



**Workers' Compensation Board of British Columbia
Corporate and Health Care Purchasing**

ADDENDUM #4

Request for Information & Qualification (RFIQ)

Print Services

RFIQ #012-2009

Issue Date: July 22, 2009

WorkSafeBC requests that responses be submitted by:

2:00 PM Pacific Time on July 30, 2009

Delivery Instructions:

Mail / Courier / By Hand:
Worker and Employer Services – Main Entrance/Security Desk WorkSafeBC 6951 Westminster Highway Richmond, BC V7C 1C6 Attn: Corporate and Health Care Purchasing
Electronically
Electronic copies of the RFIQ may be submitted in accordance with the BC Bid instructions for e-bidding. Only pre-authorized e-bidders registered on the BC Bid system will be able to submit electronic bids.
Email & Fax responses will NOT be accepted.

ADDENDUM #4

WorkSafeBC is issuing this Addendum to all potential Respondents to advise the following:

Re: Question 8 on Addendum #3, issued July 20, 2009:

1. Q: Is WorkSafeBC able to provide some kind of history on this inventory such as number of shipments per month, number of requisitions, number of line items.

A: Order and quantity data will be provided shortly, in a further addendum.

Response:

An example of order activity is provided in Appendix A. Since WorkSafeBC's printing business has previously been dispersed amongst various providers, this example represents approximately 60% of the 2008 printing business. As many forms have moved to electronic format, there is no commitment to match or rely on this volume in the future but rather it is meant solely to provide an example of previous typical activity.

Addenda are the only means of verifying, clarifying or changing any of the information contained in this RFIQ. Other than the Corporate and Health Care Purchasing, no employee or agent of WorkSafeBC is authorized to change the content of this RFIQ and/or any addenda. Receipt of all addenda must be acknowledged in the space provided on the Response Form.

Any questions related to the RFIQ must be directed to the Purchasing Officer whose name appears below. The Respondents shall **NOT** contact or ask questions of the WorkSafeBC department for which the contracts being procured, unless so directed elsewhere in this document.

RFIQ INQUIRIES:

Cathie Herbert, Senior Purchasing Officer

Corporate and Health Care Purchasing

Phone #: (604) 279-7413

Fax #: (604) 276-3260

Email: purchase@worksafebc.com

APPENDIX A

Form #	Form Name	Cat. ID	#Tran	Quantity
11A	11A - PHYSICIANS ACC		3	2000
AR2008	2008 ANNUAL REPORT	AR2008	3	1000
-	2009 PAYROLL CALENDAR	-	1	500
BK42	3 STEPS TO EFFECTIVE	BK42	1	1500
BK126	A DISCUSSION GUIDE	BK126	1	1000
WC5	ABOUT WORKSAFE BC FA	WC5	2	6000
52B1	ADMINISTRATIVE PENAL	52B1	1	3000
PH07	APPEAL GUIDE FOR EMP	PH07	1	45000
PH08	APPEAL GUIDE FOR WOR	PH08	2	70000
6	APPLICATION FOR COMP	6	4	19000
4	APPLICATION FOR HEAR	4	7	8200
	AR EXECUTIVE SUMMARY		1	750
30M33	ASSURANCE OF COMPLIA	30M33	1	3000
FISHSAFE	ATTN: BC FISHERMAN B	FISHSAFE	1	5000
BK04	BACK TALK	BK04	1	3000
YWSURV	BE A SURVIVOR	YWSURV	2	18000
BK121	BE SURE BE SAFE	BK121	1	1000
BK25	BENEFITS & SERVICES	BK25	4	60000
	BUCKSLIP		6	413000
	BUSINESS CARDS (BOX OF 500)			540
SP319	CLASSIFICATION & RAT	SP319	1	950
SP1305	COLLECTIONS LTRHEAD	SP1305	1	8000
CSS1	CONSTRUCTION SAFETY	CSS1	1	1000
CSS1	CONSTRUCTION SAFETY	CSS1	1	1000
1810GUIDE	CONTRACT LABOUR REPO	1810GUIDE	1	200000
DOM09	DAY OF MOURNING POST	DOM08	1	28422
19W1	DIRECT DEPOSIT/ADDRE	19W1	1	10000
	DVD COVER		1	2000
BK120	DVD DISCUSSION GUIDE	BK120	2	750
PH33	EFFECTIVE SAFETY & H	PH33	1	1000
7	EMPLOYER'S REPORT OF	7	3	32000
7	EMPLOYER'S REPORT OF	7	1	5000
BK05	EQUIPMENT LOG BOOK	BK05	2	2000
11B1	FILE NOTES - LEGAL S	11B1	1	5000
PL24	GETTING A JOB - ENGL	PL24	1	70000
	GUIDELINES FOR COMPL		3	40000
BK116	HANDBOOK FOR EMPLOYE	BK116	2	4000
	HARASSMENT POLICY BO		1	3000
HA2009-01-03	HAZARD ALERT IMPRINT	HA2009-01-	20	194476
HEAD OFFICE	HEAD OFFICE LETTERHE	HEAD OFFIC	1	10000
HEAD OFFICE	HEAD OFFICE LETTERHE	HEAD OFFIC	1	1000
3	HEALTH CARE CLAIM	3	4	86000
PH11	HEARING AID PROGRAM	PH11	1	5000
PH11	HEARING AID PROGRAM	PH11	1	3000
51W12	HEARING AID PROVISIO	51W12	1	2000
25W40	HEARING LOSS & EMPLO	25W40	4	12200
BK123	HIGH WASH PRESSURE	BK123	1	1000

BK14	HOW TO IMPLEMENT AN	BK14	1	1500
Form #	Form Name	Cat. ID	#Tran	Quantity
HR BENEFIT C	HR BENEFITS CARD	HR BENEFIT	2	1500
HRPAMPHLET	HR BENEFITS PAMPHLET	HRPAMPHLET	2	600
HR LETTERHEA	HR LETTERHEAD IMPRIN	HR LETTERH	3	5500
HR RACK CARD	HR RACK CARDS	HR RACK CA	1	1000
	HR RECRUITMENT PRESE		1	400
BULLETIN	HUMAN FACTOR'S BULLE	BULLETIN	1	5000
PH90	INFO ABOUT YOUR REVI	PH90	1	5000
INVESTIGATIO	INVESTIGATIONS IMPRI	INVESTIGAT	2	6000
5.00E+05	INVESTIGATIONS LETTE	5.00E+05	2	30000
ACCESS	JAN2009(1820)ISSUE O	ACCESS	4	309000
PH49	JOB FINDER PAMPHLET	PH49	1	2000
LTHD	JOINT LETTERHEAD	LTHD	1	3000
PL26	KEEPING THE SAME HOU	PL26	1	10000
BK106	LAB HEALTH & SAFETY	BK106	1	1000
LEGAL LTRHD	LEGAL LETTERHEAD IMP	LEGAL LTRH	1	5000
LIFE2008IS1	LIFE @ WORKSAFE BC N	LIFE2008IS	2	7000
BK21	LOCK OUT	BK21	1	1000
BK54	LOST YOUTH DISCUSSIO	BK54	1	1000
WC7	MANAGERS CARD	WC7	1	1000
5.20E+50	NOTICE OF PROJECT CO	5.20E+50	1	6000
57D1	OCC.DIVERS CERT. OF	57D1	1	1000
57D2	OCCUPATIONAL DIVER'S	57D2	1	1000
OHSR	OCCUPATIONAL HEALTH&	OHSR	1	500
PH64	PARENT BROCHURE	PH64	1	2500
BK100	PATIENT HANDLING IN	BK100	1	1000
BK60	PERSONAL FALL PROTEC	BK60	1	2000
BK60P	PERSONAL FALL PROTEC	BK60P	1	1000
PH26	PERSONAL INJURY LAWS	PH26	1	2000
PHAT	PHARMACY BENEFITS &	PHAT	2	60000
11A	PHYSICIAN'S INVOICE	11A	1	2500
08-Nov	PHYSICIAN'S REPORT	08-Nov	1	60000
08-Nov	PHYSICIAN'S REPORT	08-Nov	1	40000
10D1	PRESCRIPTION FORM	10D1	1	1000
MANUAL	PREVENTION MANUAL	MANUAL	2	30
-	PROMO SHEET EIIR BUC	-	1	30000
	Q1 BUCKSLIP		2	82000
SP290	RECORD OF HEARING TE	SP290	1	140000
WC6	REPORTING INJURY CAR	WC6	1	2000
PH56	RETURN TO WORK IS GO	PH56	1	1000
RSCM	RSCM VOLUME II	RSCM	1	15
BK114	SAFE PRACTICES FOR A	BK114	1	1000
PH39	SAFETY ON THE JOB IS	PH39	1	2000
BK122	SAFETY RESOURCE KIT	BK122	1	2000
STATS2008	STATISTICS 2008	STATS2008	1	500
PH95	STAYING SAFE AT WORK	PH95	1	5000

BK85	SUPERVISOR VIDEO DIS	BK85	1	1000
TELECLAIM	TELECLAIM WALLET CAR	TELECLAIM	3	96370
BK103	TRANSFER ASSIST DEVI	BK103	1	1000
	WELCOME BACK BBQ COU		3	5500
Form #	Form Name	Cat. ID	#Tran	Quantity
BK61	WHIMIS THE BASICS -	BK61	1	2000
BK40	WHMIS AT WORK	BK40	1	10000
RR06	WHMIS PARTICIPANT WO	RR06	1	5000
3A	WORKER SUPPLY & SERV	3A	3	50000
6A	WORKERS REPORT OF IN	6A	3	11250
-	WORKING ALONE WALLET	-	5	5050
WS08-04	WORKSAFE BULLETIN IM	WS08-04	1	19650
WS08-04	WORKSAFE BULLETIN IM	WS08-04	1	1800
ARNSHL	WORKSAFE LETTERHEAD	ARNSHL	8	404000
ARNSHL	WORKSAFE LETTERHEAD	ARNSHL	1	1500
ARNSHL	WORKSAFE LETTERHEAD	ARNSHL	1	1000
MAR/APR 2009	WORKSAFE MAGAZINE	MAR/APR 20	6	173314
MAR/APR 2009	WORKSAFE MAGAZINE	MAR/APR 20	1	1100
WS MAG BUCKS	WS MAGAZINE BUCKSLIP	WS MAG BUC	1	36000
PH73	YOUR HEARING AID - E	PH73	1	10000