

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
THIS REQUIREMENT CONTAINS A SECURITY
REQUIREMENT - SEE PART 6.

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

Issuing Office - Bureau de distribution
Business Management and Consulting Services Division
/ Division des services de gestion des affaires et de
consultation
11 Laurier St. / 11, rue Laurier
10C1, Place du Portage
Gatineau, Québec K1A 0S5

| | |
|---|--|
| Title - Sujet PCI CONSULTANT | |
| Solicitation No. - N° de l'invitation EN891-121307/B | Amendment No. - N° modif. 002 |
| Client Reference No. - N° de référence du client 20121307 | Date 2012-05-10 |
| GETS Reference No. - N° de référence de SEAG PW-\$\$ZG-406-24295 | |
| File No. - N° de dossier 406zg.EN891-121307 | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-05-29 | Time Zone Fuseau horaire Eastern Daylight Saving Time EDT |
| F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Harrington, Ingrid | Buyer Id - Id de l'acheteur 406zg |
| Telephone No. - N° de téléphone (819) 956-3201 () | FAX No. - N° de FAX (819) 956-2675 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: | |

Instructions: See Herein

Instructions: Voir aux présentes

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

This Solicitation Amendment No. 002 is raised to amend the solicitation as detailed below. Another Solicitation Amendment will follow shortly to answer remaining questions.

1. Answer questions pertaining to the RFP;
2. Extend the closing date of the solicitation.
3. Amend Attachment 1 to Part 3 Pricing Schedule;
4. Amend Attachment 1 to part 4 Technical Criteria;
5. Amend Part 7 - Resulting Contract Clauses Article 1.2.4 TA Process;
6. Amend the Statement of Work Item 4.0 Contractor Resources;
7. Amend the Statement of Work Item 5.0 Contractor Resource Requirements; and
8. Amend Annex B Basis of Payment.

1. **Questions and Answers**

Q6. With regard to MT3 and MT4 (pages 12-14 of 33), the requirements state the resources must have experience: "...conducting PCI related activities, as defined in the Statement of Work..." Will the Crown please direct bidders to the area in the Statement of Work where the PCI Analysis related activities are defined?

A6. The resources must have experience conducting PCI related activities, as defined in the Statement of Work Item 3.0, Scope of Work.

Q7. With regard to RT1.1 and RT2.1: We understand that the points will be allocated on a percentage ranking; however, to aid bidders in providing the level of detail the Crown is looking for, will the Crown please clarify what a "Superior response" would be defined as?

A7. For RT 1.1, Bidders should describe in detail how each experience rated criteria was delivered. Demonstration of experience should be made by citing specific examples and details of the deliverables. A "satisfactory" rating of 7 will be given to each element that adequately addresses the requirement sought. Conversely, a "superior" rating of 10 will be given to Bidders that provide exceptionally thorough, in-depth answers that clearly exceed the requirement sought.

Similarly, for RT 2.1, Bidders should describe how their proposed approach addresses each rated criteria. A "satisfactory" rating of 7 will be given to bidders that demonstrate an acceptable approach in meeting the requirements of a complex, geographically-dispersed government or similar-sized entity. A "superior" rating of 10 will be given to Bidders that demonstrate an exceptional understanding of those same elements.

Q8. After reviewing Q&A 5 from Amendment 1 released April 23 we wish to ask the following question: We appear to be limited to proposing 3 highly skilled PCI resources. With our experience with previous PCI projects we expect there may be a need for additional resources with lower skill sets further on during the course of the project. In order to provide the Crown and bidders with future flexibility, would the Crown consider adding a junior resource category that would not impact evaluations (i.e. no technical evaluation and not factored into the financial evaluations)?

A8. Canada has revised the requirement to include a Junior PCI Advisor category. Please refer to the revised Attachment 1 to Part 3 Pricing Schedule and the revised Statement of Work Item 4.0 Contractor Resources and Item 5.0 Contractor Resource Requirements.

Q9. With regard to certification 1.3 Status and Availability of Resources: Asking Bidders to certify that 3 highly skilled PCI resources will be available on an 'as and when requested' basis over the next 2 (two)

to 4 (four) years is onerous on Bidders and unrealistic given the high demand for PCI resources. Would the Crown consider removing the following text from the certification: "For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default." Or would the Crown consider allowing a larger pool of qualified resources to be proposed?

A9. Canada will not revise the text of Clause 1.3 of Attachment 1 to Part 5 but, Canada has reduced the number of proposed PCI Advisors from 2 to 1 in the Mandatory Technical Criteria MT4 and a Junior PCI Advisor category has been added to the requirement as detailed in the response to Q8.

Q10. Question: Rated Requirement R1.2 states: The Bidder should provide the description; and size of one (1) industry with which the Bidder has performed PCI remediation and assurance services within the last three (3) years.

Points for the 'description' (to a max of 50) will be allocated for:

- Public Sector organization; 11 points
- Multi jurisdictional; 13 points
- Complexity of IT and integrated sites; 13 points
- Multiple lines of business 13 points

Could the Crown please provide additional clarification on what multi-jurisdictional means for scoring purposes?

A10. Multi jurisdictional means that the industry with which the bidder has performed PCI remediation and assurance services within the last three (3) years is operating in more than one province or territory.

The Solicitation is hereby amended as follows:

2. On page 1 of the Solicitation extend the bid closing date as follows:

DELETE: Solicitation Closes at 02:00 PM EST on 2012-05-15;

INSERT: Solicitation Closes at 02:00 PM EDT on 2012-05-29.

3. In Part 3 - Bid Preparation Instructions, Attachment 1 to Part 3 Pricing Schedule:

DELETE: Attachment 1 to Part 3 Pricing Schedule, in it's entirety;

INSERT: Revised Attachment 1 to Part 3 Pricing Schedule, attached.

4. In Part 4 - Evaluation Procedures and Basis of Selection, Attachment 1 to Part 4 Technical Criteria MT4:

DELETE: The Bidder must propose two (2) PCI Advisors who meet the following:

At bid closing, the proposed PCI Advisors must have completed a bachelor's degree in the field of Accounting, Commerce, Business Administration, Information Technology, Security or equivalent and must have acquired five (5) years of full-time professional work experience, within the last 10 years,

conducting PCI related activities, as defined in the Statement of Work, in the at least two (2) of the following:

- Risks;
- PCI audits;
- Compensating controls; or
- Financial analysis,

OR

The proposed PCI Advisors must have acquired seven (7) years of full-time professional work experience, within the last 10 years, conducting PCI related activities, as defined in the Statement of Work, in the at least two (2) of the following:

- Risks;
- PCI Audits;
- Compensating controls; or
- Financial analysis.

INSERT: The Bidder must propose one (1) PCI Advisor who meets the following:

At bid closing, the proposed PCI Advisor must have completed a bachelor's degree in the field of Accounting, Commerce, Business Administration, Information Technology, Security or equivalent and must have acquired five (5) years of full-time professional work experience, within the last 10 years, conducting PCI related activities, as defined in the Statement of Work, in the at least two (2) of the following:

- Risks;
- PCI audits;
- Compensating controls; or
- Financial analysis,

OR

The proposed PCI Advisor must have acquired seven (7) years of full-time professional work experience, within the last 10 years, conducting PCI related activities, as defined in the Statement of Work, in at least two (2) of the following:

- Risks;
- PCI Audits;
- Compensating controls; or
- Financial analysis.

5. In Part 7 - Resulting Contract Clauses, at Article 1.2.4 TA Process revise Subarticle 1.2.4.2 as follows:

DELETE:

1.2.4.2 Within five (5) calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:

1. the total estimated cost proposed for performing the task or, as applicable, revised task;
2. a breakdown of that cost in accordance with Annex B, to be provided, as applicable, per milestone contained in the Schedule of Milestones ; and
3. for each resource proposed by the Contractor for the performance of the Work required:
 - i. the name of the proposed resource; and
 - ii. a demonstration that the proposed resource meets:
 - a. the Contract security requirements (1.2.4.1.2 above); and
 - b. Contractor Resource Requirements, SOW 4.0.

INSERT:

1.2.4.2 Within five (5) calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:

1. the total estimated cost proposed for performing the task or, as applicable, revised task;
2. a breakdown of that cost in accordance with Annex B, to be provided, as applicable, per milestone contained in the Schedule of Milestones ; and
3. for each resource proposed by the Contractor for the performance of the Work required:
 - i. the name of the proposed resource;
 - ii. **the resume of the proposed resource; and**
 - iii. a demonstration that the proposed resource meets:
 - a. the Contract security requirements (1.2.4.1.2 above); and
 - b. Contractor Resource Requirements, **SOW 5.0.**

6. In Part 7 - Resulting Contract Clauses, in Annex A Statement of Work Item 4.0 Contractor Resources:

INSERT: 4.3 Junior PCI Advisors

The Contractor must provide up to two (2) Junior PCI Advisors to assist the Senior PCI Advisor In carrying out the work outlined herein on an as and when requested basis and provide the deliverables to the satisfaction of the PA.

7. In Part 7 - Resulting Contract Clauses, in Annex A Statement of Work Item 5.0 Contractor Resource Requirements:

INSERT:

| Resource Category | Minimum Resource Qualifications |
|---------------------|---|
| Junior PCI Advisors | <p>The Junior PCI Advisors must have acquired three (3) years of full-time professional work experience, within the last 10 years, conducting PCI related activities, as defined in the Statement of Work, in the at least two (2) of the following:</p> <ul style="list-style-type: none"> • PCI audits; • Financial reporting; • Compensating Controls; or |

Solicitation No. - N° de l'invitation

EN891-121307/B

Amd. No. - N° de la modif.

002

Buyer ID - Id de l'acheteur

406zg

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

20121307

File No. - N° du dossier

406zgEN891-121307

CCC No./N° CCC - FMS No/ N° VME

-
- | | |
|--|--|
| | <ul style="list-style-type: none">• Security analysis. |
|--|--|

8. In Part 7 - Resulting Contract Clauses, in Annex B Basis of Payment:

DELETE: Annex B Basis of Payment in its entirety

INSERT: Revised Annex B Basis of Payment, attached.

ATTACHMENT 1 to PART 3 PRICING SCHEDULE

The Bidder should complete this pricing schedule and include it in its financial bid once completed. As a minimum, the Bidder must respond to this pricing schedule by including in its financial bid for each of the periods specified below its quoted all inclusive fixed hourly rate (in Cdn \$) for each of the resource categories identified.

The inclusion of volumetric data in this document does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.

The rates specified below, when quoted by the Bidder, include the total estimated cost of all travel and living expenses that may need to be incurred for:

- a. work described in Part 7, Resulting Contract Clauses, of the bid solicitation required to be performed within the National Capital Region (NCR). The NCR is defined in the *National Capital Act*, R.S.C. 1985, c. N-4, S.2. *The National Capital Act* is available on the Justice Website: <http://laws.justice.gc.ca/eng/acts/N-4/> ;
- b. travel between the successful bidder's place of business and the NCR; and
- c. the relocation of resources to satisfy the terms of any resulting contract. These expenses cannot be charged directly and separately from the professional fees to any contract that may result from the bid solicitation.

The inclusion of volumetric data in this document does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.

| | PERIOD / CATEGORY | QUOTED ALL-INCLUSIVE FIXED HOURLY RATE (in Cdn \$) | Volumetric Data (estimated hours) | Total (in Cdn \$) |
|------------------------|--|--|--|----------------------|
| | | A | B | C= A x B |
| 1 | Contract Period: Year 1 and Year 2 | | | |
| 1a | Senior PCI Advisor | | 1650 | |
| 1b | PCI Advisor | | 750 | |
| 1c | Junior PCI Advisor | | 840 | |
| Total Contract Period: | | | | |
| 2 | Optional Period - Year 3 and Year 4 | | | |
| 2a | Senior PCI Advisor | | 1650 | |
| 2b | PCI Advisor | | 750 | |
| 2c | Junior PCI Advisor | | 840 | |
| Total Optional Period: | | | | |
| 3 | Evaluated Price (GST/HST excluded): (i.e., sum of: Total Contract Period + Total Optional Period) | | | \$ _____ |
| 4 | GST or HST Insert GST or HST amount, as applicable: | | | GST: HST: |

ANNEX B BASIS OF PAYMENT

A - The period of the Contract is two (2) years commencing from date of contract.

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1.0 Professional Fees

The Contractor will be paid all inclusive fixed time rates as follows:

| | PERIOD | ALL-INCLUSIVE FIXED HOURLY RATE (in Cdn \$) |
|---|--------------------|--|
| Contract Period: Year 1 and Year 2 | | |
| 1a | Senior PCI Advisor | \$ |
| 1b | PCI Advisor | \$ |
| 1c | Junior PCI Advisor | \$ |

2.0 Cost Reimbursable Expenses

2.1 Authorized travel and living expenses for Work performed outside the National Capital Region (NCR) only.

For the requirements relative to travel described in section 7.2 of the Statement of Work in Annex A:

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travelers", rather than those referring to "employees".

All travel must have the prior authorization of the Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Canada will not accept any travel and living expenses for:

- a. Work performed within the National Capital Region (NCR). The NCR is defined in the National Capital Act, R.S.C. 1985, c. N-4, S.2. The National Capital Act is available on the Justice Website: <http://laws.justice.gc.ca/en/N-4/> ;
- b. Any travel between the Contractor's place of business and the NCR; and
- c. Any relocation of resources required to satisfy the terms of the Contract.

3.0 Total Estimated Cost - Contract Period: \$ _____.

B - Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended periods of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extensions.

B- 1.0 Extended Contract - Option Period 1 (additional one year period)

1.0 Professional Fees

The Contractor will be paid all inclusive fixed time rates as follows:

| | PERIOD | ALL-INCLUSIVE FIXED HOURLY RATE (in Cdn \$) |
|--------------------------------|--------------------|--|
| Option Period 1: Year 3 | | |
| 2a | Senior PCI Advisor | \$ |
| 2b | PCI Advisor | \$ |
| 2c | Junior PCI Advisor | \$ |

2.0 Cost Reimbursable Expenses

2.1 Authorized travel and living expenses for Work performed outside the National Capital Region (NCR) only.

For the requirements relative to travel described in section 7.2 of the Statement of Work in Annex A:

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travelers", rather than those referring to "employees".

All travel must have the prior authorization of the Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Canada will not accept any travel and living expenses for:

- Work performed within the National Capital Region (NCR). The NCR is defined in the National Capital Act, R.S.C. 1985, c. N-4, S.2. The National Capital Act is available on the Justice Website: <http://laws.justice.gc.ca/en/N-4/> ;
- Any travel between the Contractor's place of business and the NCR; and
- Any relocation of resources required to satisfy the terms of the Contract.

3.0 Total Estimated Cost - Option Period 1: \$ _____.

B- 2.0 Extended Contract - Option Period 2 (additional one year period)

1.0 Professional Fees

The Contractor will be paid all inclusive fixed time rates as follows:

| | PERIOD | ALL-INCLUSIVE FIXED HOURLY RATE (in Cdn \$) |
|--------------------------------|--------------------|--|
| Option Period 2: Year 4 | | |
| 3a | Senior PCI Advisor | \$ |
| 3b | PCI Advisor | \$ |
| 3c | Junior PCI Advisor | \$ |

2.0 Cost Reimbursable Expenses

2.1 Authorized travel and living expenses for Work performed outside the National Capital Region (NCR) only.

For the requirements relative to travel described in section 7.2 of the Statement of Work in Annex A:

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travelers", rather than those referring to "employees".

All travel must have the prior authorization of the Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Canada will not accept any travel and living expenses for:

- Work performed within the National Capital Region (NCR). The NCR is defined in the National Capital Act, R.S.C. 1985, c. N-4, S.2. The National Capital Act is available on the Justice Website: <http://laws.justice.gc.ca/en/N-4/> ;
- Any travel between the Contractor's place of business and the NCR; and
- Any relocation of resources required to satisfy the terms of the Contract.

3.0 Total Estimated Cost - Option Period 2: \$ _____.