

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

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.
Ce document contient une condition de sécurité.

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

Issuing Office - Bureau de distribution
NB / PEI Division - Moncton Acquisitions Office
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1

Title - Sujet Dental Consultant	
Solicitation No. - N° de l'invitation 51019-128007/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 51019-128007	Date 2012-11-28
GETS Reference No. - N° de référence de SEAG PW-\$MCT-006-4542	
File No. - N° de dossier MCT-2-35082 (006)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-12-07	
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: Bourque, Annette	Buyer Id - Id de l'acheteur mct006
Telephone No. - N° de téléphone (506) 851-2325 ()	FAX No. - N° de FAX (506) 851-6759
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 is hereby amended to provide the following question and answer

Question 5.

The clause in the Statement of Work whereby there is an "early Close-Out" that limits the liability of the department to 20% usage also limits the ability of the contractor to have any job security as 80% of the contract could be unavailable. In light of this I would ask that VAC if they could remove or alter the clause to permit more planning for the future for anyone considering offering a bid at this time.

Answer 5.

VAC agrees to amend the clause to "VAC guarantees a 50% usage of this contract as per Minimum Work Guarantee clause. "

AND

This solicitation is hereby amended to:

(1) Reference: Closing date appearing on page one of the solicitation document

DELETE the closing date of 30 November 2012; and

INSERT the revised closing date of 7 December 2012

(2) Reference: Request for Proposal, Part 7 - Resulting Contract Clauses, 6.2 Minimum Work Guarantee - clause 1

DELETE - 20%

INSERT - 50%

(3) Reference: Annex A - Statement of Work

DELETE Annex A - Statement of Work

INSERT Annex A - Statement of Work effective 28 November 2012

The revised Annex A includes the change of Answer 5 **AND** other additional changes. Please read the document carefully.

If your bid has already been forwarded and you wish to revise same, this revision should be sent either in a sealed envelope and mailed to the above address or by facsimile (506) 851-6759 and reach the undersigned before the appropriate closing date. The solicitation number and the closing date are to be shown on the outside of the sealed envelope or on the facsimile transmission.

All other terms and conditions of the solicitation document remain unchanged remain unchanged.

Solicitation No. - N° de l'invitation

51019-128007/A

Amd. No. - N° de la modif.

002

Buyer ID - Id de l'acheteur

mct006

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

51019-128007

File No. - N° du dossier

MCT-2-35082

CCC No./N° CCC - FMS No./N° VME

All enquiries concerning this amendment are to be forwarded to:

Name Annette Bourque
Telephone No.: (506) 851-2325
Facsimile No: (506) 851-6759

ANNEX « A »
STATEMENT OF WORK
Effective 28 November 2012

Dental Services

OBJECTIVE

The Health Professionals Division of Veterans Affairs Canada (VAC) requires the services of a dental consultant to provide expert dental advice in support of disability benefit decisions or appeals, and to work with Dental Program managers to establish a matrix structure in support of rules for decision making for VAC's Dental Program.

BACKGROUND

VAC provides eligible clients with a variety of benefits and programs to meet their health care needs. The Department's dental program provides basic dental care and some preauthorized comprehensive dental services from a dentist/denturist of the client's choice in their own community. An increasing number of veterans are submitting claims for dental conditions as 'consequential' to other entitled conditions, and the physicians in Medical Advisory do not feel they have sufficient expertise to advise the adjudicators on these submissions. Also, although the number of Veterans with 'B' line entitlement to basic dental care is decreasing, veterans continue to seek reimbursement for dental treatment benefits on the basis of a linkage to a pensioned condition or under the rehabilitation program. The department has transitioned to a third party contractor to process client claims and requests for dental treatment, and the current dental consultation contract is expiring and will not be re-competed. VAC's Health Professional Division would like to retain the services of a dental consultant who can provide expert advice, opinions and recommendations in support of disability benefit decisions or appeals. The dental consultant will also be responsible for working with Dental Program managers to create a matrix structure of decision rules for the Dental Treatment Benefits Program.

TECHNICAL REQUIREMENT

The dental consultant will possess a valid license to practice dentistry in Prince Edward Island.

DELIVERABLES

Under the direction of the Director General, Health Professionals Division, the dental consultant will be required to:

- provide expert dental consultations in response to individual clients requests for VAC disability benefits by:
 - reviewing the clients application, statement of case and relevant service documents, and client file information for disability benefits;
 - conducting research, as necessary, to become familiar with the client's medical/dental condition and status including factors which can cause and aggravate this condition;
 - analysing all information, including relevant VAC legislation, policy, guidelines and approval criteria, to arrive at an informed opinion concerning the presence of a disability, the result of service factors to this disability and the degree of disability from the pensioned condition;

ANNEX « A »
STATEMENT OF WORK
Effective 28 November 2012

- preparing, pursuant to the above noted activities, and in keeping with current departmental legislation, policy and guidelines, a dental opinion and supporting rationale to facilitate entitlement and assessment decisions by departmental adjudicators;
- work with Dental Program managers to create a matrix structure in support of rules for decision making for the Dental Program. This work should be completed no later than June 30, 2013;
- on request from DG, Health Professionals, provide expert dental input into selected client requests, appeals, or enquiries; and
- on request, provide information and/or education, in the format of presentations or other methods, in the area of dentistry to VAC staff.

The dental consultant will be required to conduct the analysis and provide recommendations to the Project Authority within three (3) working days of receipt of the request. If this turnaround time cannot be met, the dental consultant must provide the Project Authority with a notification of, and reason for, the delay, and an expected completion date. Notification must occur electronically (e-mail).

LOCATION OF THE WORK

The dental consultant shall perform the work in Charlottetown, Prince Edward Island. They will be required to safeguard client information in a secure, locked cabinet, and ensure that all client information remain in the DJM Building at all times. The Project Authority may require the dental consultant to travel and work in other locations for short periods of time so as to participate in national meetings, conferences, consultations, reviews, seminars or to provide training. When requested and authorized by the Project Authority, travel expenses will be reimbursed to the dental consultant according to the Treasury Board policy.

LANGUAGE REQUIREMENTS

The work will be performed in English.

DURATION AND TIME PERIOD OF THE CONTRACT

The timing of this contract shall be for a period of one (1) year commencing upon contract award.

The actual hours worked shall be mutually agreed between the Project Authority and the dental consultant and will vary depending on workload requirements. Generally, the dental consultant will work fifteen (15) hours per week.

OPTIONS

If the dental consultant and VAC are in agreement, this contract may be extended for two (2) option periods of one (1) year, from the date of expiry of the contract. The terms, conditions, and prices as detailed in this contract, will remain the same. Such options may be exercised only by written notice from the contracting authority given at any time prior to thirty (30) calendar days before the expiry of the contract.

Nothing in this SOW requires the contracting authority to exercise any option specified in this article and the exercise of any such option is at the sole discretion of the contracting authority.

ANNEX « A »
STATEMENT OF WORK
Effective 28 November 2012

EARLY CLOSE-OUT

VAC is under no obligation to initiate work under this contract. VAC reserves the right to initiate a call up for work for all or part of the value of the contract. VAC guarantees a 50% usage of this contract as per Minimum Work Guarantee clause.

INFORMATION MANAGEMENT

Ownership and Control

All information collected, created, captured, received, used, processed, handled, stored, and recorded by the dental consultant when fulfilling the requirements outlined in the Contract, regardless of the format, medium, and physical characteristics, remains under the ownership and control of Veterans Affairs Canada (VAC). All applicable Federal legislation applies under all circumstances, even when such information is in the sole custody of the dental consultant.

Upon delivery of the information to VAC, the dental consultant shall have no right to retain that information in any form and shall ensure that no record of the information remains in the dental consultant's possession. If the dental Consultant is bound by the provisions of provincial legislation, Professional Code or ethical standard that prevents the dental consultant from complying with the requirements of this section, then the dental consultant is permitted to comply with the Provincial legislation, Professional Code and/or ethical standard but to otherwise strictly adhere to the provisions of this section.

The dental consultant will ensure that the VAC Project Authority is advised when actions are taken to meet requirements under Provincial legislation, Professional Code and/or ethical standard and will ensure that appropriate steps are taken to protect information that is not returned to VAC. In the event of a breach of security or privacy of information, the dental consultant will notify the VAC Project Authority immediately.

Handling of Personal Information

The dental consultant acknowledges that Veterans Affairs Canada is bound by the Privacy Act with respect to the protection of personal information as defined in the Act. The dental consultant must keep private and confidential any such personal information collected, created or handled by the dental consultant under the contract, and must not collect, use, copy, disclose, dispose of or destroy such personal information except in accordance with the Privacy Act and the delivery provisions of the contract.

All personal information is under the control of Veterans Affairs Canada, and the dental consultant has no right in, or to, that information. The dental consultant must deliver to the project authority all such personal information in whatever form, including all working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to the contract, within 30 days of the completion or termination of the contract, or at such earlier time as the project authority may request. Upon delivery of the personal information to the project authority, the

ANNEX « A »
STATEMENT OF WORK
Effective 28 November 2012

dental consultant will have no right to retain that information in any form and must ensure that no record of the personal information remains in the dental consultant's possession.

Request for Information

Should the dental consultant receive a request for information from a third party, relating to information in their custody for the purposes of this contract, the dental consultant will advise the Project Authority. Following consultation with the VAC Access to Information and Privacy Coordinator, the Project Authority will provide the dental consultant with guidance and direction on handling the request.

Notification of Non-Compliance or Breach of Privacy and Security

The dental consultant shall notify, in writing, the Project Authority, the affected Department and the Contracting Authority immediately of any reason it does not comply or anticipates that it will be unable to comply with the Privacy and Security provisions of the Contract in any respect. The dental consultant shall promptly notify the Project Authority of the particulars of the non-compliance or anticipated non-compliance and what steps it proposes to take to address, or prevent recurrence of the non-compliance or anticipated non-compliance.

The dental consultant shall notify the Project Authority immediately when it anticipates, or becomes aware of, an occurrence of breach of privacy or of the security requirements of the Contract. This includes but is not limited to:

- a) Unauthorized access to or modification of the personal information in its custody;
- b) Unauthorized use of the personal information in its custody;
- c) Unauthorized disclosure of the personal information in its custody;
- d) A breach of privacy or security with respect to personal information in its custody or with respect to any computer system in its custody and that may be used to access personal information.

SECURITY REQUIREMENTS

Before the commencement of the work, the dental consultant must have an ENHANCED RELIABILITY (LEVEL B) security clearance, See Annex C Security Requirement Check List.

Work-as-when-requested

In addition to any work required under this SOW, the Project Authority may, at his/her discretion, request the Contracted Dentist to complete additional dental services on an "As-And-When-Requested" basis under the same terms, conditions and price agreed to in this contract.

Basis of Payment

The dental consultant will be paid on a per hour basis for each day worked. The dental consultant shall submit a log attached to a payment claim detailing the hours worked for each month. The dental consultant shall submit no more than one (1) claim for any given month. Payments shall be made in

ANNEX « A »
STATEMENT OF WORK
Effective 28 November 2012

arrears. No additional payment will be made to cover expenses incurred by the dental consultant including taxes, membership fees, and travel expenses other than those specifically authorized by the Project Authority.

Method of Payment

Monthly payments based on invoices will be made up to 100% for actual time worked and up to 100% for direct expenses, travel expenses. All direct expenses, travel, etc. must be supported by receipts.