

Solicitation 24062-13-232

Question and Answer Series I

Question 1:

We have the following questions related to the Protected B level:

- a. What are the practical implications (requirements to be met) of having the Document Safeguarding level Protected B on the information security?
- b. What are the practical implications of having the security level Protected B on the IT system?
- c. Can we have a pending application for the Protected B by the time of submitting the Bid on July 5th, 2013?
- d. How long is the processing time to obtain the security level Protected B given that we already have DOS status at the Reliability level?

Answer 1:

- a. Information about security requirements can be found at the Industrial Security Program's (ISP) website at <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>, or you can contact them at 1-866-368-4646.
- b. See above answer.
- c. As per Part 6 – Security Requirements and Other Requirements, 1. Security Requirements, the conditions must be met prior to award of a contract; therefore the clearance can be pending by the bid closing date.
- d. Please contact ISP at 1-866-368-4646.

Question 2:

Point Evaluation: Based on the RFP, for the Section I: Technical Bid there are only 3 parts to be evaluated:

- (A) 2 corporate projects (RT 1 – pg.28 and RT 3 – pg.29)
- (B) Corporate profile (RT 2 – Pg.28)
- (C) Lead resources projects and experience (RT 4 – pg.30).

- 2.1 Evaluation of the whole Bid on the RFP has a total of 60 points that are allocated to the above mentioned 3 sections, is that correct?

2.2. The Section I on pg.6 in English version states that “bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements,” however I do not find any further information on whether we should provide a description on how we would approach the work described in the RFP, e.g. methodology, parameters used, time frame for each deliverable. Is there such a requirement? How is this evaluated? Will there be any points allocated to this?

Answer 2:

2.1 The bid submission must meet all conditions set out in the RFP. Please refer to Part 4 – Evaluation Procedures and Basis of Selection for the evaluation procedures.

2.2 There are no specific technical evaluation criteria intended to evaluate the Bidder’s approach on meeting the requirements; however Bidders are encouraged to demonstrate their understanding of the requirements and explain how they will meet those requirements in their bid submission.

Question 3:

Corporate profile section: “The Bidder should provide a written corporate profile describing their primary line(s) of business, demonstrating any of the following elements: (a) Business Vehicle reimbursement analyses etc” (RT 2, pg.28 English version). Please provide a more explicit explanation of how are we supposed to demonstrate these elements – should we generally describe the work we have done, or should we provide exact information on relevant projects completed, references, timeframes, etc? What are the requirements that must be fulfilled in order to “demonstrate” each competency?

Answer 3:

Please see amendment 1.

Question 4:

Can a bidder use the same projects for the corporate projects section (RT1, pg.28 and RT3, pg.29) as well as for the experience of the lead resource (RT4, pg.30) and receive maximum points in all of the above mentioned sections, if relevant criteria are met?

Answer 4:

Yes.

Question 5:

Corporate Project locations (RT 3, pg.29, English version): Is the location of projects calculated cumulatively or separately for each project? E.g. We have completed large projects for the Federal Government in Ontario and the Provincial Government in Quebec. If we would provide these two projects would we receive 1 point for each project (2 in total) or 3 points per project (6 points in total) i.e. 2 provinces covered in total, 3 points per project? Would it be more beneficial to provide smaller completed projects that cover the whole of Canada rather than larger, more comprehensive projects that only cover one Canadian province?

Answer 5:

The scale within point-rated criterion RT3 will be used to evaluate the methodology and scope applied to the projects submitted in M1. The scope of each project will be assessed based on how many provinces/territories were evaluated and applied to the project deliverable; therefore points will not be assigned for providing the location of where the project was conducted.



REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal to: Treasury Board of Canada Secretariat

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred or attached hereto, the supplies and services listed herein or on any attached sheets at the price(s) set out therefore.

Propositions aux : Secrétariat du Conseil du Trésor du Canada

Nous offrons par la présente de vendre à sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les articles et les services énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Solicitation No. - N° de l'invitation 24062-13-232	Type - Genre Amd	Update - Mise à jour 01
Solicitation closes - La demande prend fin at - à 14:00 EDT on - le July 5, 2013	TBS File No. - N° de dossier de SCT	

↑ Please ensure this area appears in window of return envelope / S'assurer que cette partie figure dans la fenêtre de l'enveloppe-réponse ↓

Date of Solicitation - Date de la demande June 17, 2013	
Address inquiries to - Adresser toute demande de renseignements à : Darlene.Fisher@tbs-sct.gc.ca	
Area code and Telephone No. Code régional et N° de téléphone 613-608-7993	Facsimile No. N° de télécopieur 613-947-5194
Destination Described Herein	

Instructions:
Municipal taxes are not applicable.

Unless otherwise specified herein by the Crown, all prices quoted are to be net prices in Canadian funds including Canadian customs duties, excise taxes, and are to be F.O.B, including all delivery charges to destination(s) as indicated. The amount of the GST/HST is to be shown as a separate item.

Instructions:
Les taxes municipales ne s'appliquent pas.

Sauf indication contraire, énoncée par la Couronne, dans les présentes, tous les prix indiqués sont des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être F.A.B, y compris tous frais de livraison à la (aux) destination(s) indiquée(s). La somme de la TPS/TVH devra être un article particulier.

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Vendor Name Address - Nom et adresse du fournisseur	
Facsimile No. - N° de télécopieur	
Telephone No. - N° de téléphone	
Name and title of person authorized to sign on behalf of vendor (type or print) - Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)	
Name / Nom	
Title/ Titre	
Signature : _____	
Date : _____	





1. At Annex B: Mandatory and Point-Rated Evaluation Criteria, Point-Rated Evaluation Criteria, Bidder (Corporate) Point-Rated Criteria, RT 2:

DELETE:

RT 2	<p>The Bidder should provide a written corporate profile describing their primary line(s) of business, demonstrating any of the following elements:</p> <ul style="list-style-type: none"> a) Business vehicle reimbursement analysis b) Fuel expense management c) Vehicle expense management d) Vehicle reimbursement methodology e) Car allowance solutions 	5 points	<p>Demonstrates one (1) element = 1 point</p> <p>Demonstrates two (2) elements = 2 points</p> <p>Demonstrates three (3) elements = 3 points</p> <p>Demonstrates four (4) elements = 4 points</p> <p>Demonstrates all five (5) elements = 5 points</p>
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INSERT:

RT 2	<p>The Bidder should provide a written corporate profile describing their primary line(s) of business, demonstrating any of the following elements:</p> <ul style="list-style-type: none"> a) Business vehicle reimbursement analysis b) Fuel expense management c) Vehicle expense management d) Vehicle reimbursement methodology e) Car allowance solutions <p>To demonstrate, the corporate profile should include:</p> <ul style="list-style-type: none"> • Name and address of company • Background (i.e. when established, etc.) • Description of primary line(s) of business including a list of past and current clientele, activities performed, and accomplishments 	5 points	<p>Demonstrates one (1) element = 1 point</p> <p>Demonstrates two (2) elements = 2 points</p> <p>Demonstrates three (3) elements = 3 points</p> <p>Demonstrates four (4) elements = 4 points</p> <p>Demonstrates all five (5) elements = 5 points</p>
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ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.