

1075-2018 ADDENDUM 2

DIGITIZATION OF BOARD OF COMMISSIONERS MICROX MICROFICHE

URGENT

**PLEASE FORWARD THIS DOCUMENT TO
WHOEVER IS IN POSSESSION OF THE
REQUEST FOR PROPOSAL**

ISSUED: November 6, 2019
BY: Jarad Buckwold
TELEPHONE NO. 204 - 986-7017

**THIS ADDENDUM SHALL BE INCORPORATED
INTO THE REQUEST FOR PROPOSAL AND
SHALL FORM A PART OF THE CONTRACT
DOCUMENTS**

Template Version: Ar20160708

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 9 of Form A: Proposal may render your Proposal non-responsive.

PART B – BIDDING PROCEDURES

Revise: B2.1 to read: The submission deadline is 12:00 noon Winnipeg time on November 15, 2019.

QUESTIONS AND ANSWERS

Q1: Is the separate file-index that you will be providing in electronic format? And what is the format?

A1: The file index is in PDF format

Q2: On average how many characters are on the fiche title that need to be keyed in order to obtain the cross reference from the file-index you will provide?

A2: The classifications in the file-key can have relatively long names (exceeding 20 characters), but they all have associated file-codes that are between 1 and about 7 characters in length.

Q3: Are any of the images on the microfiche unreadable (due to degradation, bad copying, etc.)?

A3: Unknown. The Contractor will not be responsible for accounting for any such images; they will be digitized and categorized as normal.

Q4: How are the microfiche currently housed?

A4: The microfiche are in 2 file cabinets that can be shipped.

Q5: Is there a close-up photograph of the microfiche available?

A5: Yes, upon request.