

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions -**  
**TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0A1 / Noyau 0A1**  
**Gatineau**  
**Québec**  
**K1A 0S5**  
**Bid Fax: (819) 997-9776**

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Informatics Professional Services Division / Division  
des services professionnels en informatique  
11 Laurier St., / 11, rue Laurier  
3C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> IM / IT SERVICES	
<b>Solicitation No. - N° de l'invitation</b> W8485-11IMTG/B	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> W8485-11IMTG	<b>Date</b> 2012-11-01
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZM-610-25002	
<b>File No. - N° de dossier</b> 610zm.W8485-11IMTG	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-11-30</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Henderson, George	<b>Buyer Id - Id de l'acheteur</b> 610zm
<b>Telephone No. - N° de téléphone</b> (819) 956-6148 ( )	<b>FAX No. - N° de FAX</b> (819) 956-1207
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

## Question 1

**Part a:** Reference to Attachment 1 to Annex D Corporate Evaluation Criteria:

As it relates to M1 please confirm that ".... similar scope and nature" is defined as the provision of multiple, concurrent, as-and-when-requested resources on a consultant (contractor) basis.

**Answer:** There will be no change, project scope and nature remain as defined in criterion M1.

**Part b:** Reference to Attachment 1 to Annex D Corporate Evaluation Criteria:

Please confirm that Vendors are not required to provide samples of the training documentation for R3 and the User Manuals for R4, as these are the intellectual property of the client for whom Vendors provided services.

**Answer:** Samples of training documentation and User Manual not required.

## Question 2

**Part A:** The resource category for the Intermediate Project Manager rated requirements has 12 points assigned to the resource. Given that this is a non-core position and that most of the other intermediate positions listed have rated points of 6 points is this correct and why in a non-core position rated so much higher than the other intermediate categories in the RFP?

**Answer:** The Intermediate Project Manager (non-core) was assigned a higher score based on the relative importance of the position.

**Part B:** For the Senior Communication/Change Management Specialist would the position not require substantial years of experience (similar to the other Senior resource categories in the RFP) leading the implementation of project communication plans and change management efforts in an IM/IT transition environment?

**Answer:** The evaluation criteria are structured to ensure the resource has sufficient experience.

**Part C:** At Annex B, Basis of Payment, paragraph 1.1 Contract Period Year 1 and Year 2, and paragraph 1.2, Option Period, Option Year 1:

**DELETE:**

Resource Category	Firm Per Diem Rate	Estimated Level of Effort (Days)
Requirements Analyst -		1,800

Solicitation No. - N° de l'invitation

W8485-11IMTG/B

Amd. No. - N° de la modif.

002

Buyer ID - Id de l'acheteur

610zm

Client Ref. No. - N° de réf. du client

W8485-11IMTG

File No. - N° du dossier

610zmW8485-11IMTG

CCC No./N° CCC - FMS No/ N° VME

Intermediate		
Project Manager (Non-Core Team) - Intermediate		2,025

**INSERT:**

Resource Category	Firm Per Diem Rate	Estimated Level of Effort (Days)
Requirements Analyst - Intermediate		1,350
Project Manager (Non-Core Team) - Intermediate		1,125

**Part D:** At attachment 1 to Annex A - Statement of Work paragraph 3.2.3.3:

**DELETE:** Technical Architect - Senior

**INSERT:** Data Architect - Senior

**Question 3:**

**Part A:** In Attachment 1 to Annex D: Mandatory and Point Rated Evaluation Criteria, under the Corporate Evaluation Criteria M2 it states that the Bidder must propose 1 resource for each of the core positions (18) listed in the Statement of Work. However in the SOW it only list 16 resource categories. Please confirm that to satisfy M2 Bidders only need to provide one resource for each of the sixteen (16) Categories. Can the Crown please confirm that the total number of resumes required to be submitted is 18 - 16 resumes to meet M2 and 2 additional resumes in the Intermediate Project Manager (non-core) position for M3?

**Answer:** At Attachment 1 to Annex D: Mandatory and Point Rated Criteria, Corporate criteria M2:

**DELETE:** The Bidder must propose one (1) resource for each of the core positions (18 total) listed in the Statement of Work.

**INSERT:** The Bidder must propose one (1) resource for each of the core positions (15 total) listed in the Statement of Work.

**Part B:** In Attachment 1 to Annex D: Mandatory and Point Rated Evaluation Criteria, within the Senior System Analyst position under M3 the crown is looking for experience in Developing

---

Communication Plans, Conduction Organizational Impact Analysis, and Developing Implementation Plans. However these types of activities are not generally performed by a system analyst and are more appropriate for a communication/change management resource. Can the crown please confirm that these are valid requirements for the Senior System Analyst or should they be included in one of the Communications/change management resources?

**Answer:** We are asking for the Senior System Analyst to have this experience in change management in addition to the required experience as System Analyst.

**Part C:** On page 13 section 3.3 Language of work in the SOW it indicates that the Change Management Specialist needs to be bilingual - Can the crown please confirm that this should be "Senior Communication Change Management Specialist"?

**Answer:** Confirmed, the bilingual requirement is for the Senior Communication Change Management Specialist.

**Part D:** The requirements identify a technical bid and managerial bid. Can you please clarify the content for both these bids? Is the Crown expecting the responses to M1, R1, R2, R3 and R4 (in the corporate evaluation criteria), which are corporate level requirements, to be included in the managerial bid, while M2, M3, M4 (in the corporate evaluation criteria) + all of the requirements for the resources, including resumes, to be included in the technical bid?

**Answer:** The Management Bid is comprised of Mandatory Corporate evaluation criteria M1. The Management bid can be included in the same volume as the Technical Bid or provided as a separate volume.