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Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions of the
Offer remain the same.

Ce document est par la présente révisé; sauf indication
contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada -
Pacific Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

Title - Sujet RISO PM TRAINING		
Solicitation No. - N° de l'invitation W0103-136600/A		Date 2013-06-05
Client Reference No. - N° de référence du client W0103-136600		Amendment No. - N° modif. 001
File No. - N° de dossier VIC-2-35268 (211)	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-211-6230		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2013-05-07
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-06-18		Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
Address Enquiries to: - Adresser toutes questions à: Park, Isabell		Buyer Id - Id de l'acheteur vic211
Telephone No. - N° de téléphone (250) 363-3981 ()	FAX No. - N° de FAX (250) 363-3344	
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 Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

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		

Amendment 001

This amendment is raised to provide answers to questions raised.

Q1. Is it Canada's intent to qualify only one firm under this RFSO? Alternatively, if Canada intends to qualify more than one firm for the standing offer, please advise (a) how many firms and (b) what will the criteria be for allocating call-ups among the firms?

A1. It is our intention to award one Standing Offer.

Q2. Part 4, Evaluation Procedures, Para 1.1 Technical Evaluation, Part A, Mandatory Criteria refer to experience in delivering training to adults and project management training. However, in Part B, Point Rated Technical Criteria, para 1.1.2, sub-para 1e, specifically refers to points being awarded for work experience in project management. Can you please clarify as to the nature of the project experience that is being sought in Part A, Mandatory Criteria and how it is different from that sought in the Point-Rated Technical Criteria?

A2. Project Experience under Mandatory Criteria:
Mandatory criteria are evaluated on pass/fail basis and evaluates whether or not the resume contains the information requested such as date of the project, description of the project, who it was completed for, and a description of the proposed instructor's role in the project.

Work experience in Project Management under Rated Criteria:

This is where we will be looking at detailed information and will look at the years of experience. Each year will be given 1 point.

Depending on the information presented, you could pass the mandatory criteria but could receive 0 points under rated criteria.

Q3. In Part 6, Standing Offer and Resulting Contract Clauses, para 3 refers to the possibility for extension and para 9 refers to financial limitations to not to exceed \$300,000. Does this maximum amount refer (a) to the two-year term of the standing offer, or (b) is it a *per annum* amount, or (c) is it the maximum for the two year term plus the potential two year extension?

A3. \$300,000 is the funding allocated for 2 year period. If option is exercised, additional funding will be provided.

Q4. Are we required to bid on all the courses or can we select which topics to bid on?

A4. We require a supplier who can deliver ALL of these courses.

Q5. Do we have to stick to the course duration provided to us or is that number a suggestion? For example: If we have a PM course that is 3 days instead of the 4 days wanted in the standing offer, can we still nominate our 3 day course if it meets all the requirements in content?

A5. We would consider an alternate duration for some courses, but not for any of those that will be used for the purposes of evaluation (Intro to PM (1 day), Project Management

(4 days) and Project Risk Management). We are aware that some companies provide a 3-day basic Project Mgmt but the feedback we had from our clients was that it was too rushed.

- Q6. Although we can provide you with a hard copy of the content, we don't provide lesson plans and instructional guides to our clients at the proposal stage as the facilitation of the course is a critical piece to the solution. Is it mandatory to provide the instructional guide?
- A6. Yes, it is mandatory. Part of our evaluation includes looking not only at the participant manual but looking at the amount of time allocated to learning objectives and the type and variety of learning method(s) used. These plans/guides provide a good summary for us to evaluate that.
- Q7. We prefer to nominate a number of facilitators who are certified versus just one to allow flexibility in scheduling. Could we provide you with references from clients who we have delivered the course to, or is it mandatory that a particular facilitator has facilitated for them and provide references for the facilitator?
- A7. A large part of the evaluation will be based on the facilitator so the bidder should determine which facilitator they plan to primarily use to deliver this training and submit their information. It is our expectation that the facilitator who is submitted as part of the evaluation will be the facilitator for our courses. We have a unique work environment at DND and our desire is to have facilitators who will be delivering these courses for us on a regular basis, so they become more familiar with our environment and in a better position to provide information and examples that will be relevant to our context. We would be agreeable to having 2 primary facilitators nominated to provide for some flexibility in scheduling.