

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions**  
**- TPSGC**  
**Place du Portage, Phase III**  
**Core 0A1/Noyau 0A1**  
**11 Laurier St./11, rue Laurier**  
**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 DOCUMENT CONTAINS A SECURITY  
REQUIREMENT

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

**Issuing Office - Bureau de distribution**  
Shared Systems Division (XL)/Division des systèmes  
partagés (XL)  
4C1, Place du Portage Phase III  
11 Laurier St./11, rue Laurier  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> RFP - APMI		
<b>Solicitation No. - N° de l'invitation</b> FP815-120011/A		<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> FP815-120011		<b>Date</b> 2013-01-14
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XL-113-25195		
<b>File No. - N° de dossier</b> 113xl.FP815-120011		<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 2013-01-24</b>		<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>		
<b>Address Enquiries to: - Adresser toutes questions à:</b> Xu, Hong		<b>Buyer Id - Id de l'acheteur</b> 113xl
<b>Telephone No. - N° de téléphone</b> (819) 956-1440 ( )		<b>FAX No. - N° de FAX</b> (819) 953-3703
<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>

Solicitation No. - N° de l'invitation	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur
FP815-120011/A	001	113xl
Client Ref. No. - N° de réf. du client	File No. - N° du dossier	CCC No./N° CCC - FMS No./N° VME
FP815-120011	113xIFP815-120011	

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Solicitation No. - N° de l'invitation	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur
FP815-120011/A 001	113xl	
Client Ref. No. - N° de réf. du client	File No. - N° du dossier	CCC No./N° CCC - FMS No./N° VME
FP815-120011	113xIFP815-120011	

This solicitation amendment 001 is raised to:

A) to extend the bid closing date to **January 24, 2013 at 2:00 PM;**

B) to answer the following questions from the industry.

#### Question 1.

While the current RFP and SACC manual clauses provide some comfort in this regard, there are still significant gaps that need to be addressed. For this specific RFP, will the Crown agree to allow software vendors to include Software License usage terms in their bid? These terms would then be incorporated into the resulting contract(s). In the event that these terms conflict with the terms of the RFP or SACC manual, both parties would work to achieve mutually agreeable license terms. If mutual agreement on the license terms cannot be achieved, the process would end and restarted with the next bidder on the list.

#### Answer 1:

Canada has reviewed your request and the requirement remains the same. Canada recommends that Bidders use the Enquiries process to identify any specific changes that they would like to request.

#### Question 2.

On p. 14 Section 3.3 (b) (iii) of the aforementioned RFP, it is stated that:

(iii) The project must have been completed by the Bidder itself (and does not include the experience of any proposed subcontractor or any affiliate of the Bidder). However, several entities may combine their experience by submitting a bid as a joint venture; in that case, the bid can describe the previous experience of one or more joint venture members to meet the experience requirement - that is, one similar project could be described for one joint venture member and another different project could be described for another joint venture member, as long as the total number of projects is met (if two members of the joint venture worked on the same project, it will only be counted once).

We believe that this clause is restrictive and will preclude DFO from getting competitive bids because based on our experience, these types of solutions are implemented by a team of companies that are led by a prime bidder who takes overall accountability for the outcome. Respectfully, our question is whether PWGSC would be amenable to allow for references to come collectively from the team members as opposed to only the Prime Bidder.

#### Answer 2:

Canada has reviewed your request and the requirement remains the same as several entities may combine their experience by submitting a bid as a joint venture.

### Question 3.

The project references must have been completed by the Bidder itself (and does not include the experience of any proposed subcontractor or any affiliate of the Bidder) . We propose that the crown consider changing this mandatory and allow bidders to utilize project references that are provided by the Software Publisher of the solution that is proposed by the bidder and that It is not mandatory for the bidder to have completed the projects. If this mandatory is kept unchanged it will limit the crown's opportunity to have access to a large solution offering.

### Answer 3:

Canada has reviewed your request and the requirement remains the same as several entities may combine their experience by submitting a bid as a joint venture.

### Question 4.

In the resources section, the crown requires that all three resources have "Accounts Payable Automation projects of similar scope and complexity as described in this RFP in a Canadian Federal, Provincial or Municipal government environment.". Due to the uniqueness of the requirements of this solution, we request that the crown consider removing "Canadian Federal, Provincial or Municipal government environment" and keep it open to private sector experiences.

### Answer 4:

Canada has reviewed your request and the requirement remains the same.

### Question 5.

On p. 26 Part 2, Para 7.1, it is stated that the service requirement from the Contractor is as follows:

#### "7.1 Requirement

(a) \_\_\_\_\_ (the "Contractor") agrees to supply to the Client the goods and services described in the Contract, including the Statement of Requirement (SOR), in accordance with, and at the prices set out in, the Contract. This includes:

(i) Providing a Software Solution for an accounts payable invoice imaging and processing Software Solution;

(ii) granting a perpetual license to use the Licensed Software described in the Contract;

(iii) providing the Licensed Software Documentation;

(iv) Providing professional services for implementation such as installation, integration, deployment, configuration, and any required customizations of the Licensed Software, as and when requested by Canada; ..."

However, on p. 41 Part 2, para 7.23 Professional Services, DFO is looking for only 3 resource profiles, i.e.:

(i) Project Manager: the individual responsible for liaison with department's Project Manager and who will be responsible for the overall planning, managing and coordination of the project.

(ii) Senior Business Analyst: an experienced individual responsible for reviewing, understanding and analyzing the current and proposed business processes and requirements, record keeping and information management requirements and designing an integrated AP business solution including automated workflow and approval processes which achieves the department's requirements identified in section 1 and incorporates best practice experiences which can assist in achieving those requirements. The Business Analyst would work with the department through every phase of the project - design, implementation, documentation, training, rollout and maintenance, where required.

(iii) Senior Technical Architect: an experienced individual responsible for the technical configuration, design, installation logistics for the deployment and integration of the APMI Solution within the department's business and technical environments (including integration with Oracle Financials) by assessing the department's technical environment in which the APMI Solution is intended to operate, installing, integrating, configuring the solution software in the development/test and production environments; and providing documentation and knowledge transfer to departmental resources, as required.

In our experience, these 3 resource profiles will not be sufficient to execute on the requirement stated in 7.1 above. Could you pls clarify whether the resource profiles have been understated?

Answer 5:

It can be expected that more than 3 resources may be required to completed the entire initiative (i.e. multiple business analysts and multiple technical architects) but to establish a level playing field to assess all bid we have broken down the work/expertise requirements into the three standard profiles below. We would expect that the skillsets in all three profiles combined would be adequate to support the installation and implementation of the solution.

**ALL OTHER TERMS AND CONDITIONS OF THE BID SOLICITATION REMAIN UNCHANGED**