Title – Sujet Translation Services RFP		Amendment No. – Modification N° 001
Solicitation No. – N° de l'invitation 20231231		Date 2023-12-08
Client Reference No. – N° référence du client 20231231		
Solicitation Closes L'invitation prend fin		Time Zone Fuseau horaire
at – à	02 :00 PM – 14h00	Time Zone Eastern Standard Time EST
on – le	December 18, 2023	
D.D.P – Delivery Duty Paid Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address inquiries to – Adresser toute demande de renseignements à : France Emond, Senior Contracting Officer		
E-mail – Courriel contracting@osfi-bsif.gc.ca		
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction : See Herein		

Instructions: See Herein
Instructions: Voir aux présentes

Delivery required -Livraison exigée	Delivery offered -Livraison proposée
See Herein – Voir aux présentes	
Jurisdiction of Contract: Province in Canada the bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation) Compétence du contrat : Province du Canada choisie par le soumissionnaire et qui aura les compétences sur tout contrat subséquent (si différente de celle précisée dans la demande)	
Vendor/firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	
e-mail - courriel	
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



Amendment #1 is raised to amend the ATTACHMENT 2 to PART 4 – FINANCIAL EVALUATION – PRICING SCHEDULE, as follows:

At Page 22, ATTACHMENT 2 to PART 4 – FINANCIAL EVALUATION – PRICING SCHEDULE

DELETE:

Service	(A)	(B)	(C = A x B)
	*Approximated Level of Effort	Rates for Translation – Cents Per word/Hourly Rate (\$CAD)	Extended Price (\$CAD)
Initial Contract Period			
Current work during normal business hours	400,000 words or 2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words or 500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words or 50 hours	\$	\$
Option Period #1			
Current work during normal business hours	400,000 words or 2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words or 500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words or 50 hours	\$	\$
Option Period #2			
Current work during normal business hours	400,000 words or 2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words or 500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words or 50 hours	\$	\$
Option Period #3			
Current work during normal business hours	400,000 words or 2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words or 500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words or 50 hours	\$	\$
Option Period #4			
Current work during normal business hours	400,000 words or 2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words or 500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words or 50 hours	\$	\$
Option Period #5			
Current work during normal business hours	400,000 words or 2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words or 500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words or 50 hours	\$	\$
TOTAL EVALUATED PRICE (Sum of: Initial Period + Option 1 + Option 2 + Option 3 + Option 4 + Option 5)			\$

**Please note that the number of words/hours used is for financial evaluation only and should not be construed as a guarantee of work.*



INSERT:

Service	(A)	(B)	(C = A x B)
	*Approximated Level of Effort	Rates for Translation services – Cents Per word and Hourly Rate (\$CAD)	Extended Price (\$CAD)
Initial Contract Period			
Current work during normal business hours	400,000 words	\$	\$
Current work during normal business hours	2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words	\$	\$
Urgent work during normal business hours	500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words	\$	\$
Urgent work during evenings, weekends and holidays	50 hours	\$	\$
Total Initial Contract Period			
Option Period #1			
Current work during normal business hours	400,000 words	\$	\$
Current work during normal business hours	2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words	\$	\$
Urgent work during normal business hours	500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words	\$	\$
Urgent work during evenings, weekends and holidays	50 hours	\$	\$
Total Option Period #1			
Option Period #2			
Current work during normal business hours	400,000 words	\$	\$
Current work during normal business hours	2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words	\$	\$
Urgent work during normal business hours	500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words	\$	\$
Urgent work during evenings, weekends and holidays	50 hours	\$	\$
Total Option Period #2			
Option Period #3			
Current work during normal business hours	400,000 words	\$	\$
Current work during normal business hours	2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words	\$	\$
Urgent work during normal business hours	500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words	\$	\$
Urgent work during evenings, weekends and holidays	50 hours	\$	\$
Total Option Period #3			
Option Period #4			
Current work during normal business hours	400,000 words	\$	\$
Current work during normal business hours	2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words	\$	\$



Urgent work during normal business hours	500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words	\$	\$
Urgent work during evenings, weekends and holidays	50 hours	\$	\$
Total Option Period #4			
Option Period #5			
Current work during normal business hours	400,000 words	\$	\$
Current work during normal business hours	2,000 hours	\$	\$
Urgent work during normal business hours	100,000 words	\$	\$
Urgent work during normal business hours	500 hours	\$	\$
Urgent work during evenings, weekends and holidays	10,000 words	\$	\$
Urgent work during evenings, weekends and holidays	50 hours	\$	\$
Current work during normal business hours	400,000 words	\$	\$
Total Option Period #5			
TOTAL EVALUATED PRICE (Total of Initial Period + Option 1 + Option 2 + Option 3 + Option 4 + Option 5)			\$

**Please note that the number of words/hours used is for financial evaluation only and should not be construed as a guarantee of work.*

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.