

**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 - EL  
Division/Services professionnels en informatique -  
division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> ERP FUNCTIONAL ANALYSTS 2011/2012	
<b>Solicitation No. - N° de l'invitation</b> EP549-122420/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> 20122420	<b>Date</b> 2012-04-20
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$SEL-626-24056	
<b>File No. - N° de dossier</b> 626el.EP549-122420	<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 2012-05-08</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> Dubé, Jonah	<b>Buyer Id - Id de l'acheteur</b> 626el
<b>Telephone No. - N° de téléphone</b> (819) 956-0712 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<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>

The Request for Proposal (RFP) Amendment 004 is raised to modify the contract periods of the RFP.

### 1. At Article 1.2 of the RFP, Summary

#### DELETE:

- (b) It is intended to result in the award of one contract for one year plus two one-year irrevocable options allowing Canada to extend the term of the contract.

#### INSERT:

- (b) It is intended to result in the award of one contract for 6 months plus two 6-month irrevocable options allowing Canada to extend the term of the contract.

### 2. At Article 1.2 of the RFP, Summary

#### DELETE:

- (f) The following Categories of Personnel are required on an "as and when requested" basis in accordance with Annex "B" of the TBIPS SA.

TBIPS ID	CATEGORY OF PERSONNEL	LEVEL OF EXPERTISE	TOTAL ESTIMATED # OF RESOURCES REQUIRED (PER YEAR)
<b>APPLICATION SERVICES CLASS</b>			
A.2	ERP Functional Analyst	2	2
A.2	ERP Functional Analyst	3	1

- (f) The following Categories of Personnel are required on an "as and when requested" basis in accordance with Annex "B" of the TBIPS SA.

TBIPS ID	CATEGORY OF PERSONNEL	LEVEL OF EXPERTISE	TOTAL ESTIMATED # OF RESOURCES REQUIRED (PER PERIOD)
<b>APPLICATION SERVICES CLASS</b>			
A.2	ERP Functional Analyst	2	2
A.2	ERP Functional Analyst	3	1

### 3. At Article 2.6 of the RFP, Volumetric Data

#### DELETE:

The Total Estimated # of Resources Required (per year) data has been provided to Bidders to assist them in preparing their bids. The inclusion of this data in this bid solicitation does not represent a

commitment by Canada that Canada's future usage will be consistent with this data. It is provided purely for information purposes.

#### INSERT:

The Total Estimated # of Resources Required (per period) data has been provided to Bidders to assist them in preparing their bids. The inclusion of this data in this bid solicitation does not represent a commitment by Canada that Canada's future usage will be consistent with this data. It is provided purely for information purposes.

#### 4. At ATTACHMENT 3 of the RFP, BIDDER'S RESPONSE TEMPLATES FOR FIRM ALL INCLUSIVE PER DIEM RATES

#### DELETE:

#### ATTACHMENT 3

#### BIDDER'S RESPONSE TEMPLATES FOR FIRM ALL INCLUSIVE PER DIEM RATES

FOR THE INITIAL CONTRACT PERIOD (1 YEAR)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

FOR OPTION PERIOD 1 (1 YEAR)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

FOR OPTION PERIOD 2 (1 YEAR)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

**INSERT:**

### ATTACHMENT 3

#### BIDDER'S RESPONSE TEMPLATES FOR FIRM ALL INCLUSIVE PER DIEM RATES

FOR THE INITIAL CONTRACT PERIOD (6 MONTHS)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

FOR OPTION PERIOD 1 (6 MONTHS)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

FOR OPTION PERIOD 2 (6 MONTHS)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

#### 5. At Article 7.6 of the RFP, Contract Period

**DELETE:**

- (a) **Contract Period:** The “**Contract Period**” is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
  - (i) The “**Initial Contract Period**”, which begins on the date the Contract is awarded and ends one year later; and
  - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two additional 1-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

**INSERT:**

- (a) **Contract Period:** The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
  - (i) The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends 6 months later; and
  - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**
  - (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two additional 6-month periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
  - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

**6. At ANNEX A of the RFP, BASIS OF PAYMENT****DELETE:****ANNEX A****BASIS OF PAYMENT**

In accordance with the Contract, the Contractor will be paid the following firm all-inclusive per diem rates for work performed pursuant to this Contract, GST/HST extra.

FOR THE INITIAL CONTRACT PERIOD (1 YEAR)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$

Solicitation No. - N° de l'invitation

EP549-122420/A

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

20122420

Amd. No. - N° de la modif.

004

File No. - N° du dossier

626eEP549-122420

Buyer ID - Id de l'acheteur

626e1

CCC No./N° CCC - FMS No/ N° VME

A.2	ERP Functional Analyst	3	\$
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FOR OPTION PERIOD 1 (1 YEAR)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

FOR OPTION PERIOD 2 (1 YEAR)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

INSERT:

**ANNEX A****BASIS OF PAYMENT**

In accordance with the Contract, the Contractor will be paid the following firm all-inclusive per diem rates for work performed pursuant to this Contract, GST/HST extra.

FOR THE INITIAL CONTRACT PERIOD (6 MONTHS)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

FOR OPTION PERIOD 1 (6 MONTHS)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$

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Buyer ID - Id de l'acheteur

626e1

CCC No./N° CCC - FMS No/ N° VME

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A.2	ERP Functional Analyst	3	\$
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FOR OPTION PERIOD 2 (6 MONTHS)			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	FIRM PER DIEM RATE
APPLICATION SERVICES CLASS			
A.2	ERP Functional Analyst	2	\$
A.2	ERP Functional Analyst	3	\$

**ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED**