



ADDENDUM 001

Date: March 22nd, 2024

Title: Landscaping and Ground Maintenance Services at the High Commission of Canada in India, in New Delhi

The Department of Foreign Affairs, Trade and Development hereby amends, in accordance with this addendum the Request for Proposals (RFP) for the provision of cleaning services, bearing number 24-244115. This addendum hereby forms part of the RFP and the purpose is to:

1. Make clarifications to the RFP

This addendum is issued prior to receipt of bids to provide for certain revisions to and clarification of the solicitation documents.

AMENDMENT TO THE RFP

1. In the section, Proposal Delivery on the first page of the RFP

DELETE:

Proposal Delivery

In order for the proposal to be valid, it must be received no later than 2pm [EDT](#)(Ottawa, Ontario time) on April 12, 2024. This date is referred to herein as the "Closing date".

Only electronic copies will be accepted and received at the following email address:

internationalproposals@international.gc.ca

Solicitation #: 24-244115

INSERT:

Proposal Delivery

In order for the proposal to be valid, it must be received no later than 2pm [EDT](#)(Ottawa, Ontario time) on April 26, 2024. This date is referred to herein as the "Closing date".

Only electronic copies will be accepted and received at the following email address:

internationalproposals@international.gc.ca

Solicitation #: 24-244115



2. In Part 2 - Bidder Instructions

DELETE:

2.5 BIDDERS' CONFERENCE AND SITE VISIT – MANDATORY

INSERT:

2.5 BIDDERS' CONFERENCE AND SITE VISIT – MANDATORY

It is mandatory that the Bidder or a representative of the Bidder attend the conference and a site visit. The visit will be held at High Commission of Canada, 7/8, Shantipath, Chanakyapuri, New Delhi – 110021 on April 3rd, 2024, at 11am local time in New Delhi, India and will be followed by a mandatory conference.

Bidders are requested to confirm their attendance with Canada's Representative no later than 2 working days before the site visit and provide the names of the person(s) who will attend. Bidders will be required to sign an attendance form. Bidders should confirm in their bids that they have attended the conference and the site visit.

Bidders must comply with all prevention and infection control measures put in place by the Canadian mission including, but not limited to, practicing physical distancing, using personal protective equipment (PPE) as necessary, etc.

Bidders who do not attend or send a representative to the conference and the site visit will not be given an alternative appointment and their proposal will be rejected as non-compliant. Any clarifications or changes to the Bid solicitation resulting from the conference and/or a site visit will be included as an Addendum to this Bid solicitation.

Please note, any travel and other costs associated with attending a conference and/or a site visit form part of "Bid Costs" as per [2003](#) (2023-06-08) Standard Instructions - Goods or Services - Competitive Requirements, and will not be reimbursed by Canada.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED