

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions -
TPSGC
Place du Portage, Phase III
Core OA1\Noyau OA
11 Laurier St.\11, rue Laurier
Gatineau
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
Business Transformation and Systems Integration
Service/Division de transformation des opérations et
d'intégrat
Special Procurement Initiative Dir
Dir. des initiatives spéciales
d'approvisionnement
11 Laurier, Place du Portage III
12C1
Gatineau
Québec
K1A 0S5

Title - Sujet TBIPS - MPMCT PROJECT	
Solicitation No. - N° de l'invitation W8474-14MP22/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client W8474-14MP22	Date 2013-08-19
GETS Reference No. - N° de référence de SEAG PW-\$\$XE-670-26308	
File No. - N° de dossier 670xe.W8474-14MP22	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-09-05	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Chapple(XE Div.), Jeremy	Buyer Id - Id de l'acheteur 670xe
Telephone No. - N° de téléphone (819) 956-1004 ()	FAX No. - N° de FAX (819) 956-8303
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

Solicitation No. - N° de l'invitation

W8474-14MP22/A

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

W8474-14MP22

Amd. No. - N° de la modif.

003

File No. - N° du dossier

670xeW8474-14MP22

Buyer ID - Id de l'acheteur

670xe

CCC No./N° CCC - FMS No/ N° VME

**Public Works and Government Services Canada
Request For Proposal (RFP) W8474-14MP22/A**

**Task Based In Informatics Professional Services (TBIPS)
Multiple Resource Categories And Levels
For The Department of National Defence's
Military Personnel Management Capability Transformation (MPMCT) Project**

Amendment No: 003

RFP Published on August 2, 2013

Closing Date: September 5, 2013

The following is a summary of Amendments issued to date for Solicitation W8474-14MP22/A:

Amendment Item No.	Description	Date	Comments
1	Amendment No. 001	Electronic August 12, 2013	Clarification Question # 1 & RFP Revision No 1 to extend Bid Closing date.
2	Amendment No. 002	Electronic August 14, 2013	Clarification Question # 's 2 to 5.
3	Amendment No. 002	Electronic August 19, 2013	Clarification Question # 's 6 to 14.

CLARIFICATION QUESTIONS:

Note: clarification questions are numerically sequenced upon arrival at PWGSC. A question and its answer will be provided via the Government of Canada's tendering web site BuyandSell.gc.ca as responses become available. Potential Bidders are therefore advised that questions and answers may be issued via BuyandSell.gc.ca out of sequence.

The following clarification questions were received from a potential Bidders. In accordance with Article 13 under 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, which has been incorporated into the RFP, and in accordance with Article 2.1 c) of the RFP, the clarification questions and corresponding answers are provided to all potential bidders as set out below:

Question 6:

Please confirm that bidders are not required to submit separate proposals for each Workstream.

Answer 6:

Part 3, (d) *Submission of Only One Bid from a Bidding Group*, (i) of the RFP states the following:

"The submission of more than one bid from members of the same bidding group is not permitted in response to this bid solicitation. If members of a bidding group participate in more than one bid, Canada will set aside all bids received from members of that bidding group. A single bid may contain bids to be awarded a contract in one or more Workstreams. However, a bid may not contain a bid for a member of a bidding group to be awarded more than one contract in any given Workstream."

As a result, Bidders must not submit more than one bid per bidding group. Bidders should ensure that their bid addresses all of the Workstreams that the Bidder would like to be evaluated for under the solicitation.

For ease of evaluation, Canada requests that Bidders separate their response to each Workstream separately within their bid.

Question 7:

Please clarify and confirm that the Aggregate Time as defined in Appendix C to Annex A applies to the Mandatory and Point-Rated criteria on an individual requirement basis.

Answer 7:

Canada confirms that the term Aggregate Time, as defined in *Attachment 4.1* and *Appendix C to Annex A*, is calculated separately for each criteria in which the term is used in *Attachment 4.1* and *Appendix C to Annex A*.

Please see the examples below:Example Criteria #1:

A Bidder submits the following projects for evaluation in order to substantiate the experience of the Bidder's proposed resource for the criteria:

- The Bidder's proposed resource had start and end dates for Project 1 of January 2012 to January 2013, for a total of 13 months experience on that project.
- The Bidder's proposed resource had start and end dates for Project 2 of December 2012 to February 2013, for a total 3 months experience on that project.

The Aggregate Time for the above example = 14 months

In the above example, the total experience evaluated for the Bidder's proposed resource = 14 months

Example Criteria #2:

A Bidder submits the following projects for evaluation in order to substantiate the experience of the Bidder's proposed resource for the criteria:

- The Bidder's proposed resource had start and end dates for Project 1 of January 2012 to January 2013, for a total of 13 months experience on that project.
- The Bidder's proposed resource had start and end dates for Project 3 of January 2011 to December 2011, for a total of 12 months experience on that project.

The Aggregate Time for the above example = 25 months

In the above example, the total experience evaluated for the Bidder's proposed resource = 25 months

Question 8:

Regarding TA3.R2 this criteria is unusually restrictive given that XML Publisher was released in 2003 and to achieve full points vendors must demonstrate 10 years of experience with the technology. Due to the nature of the staffing industry, and subcontracting in general, it is extremely unlikely that any resource bid by any vendor will have had absolutely zero breaks in employment; therefore it is highly unlikely that any vendor will be able to achieve full points for TA3.R2. We ask the client to kindly amend the criteria from "Maximum of 10 points" to "Maximum of 8 points" which gives vendor a 2-year window - counting from the date of the 2003 release - to achieve full points.

Answer 8:

Having Point-Rated Technical Evaluation Criteria does not mean that all Bidders must be able to obtain maximum points in order to respond to a Workstream. In addition, please note although a maximum score may be difficult to obtain, the scale used to score the Point-Rated Technical Evaluation Criteria applies equally to all Bidders within the industry, and as a result, is considered to be fair by Canada.

For Workstream 3, the minimum pass mark for point rated technical evaluation criteria is 10 points out of a maximum of 30 points which is not considered by Canada as being restrictive.

Question 9:

When a bidder is submitting for more than one Workstream, does DND wish separate bid packages per Workstream or may multiple Workstreams be included in one proposal?

Answer 9:

Part 3, (d) *Submission of Only One Bid from a Bidding Group*, (i) of the RFP states the following:

"The submission of more than one bid from members of the same bidding group is not permitted in response to this bid solicitation. If members of a bidding group participate in more than one bid, Canada will set aside all bids received from members of that bidding group. A single bid may contain bids to be awarded a contract in one or more Workstreams. However, a bid may not contain a bid for a member of a bidding group to be awarded more than one contract in any given Workstream."

As a result, Bidders must not submit more than one bid per bidding group. Bidders should ensure that their bid addresses all of the Workstreams that the Bidder would like to be evaluated for under the solicitation.

For ease of evaluation, Canada requests that Bidders separate their response to each Workstream separately within their bid.

Please also refer to Question and Answer number 6.

Question 10:

At Attachment 4.1, under Evaluation Criteria, it states: "The Bidder must propose one resource and provide one résumé (that should include references that can substantiate the work)..."

Please clarify the number of required references. We respectfully request that this be no more than 3 customer references per resource for similar work experience as providing client contact information for each project used to substantiate a resource's experience (especially after 5 years) is extremely difficult as some of these references may have changed positions or retired all together.

Answer 10:

Please note that Attachment 4.1 states that the Bidder "should include references that can substantiate the work". Use of the word "should" signifies that Canada requests that reference are provided as part of the bid for each reference project submitted but that it is not mandatory.

PART 3, 3.1 Section I: Technical Bid, v) Customer Reference Contact Information of the RFP states:

"When requested by Canada, the Bidder must provide customer references who must each confirm the facts identified in the Bidder's bid, as required by Attachment 4.1. For each customer reference, the Bidder must, at a minimum, provide the name and either the telephone number or e-mail address for a contact person. Bidders are also requested to include the title of the contact person. If there is a conflict between the information provided by the customer reference and the bid, the information provided by the customer reference will be evaluated instead of the information in the bid. If the named individual is unavailable when required during the evaluation period, the Bidder may provide the name and contact information of an alternate contact from the same customer."

PART 4, 4.2 Technical Evaluation, (c) Reference Checks states:

"[...] (ii) On the third working day after sending out the reference check request, if Canada has not received a response, Canada will notify the Bidder by email, to allow the Bidder to contact its reference directly to ensure that it responds to Canada within 5 working days. If the individual named by a Bidder is unavailable when required during the evaluation period, the Bidder may provide the name and email address of an alternate contact person from the same customer. Bidders will only be provided with this opportunity once for each customer, and only if the originally named individual is unavailable to respond (i.e., the Bidder will not be provided with an opportunity to submit the name of an alternate contact person if the original contact person indicates that he or she is unwilling or unable to respond). The 5 working days will not be extended to provide additional time for the new contact to respond."

"[...] (v) Whether or not to conduct reference checks is discretionary. However, if PWGSC chooses to conduct reference checks for any given rated or mandatory requirement, it will check the references for that requirement for all bidders who have not, at that point, been found non-responsive."

As a result, if requested by Canada, Bidders must provide one customer reference for each project submitted by the Bidder in order to substantiate the Bidder's proposed resource's experience on that

project; the Customer Reference must confirm the facts identified in the Bidder's bid, as required by Attachment 4.1.

Question 11:

With regards to the above noted solicitation, can you please clarify:

- A) If the Bidder is required to bid on each Workstream?
- B) Is a separate proposal required for each Workstream?

Answer 11:

A) Bidders do not have to bid on each Workstream. A maximum of five (5) contracts will be awarded; one for each Workstream. As a result, Bidders can choose which of the Workstreams they would like to bid on, so long as the Bidder is a qualified TBIPS Tier 2 SA Holder in the NCR for all categories and security levels specified for that Workstream.

B) Part 3, (d) *Submission of Only One Bid from a Bidding Group*, (i) of the RFP states the following:

"The submission of more than one bid from members of the same bidding group is not permitted in response to this bid solicitation. If members of a bidding group participate in more than one bid, Canada will set aside all bids received from members of that bidding group. A single bid may contain bids to be awarded a contract in one or more Workstreams. However, a bid may not contain a bid for a member of a bidding group to be awarded more than one contract in any given Workstream."

As a result, Bidders must not submit more than one bid per bidding group. Bidders should ensure that their bid addresses all of the Workstreams that the Bidder would like to be evaluated for under the solicitation.

For ease of evaluation, Canada requests that Bidders separate their response to each Workstream separately within their bid.

Please also refer to Question and Answer number 6 and 9.

Question 12:

PA3.R1 is unusually restrictive. In order for Bidder's to achieve full points we must demonstrate resource experience to a total of 10 years of experience within the last 10 years where the resource wrote code for +30,000 employee records. There is no window of time to allow for a resource to have had a reasonable break in employment. Due to the nature of the staffing industry, and subcontracting in general, it is extremely unlikely that any resource bid by any vendor will have had absolutely zero breaks in employment. As it is written, PA3.R1 will severely limit the number of bidders who will be able to achieve full points and, by extension, be able to submit a proposal in response to this Work Stream. We ask that the client kindly amend the criteria from "... acquired in the 10 years preceding..." to "... acquired in the 15 years preceding...". This will enable more vendors to bid on this category and result in open and fair competition among vendors.

Answer 12:

Having Point-Rated Technical Evaluation Criteria does not mean that all Bidders must be able obtain maximum points in order to respond to a Workstream. In addition, please note although a maximum score may be difficult to obtain, the scale used to score the Point-Rated Technical Evaluation Criteria applies equally to all Bidders within the industry, and as a result, is considered to be fair by Canada.

For Workstream 2, the minimum pass mark for point rated technical evaluation criteria is 16 points out of a maximum of 53 points which is not considered by Canada as being restrictive.

Question 13:

Regarding PA3.R1, please clearly identify the Federal Government departments that the client would accept to substantiate +30,000 employee records against this criteria.

Answer 13:

Please note that any organization, Private or Public, can be used to substantiate the requirements of PA3.R1.

However, to answer Question 13 specifically, the following Federal Government Departments have employee records greater than 30,000:

1. Canada Revenue Agency (CRA)
2. The Department of National Defence (DND) and Canadian Armed Forces (CAF)

Information regarding the population of Federal Government departments can be found using the following website:

<http://www.tbs-sct.gc.ca/res/stats/ssa-pop-eng.asp>

Please note the website excludes Canadian Armed Forces members. DND has 60,000 Regular Force Members, and additional Reservists, totaling more than 84,000 employees.

Question 14:

Due to the complexity of this RFP and it's release at the peak of the summer vacation period, we respectfully request that DND grant a 2 week extension to the RFP closing date.

Answer 14:

Please see Question and Answer No. 1) and the associated RFP Revision No. 1) set out under Amendment No 001 published on August 12, 2013, as well as Question and Answer No. 5) published under Amendment No. 002 on August 14, 2013.

Please note that the bid closing date was extended to September 5, 2013.

ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED.