

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions -
TPSGC**

11 Laurier Street / 11, rue Laurier

Place du Portage, Phase III

Core 0A1 / Noyau 0A1

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement**

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

Procurement Strategies Division / Division des
stratégies d'acquisition

11 Laurier St. / 11, rue Laurier

Place du Portage, 11C1

Phase III, Tower C

Gatineau

Quebec

K1A 0S5

Title - Sujet TSPS - Solutions Based SA		
Solicitation No. - N° de l'invitation E60ZN-13TSSB/B		Date 2013-05-09
Client Reference No. - N° de référence du client E60ZN-13TSSB		Amendment No. - N° modif. 007
File No. - N° de dossier 017zn.E60ZN-13TSSB	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$\$ZN-017-25970		
Date of Original Request for Supply Arrangement Date de demande pour un arrangement en matière d'app. originale		2013-04-16
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-05-28		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Address Enquiries to: - Adresser toutes questions à: Kingan, Sherrie		Buyer Id - Id de l'acheteur 017zn
Telephone No. - N° de téléphone (819) 956-1673 ()	FAX No. - N° de FAX (819) 997-2229	
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.		

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Solicitation No. - N° de l'invitation

E60ZN-13TSSB/B

Amd. No. - N° de la modif.

007

Buyer ID - Id de l'acheteur

017zn

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

E60ZN-13TSSB

File No. - N° du dossier

017znE60ZN-13TSSB

CCC No./N° CCC - FMS No/ N° VME

See attached document.

THIS AMENDMENT #007 IS RAISED TO AMEND THE RFSA AND TO ANSWER QUESTIONS

REASON FOR AMENDMENT:

Canada is publishing herein responses to enquiries that it received pertaining to this solicitation subject to Period 1 - Initial Question Period as set out in accordance with article 3 - Enquiries - Request for Arrangements. Please note that Canada may respond to questions in a non-sequential order, but all questions submitted during Period 1 will be answered and industry will be notified when Canada is proceeding to Period 2 - Supplementary Question Period.

1. At Article 3.1 General Conditions on page 23 of the RFSA:

Delete: 2020 (2012-11-19) General Conditions - Supply Arrangement - Goods or Services

Replace with: 2020 (2013-04-25) General Conditions - Supply Arrangement - Goods or Services

2. At Article 9. Priority of Documents on page 26 of the RFSA:

Delete: 2020 (2012-11-19) General Conditions - Supply Arrangement - Goods or Services

Replace with: 2020 (2013-04-25) General Conditions - Supply Arrangement - Goods or Services

QUESTIONS AND ANSWERS

Question 23:

May we please have a copy of these documents in word?

Canada's Response to Question 23:

Copies of the solicitation in PDF format are available for download from MERX. Canada will not provide copies of the solicitation in MSWord format.

Question 24 :

- a) Can the Crown please clarify if a subsidiary can submit a bid in joint venture with its parent company?
- b) If the answer to Question 24 a) above is yes, and the subsidiary also wishes to submit a separate bid under its own legal entity alone, can the Crown please confirm that this would not exceed the maximum of two bids per entity as described in Section 1.3 "Bid Participation".

Canada's response to question 24:

- a) Yes, the subsidiary can submit a bid in joint venture with its parent company. A subsidiary is a separate legal entity from its parent company. If a parent company is a Supplier, the subsidiary is not considered to be part of the Supplier. Please see the definition of Supplier in the Standard Instructions 2008 (2012-11-19) as noted on page 9: "Supplier" means the person or entity (or, in the case of a joint venture, the persons or entities) submitting an arrangement. It does not include the parent, subsidiaries or other affiliates of the Supplier, or its subcontractors.

b) Canada confirms that a subsidiary is able to submit a separate arrangement under its own legal entity alone and submit an arrangement in joint venture with its parent company, a different legal entity. As a subsidiary is a legal entity, as per Part 2 – Supplier Instructions, Article 1.3 Participation on page 9 of the RFSA:

“One legal entity may participate in the submission of:

- (i) one arrangement from the legal entity alone, or
- (ii) one arrangement from the legal entity and arrangement submitted in a joint venture, or
- (iii) two arrangements submitted in joint venture.”

Question 28:

In reference to the following statement: “Existing SA Solutions Holders are not required to re-qualify for any Streams for which they already have a SA although they must otherwise comply with the requirements of this renewal solicitation” as well as the requirements listed in Column C of the Arrangement Submission Grid, can you please confirm what is required in the hard copy submission for an Existing SA Solutions Holder with No Changes?

We believe it is only the Grandfather Certification (Attachment C of RFSA); and the Supplier’s Statement (Attachment C of the RFSA).

Canada’s response to question 28:

Provided that your firm was awarded a Supply Arrangement (E60ZN-090003/C) and therefore meets the definition of an existing or current SA Holder at article 5.3 of Part 1 - General Information, then yes - Column C of the Bid Submission Grid provided on page 14 indicates that both the Grandfather Certification and the Supplier’s Statement is required in the hard copy submission.

Question 29:

(a) From reviewing the Arrangement Preparation Instructions on Page 12, my understanding is that Existing SA Solutions Holders with No Changes will not be required to submit any information in Section I: Technical Arrangement other than a completed Attachment C - Grandfather Certification. Please confirm.

(b) From reviewing the Arrangement Preparation Instructions on Page 12, my understanding is that Existing SA Solutions Holders with No Changes will not be required to submit any information in Section I: Technical Arrangement other than a completed Attachment C - Grandfather Certification. Are we also required to submit this form in Section II: Certifications. Please confirm.

Canada’s response to question 29:

(a) Canada has published its answer on this similar question/topic area, and directs industry to review Canada's responses provided in Questions 28, published in this Amendment 006 which remains unchanged.

Should after review of the response, the response still does not address the question, Canada requests the Supplier to restate/rephrase and submit a new question in accordance with Article 3, Enquiries - Request for Bids as outlined in the solicitation.

(b) Only one Grandfather Certification is required with your bid.

Question 30:

Are we required to sign and submit page 21 of the RFSA? Does this need to be include in Section II: Certifications? Should this be submitted in hard copy?

Canada's response to question 30:

Only submit the signed hard copy of the Aboriginal Certification if it applies and complete the drop down option in the DCC under Aboriginal Certification.

Question 31:

(a) As an Existing SA Solutions Holder who has already qualified for the following areas: Atlantic, Quebec, National Capital Region, Ontario, Western and Pacific, can you please clarify how we are to complete the "Regional Information" section in the CPSS Supplier Module – DCC?

(b) As an Existing SA Solutions Holder with No Changes, can you please indicate what needs to be selected in CPSS Supplier Module - DCC under "Tiers". We previously qualified under Tier 1 and do not want to add "Tier 2". Are we required to select "Tier 1" or do we leave the check box unchecked? Can you please clarify how this section is to be completed?

(c) As an Existing SA Solutions Holder with No Changes, can you please indicate what needs to be selected in CPSS Supplier Module - DCC under "Mandatory Criteria". We do not want to add streams or tiers other than to re-qualify for those that we previously qualified for using the Grandfather Certification. Our only options are to select "SA Tier 1" or "SA Tier 2" for addition. Can you please clarify how this section is to be completed?

(d) As an Existing SA Solutions Holder with No Changes, can you please indicate what needs to be selected in CPSS Supplier Module - DCC under "Security Sponsorship". We already have Dos-Reliability Clearance and are not looking to upgrade. Can we simply select "No" under "Does the supplier require a Security Sponsorship?". Can you please clarify how this section is to be completed?

Canada's response to question 31:

- a) In the DCC under Regional Information there are check boxes that indicate Atlantic, Quebec, National Capital Region, Ontario, Western and Pacific. If you wish to maintain these existing Regions you would select accordingly.
- b) If you are existing Supplier under Tier 1 and do not wish to add Tier 2, you would select Tier 1. You must provide this information in order to indicate whether or not you are an existing Supplier to a specific Stream at the next stage.
- c) In the CPSS Supplier Module - DCC under "Mandatory Criteria", existing SA Solutions Holders who do not wish to add Streams or Tiers must indicate what they have previously qualified for by selecting "SA Tier 1" or "SA Tier 2".
- d) Existing SA Solutions Holders who currently have security clearance and do not wish to upgrade would select "no" in the drop down under "Does the supplier require a Security Sponsorship?"

Question 34:

We currently have supply arrangements for TSPS and TEMS...

- a) If I understand correctly, you are renewing these offers, and if we wish to remain active with PWGSC, we must resubmit certain documents?
- b) Looking at your table on page 14, for our situation, we have to follow the instructions in Column F to simply remain active?
- c) And if we would like to make another submission for an additional tier or stream, we have to follow Column G?

Canada's response to question 34:

- a) Yes, in order for existing suppliers to renew their existing Supply Arrangements, in TSPS, suppliers must submit the requirements in accordance with this RFSA. Article 1.3 Arrangement Submission grid on page 14 of the RFSA is an aide to the suppliers depending on their current status outlines a quick overview of what they are required to submit.
- b) Yes, you are correct. Column F is to be followed by current SA Solutions Holders who are also TEMS SA Holders where the supplier is NOT applying for additional Tier(s) and/or Streams.
- c) Yes, you are correct. Column G is to be followed by current SA Solutions Holders who are also TEMS SA Holders that are applying for Tier(s) and/or Stream(s) or is otherwise modifying their Technical Arrangement already on file.

Question 35:

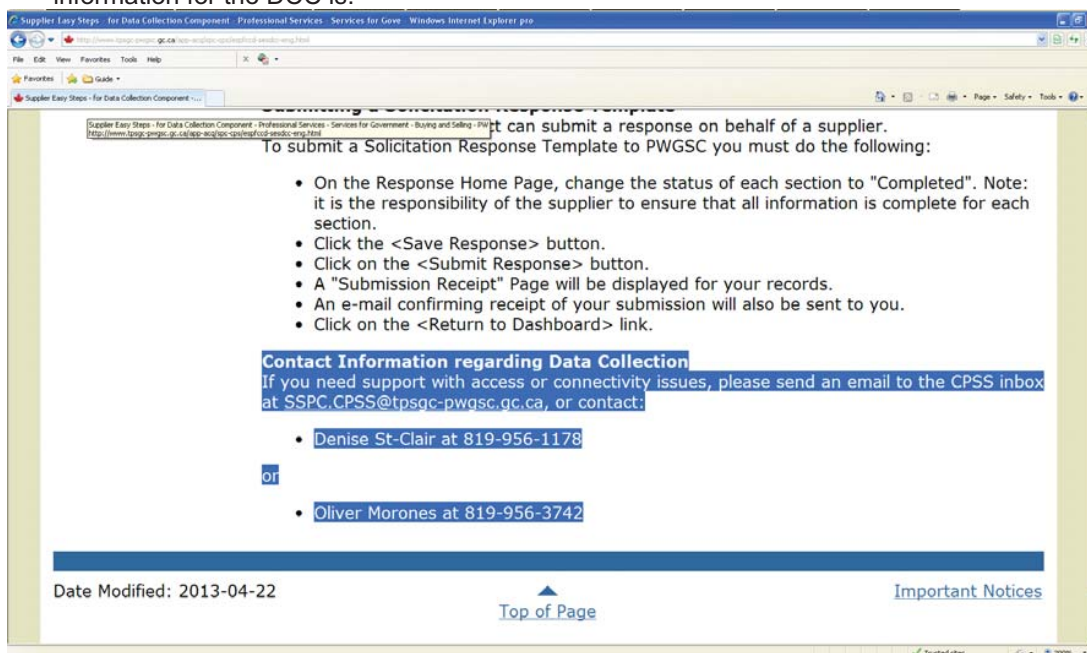
We are current holders on the TSPS SA Tier 1 and will be making no changes at all to contents of our file.

- a) However, on the DCC component of CPSS system, one screen in particular called "Mandatory Criteria Groups" we do not understand the steps need to complete this section. Does this section need to be completed (eg. choose "add group " button) as we are being grandfathered for this solicitation # E60ZN-13TSSB as current holders? By our interpretation we should do nothing for this section "Mandatory Criteria Groups" as we are making no changes to our SA file.
- b) We have filled in all other sections online on the Supplier Response pages in the DCC as indicated on the Submission Grid and marked them completed on the Supplier Response Home page. However, the section "Mandatory Criteria Group" is showing as "No progress", because we are not selecting the "Add Group" because we are not adding a group or making any changes or additions. What should we do with this section? Please clarify.
- c) Further we will, as requested, be delivering the hard-copies of the Grandfather certification, the Supplier's Statement certification, and the Code of Conduct screen pages printed from the DCC and signed. We will also bring the same forms listed as Attachment C, also signed, as part of the grandfathering process. Some weeks ago a signed Code of Conduct form was previously sent to the supply arrangement authority. However, we will include again a copy of this earlier signed Code of Conduct form along with other certification forms as listed above.

Canada's response to question 35:

- a) Bidder's are required to complete all sections in the DCC. Existing Suppliers who do not want to add Consultant Categories are still required to complete this section as the bidder still has to indicate in the DCC which Streams are "currently offered", "newly offered" or "not offered".

- b) As explained in response 35 a), DCC requires a selection in all Streams even if the Supplier does not intend to offer that Stream. If you have additional questions specific to the DCC, as per the Supplier Easy Steps - for Data Collection Component website (<http://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/espfccd-sesdcc-eng.html>), contact information for the DCC is:



Question 36:

Our question is in relation to the Project Summary Template:

- a) Can we use 1 Project Summary Template and check two (2) applicable Class(es) (streams) as long as the one project can demonstrate \$300,000 for each class? For example: Outside client A – Project A (covers Business Consulting / Change Management Stream and Project Management Services Stream). The work plan and description of the project would outline the work carried out would clearly demonstrate both streams being applied for in the project in one (1) Project Summary Template.
- b) If using one Project Summary Template for two streams is not acceptable, is it allowed to use the same project clearly demonstrating two streams being offered of the project separately (Business Consulting / Change Management Stream and Project Management Services Stream) as long as the work carried out equals the minimum value billed of \$300,000 for tier 2.
- c) It is requested that in the Project Summary Template we provide a work plan. A work plan would not fit within the table provided, may we include in our hard copy following the Project Summary Template? (as per amendment # 1 - Work Plans should provide supplemental information in support of the description of the scope and objective outlined in the project summary and demonstrates the initiation, planning and execution that the Supplier undertook. A Work Plan should provide a visual summary and breakdown of the resources used and planning that occurred for the project. A Supplier's Work Plan should summarize the various phases of the project, the activities within the phases, provide schedules or timelines, outline responsibilities, and indicate deliverable).

d) How should Project Summary Templates be titled? Project Summary #P_ (Project Summary #P1)? If we are applying for two streams, and 5 Project Summary Templates are to be provided per stream, we would be submitting a total of 10 Project Summary Templates, would they be titled Project Summary #P1 through to #P10?

Canada's response to question 36 a) and b):

Yes, one Project Summary Template can be used to demonstrate more than one stream by indicating on the project summary template which streams are applicable for evaluation purposes. One project summary template can also be used to demonstrate both tier 1 and tier 2 as long as the minimum mandatory requirements for Tier 2 are met as per the Attachment B – Mandatory Technical Evaluation Criteria.

Canada's response to question 36 c):

Yes, a Work plan can be attached separately to a project summary template as long as it is clearly identified as to which Project Summary the Work plan is for.

Canada's response to question 36 d):

The Project Summary numbering is up to the discretion of the Supplier and should be easily differentiated and identifiable between projects and clearly marked in the submission in order that Canada to may complete its evaluation. If you are submitting ten different project summaries then yes, you could provide the numbering of #P1 through #P10 as suggested above.

Question 37:

We are applying for two (2) streams in response to the TSPS Solutions Based SA. Can a company apply for Tier 1 for one (1) stream and Tier 2 for the other stream?

Canada's response to question 37:

Yes, a Supplier has the choice to apply for any combination of Stream(s) and Tier(s).

Question 38:

Our question is regarding the Submission Grid as it correlates to the DCC.

a) The submission grid indicates Mandatory M.1 all Streams and Mandatory M.2 all Streams (DCC & ADD for New TSPS Suppliers). The DCC does not clearly indicate what M.1 and M.2 is (the TBIPS DCC indicated these but the TSPS DCC does not).

b) The submission grid indicates Region and metropolitan area selection and the DCC indicates Regional Information. For clarification purposes only, are these the same?

Canada's response to question 38:

a) The 'Mandatory M.1' as shown in the Arrangement Submission Grid on page 14 of this solicitation, for the purposes of the DCC, refers to the mandatory requirement B1-MTS1 and B2 MTS1 detailed in Attachment B - Supply Arrangement Technical Evaluation Criteria. Similarly 'Mandatory M.2' refers to the mandatory requirement B1-MTS2 and B2-MTS2 detailed in Attachment B – Supply Arrangement Technical Evaluation Criteria.

b) Yes, for the purposes of this RFSA, the 'Region and metropolitan area selection' in the Arrangement Submission Grid and the 'Regional Information' section in the DCC are the same.

Question 39:

Our question is regarding the DCC in relation to the Mandatory Criteria.

- a) Does a group need to be added for each stream being applied for?
- b) Once a group is selected, you then proceed to Stream Information and select for example newly offered for the Project Management Services Stream. You are then required to select View Stream Substantiate for 3. Project Management services Stream - once you select this hyperlink it gives the option to enter the Project Summary Number and Cross Reference. If five (5) Project Summaries per stream must be provided, why are there not 5 of each field? Do we need to create 5 new groups for each stream we are applying for?

Canada's response to question 39:

- a) Yes, see response to Question 35 provided in herein.
- b) In the DCC the bidder can indicate the multiple Project summaries applicable to the Stream by separating them with a comma in the text box provided eg. P001, P002, etc.. However if you exceed the character limit of the text box with the project summary naming convention, please specify in the hard copy of the bid submission.

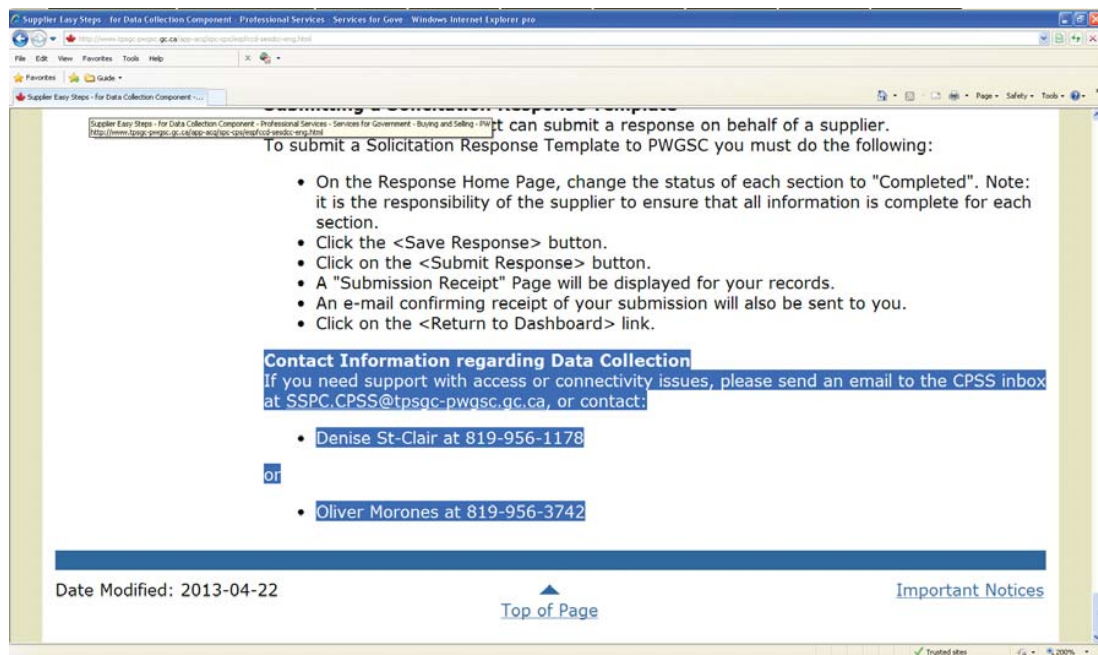
Question 40:

I am attempting to substantiate the Mandatory Criteria for Stream 5 via the DCC, all it is asking for is a Project Summary Number and a Cross Reference and I have the following questions (refer to screen shot below):

- a) Why is it only asking for 1 Project Summary Number ? Five project summaries must be provided according to the solicitation. Note that if you change the Project Summary Number and then select update there is no growing list of Project Summary Numbers.
- b) Why doesn't clicking on update open up a Project Summary Template so that I can upload my project summary data?

Canada's response to question 40:

- a) See response to Question 39 b) provided herein.
- b) DCC does not allow the Project Summary Template to be uploaded, as such all Project Summaries must be provided in the Hard Copy of the bid. If you have additional questions on DCC, please contact CPSS provided on the screen shot below.



Question 41:

E60ZN-13TSPS

SO/SA

2013-05-28 2:00 p.m.

E60ZN-13TSSB

TSPS

SA

2013-05-28 2:00 p.m.

Ongoing

2013-05-03 11:53 a.m.

E60ZT-120001/D

ProServices

SA

2013-06-21 2:00 p.m.

a) I have already started working on the 13TSSB, but what is the difference between the 13TSPS (SO/SA) and the 13TSSB (SA)?

b) Do I have to send to both to preserve my already-approved agreements? We have already qualified for the following:

- TEMS Stream 5

- SPTS (Stream xyz?)

Canada's response to question 41:

a) See Canada's response to Question 13(a), published in Amendment 001.

Should after review of the response, the response still does not address the question, Canada requests the Supplier to restate/rephrase and submit a new question in accordance with Article 3, Enquiries - Request for Bids as outlined in the solicitation.

b) See Canada's response to Question 19 c) and d), published in Amendment 004 and Canada's response to Question 13(b) published in Amendment 001.

Should after review of the response, the response still does not address the question, Canada requests the Supplier to restate/rephrase and submit a new question in accordance with Article 3, Enquiries - Request for Bids as outlined in the solicitation.

Question 44:

I am in the process of completing the DCC requirements for E60ZN-13TSSB.
It is my understanding that within the Mandatory Criteria section, I should be able to submit my five Project Summaries.

However, when I select the "View Stream Substantiate for 4. Real Property Project Management Services Stream" as shown below,
I am able to offer a Project Summary Number, but there is nowhere to actually submit the Project Summary. Should I be able to submit the Project Summary from the DCC, or is the purpose of this page simply to provide a page reference number to be utilized with the Print copy?

Canada's response to question 44:

Canada has published its answer on this similar question/topic area, and directs industry to review Canada's responses provided in Question 40, published in this amendment which remains unchanged.

Should after review of the response, the response still does not address the question, Canada requests the Supplier to restate/rephrase and submit a new question in accordance with Article 3, Enquiries - Request for Arrangements as outlined in the solicitation.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED