

Toronto Community Housing Corporation  
 Strategic Procurement  
 35 Carl Hall Rd. Unit 1  
 Toronto, Ontario M3K 2B6



<b>Addendum Number</b>	<b>1</b>
Addendum Date of Issue	March 09, 2020
<b>RFQ Number &amp; Name</b>	<b>RFQ 20034 - Office Furniture Solution for TCHC Regional Hubs</b>
Page(s):	2, excluding attachments
Attachment(s):	none

This Addendum forms part of the above mentioned RFQ document and is to be read, interpreted, and coordinated with all other parts. The following revisions supersede the information contained in the original RFQ documents issued for the above-named project to the extent referenced and shall become part thereof.

The following information supplements and/or supersedes the RFQ document issued on **February 26, 2020**.

## • CONSOLIDATED PROPONENT QUESTIONS

TCHC answers to received Proponent questions.

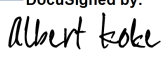
**Please note** another addendum will be issued with TCHC responses to the remaining Proponent questions, along with updated RFQ documents.

#	Proponent Questions	TCHC Answers
1	On Submission Form C, in the Delivery Lead-Time section, it says" Proponents will be able to deliver within three (3) of each request." Please confirm if this was meant to say 3 WEEKS, 3 MONTHS etc.	Three (3) weeks.
2	On page 2 of 6 of the Scope of Work document, it states that "TCHC will provide a minimum of three (3) week notice for each order". Please confirm if this means that from time of initial request, goods must be delivered and installation completed within a 3 week time frame.	<p>Correct, from time of each initial request.</p> <p>TCHC will be placing multiples orders with the successful Proponent over the course of 12 to 18 months, as the office Hubs become ready for office furniture furnishing.</p> <p>TCHC and the successful Proponent will closely coordinate all ordering, delivery and installation, including sharing floor plans as they become available where applicable, and conducting site visits where necessary.</p>

3	Will TCHC be awarding to 1 supplier or multiple?	TCHC will be awarding this RFQ to one (1) successful Proponent only.
4	Do all products should be the same for whole quantities or it be can be changed, for instance, all 647 of task chairs have to be the same or it could be slightly different?	Task chairs should all be consistent in color and style.
5	At RFQ on part 2 (submission instructions) section 2.1.1 part (d), it is written as "Save the RFQ file in PDF format (...". However on TCHC e-Procurement Portal it is indicates it should be .doc, .docx and .xls, .xlsx file. So should we go as it is indicated on TCHC e-Procurement Portal?	Preference is Proponent submits the same file types as the submission forms provided in the TCHC e-Procurement Portal.

All other terms and conditions remain the same.

Sincerely,

DocuSigned by:  
  
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Albert Koke  
 Senior Director