



Date: July 20, 2023

Title: Project Management Support Services for the Canada Pavilion at the World Expo 2025 in Osaka, Japan

Solicitation Number: 24-245733

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The following Questions & Answers is in link with the solicitation document mentioned above.

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### Questions & Answers # 1

- Q1.** “In 5.2.2, what does 'Section " II " - Price Proposal' mean? We believe that there is no statement such numbering for reference in the RFP?”
- A1.** This should read as “Section ‘TF1’”. Please see Addendum #1.
- Q2.** “In 5.2.2, is the understanding correct that consumption tax in Japan is not included in VAT, and Hourly Rate must include a consumption tax as one of all applicable taxes.
- A2.** It is our understanding that VAT is the only tax applicable to this contract. DFATD intends to pursue VAT exemptions for this work and will ask the successful bidder to register their company with the relevant office at the Japan Ministry of Foreign Affairs to allow Canada to process VAT exemption certificates.
- Q3.** “In 6.5, in the scoring method, there is a reference to 'the total firm price (exclusive of applicable taxes) will be used for evaluation', but in 5.2.2 there is an instruction to describe Hourly Rate including all applicable taxes. If the unit price structure of Hourly Rate includes all applicable taxes, how are all applicable taxes supposed to be excluded for the evaluation??”
- A3.** This is an error and 5.2.2. Hourly rate should not include taxes. Please see Addendum #1.
- Q4.** “In 11, could you please explain in other words as we don't get the reference to 'The policy shall be issued with a deductible amount of not more than \$2,500'? Also, is it correct that the reference in TF4 of the Part 3-Tender Form should be read as Item 11.”
- A4.** Please see Addendum #1.
- Q5.** “In 1.10, is the understanding correct that every page of each proposal submitted needs to be signed? Or is it sufficient to prepare a cover page and sign it only? If the latter are adopted, could you please explain the requirements for the cover page??”
- A5.** Only the Tender Form in Part 3 needs to be signed.