

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions -
TPSGC
Place du Portage, Phase III
Core OA1\noyau OA1
11 Laurier St.\11, rue Laurier
Gatineau, Québec K1A 0S5
Bid Fax: (613) 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
Health Services Project Division (XF)/Division des
projets de services de santé (XF)
Place du Portage, Phase III, 12C1
11 Laurier St./11 rue, Laurier
Gatineau
Gatineau
K1A 0S5

Title - Sujet NURSING DIRECT SERVICES	
Solicitation No. - N° de l'invitation HT360-123541/C	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client HT360-123541	Date 2013-10-25
GETS Reference No. - N° de référence de SEAG PW-\$\$XF-010-26473	
File No. - N° de dossier 010xf.HT360-123541	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-10-28	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Benabdallah, Hana	Buyer Id - Id de l'acheteur 010xf
Telephone No. - N° de téléphone (819) 956-3333 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Department of Health Canada Ministère Santé Canada	

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

HT360-123541/C

Amd. No. - N° de la modif.

005

Buyer ID - Id de l'acheteur

010xf

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

HT360-123541

File No. - N° du dossier

010xfHT360-123541

CCC No./N° CCC - FMS No/ N° VME

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This amendment is raised to modify the Bid Solicitation document.

Amendment #9:

Delete: Attachment 1 to Part 4 of the Bid Solicitation in its entirety

Replace: with the attached revised version

ALL THE OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

ATTACHMENT 1 TO PART 4

TECHNICAL CRITERIA

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation identified in each mandatory technical criterion to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

Mandatory Technical Criteria (MT)

Evaluation of Joint Venture Bids: For the purpose of mandatory technical criterion MT1 evaluation, joint venture members can pool their experience to satisfy MT1. However, in order to meet this criterion (MT1), the Bidder must demonstrate that each member of the joint venture has at least 12 months of the required experience.

Evaluation of experience: For the purpose of mandatory technical criterion MT1 evaluation, the minimum twenty-four (24) months of experience required does not correspond to a period of continuous months but a total of 24 months in which services were rendered, within the last ten (10) years of the Bid Solicitation issuance date. For the purpose of mandatory technical criterion MT1 evaluation, Bidders are also advised that the month experience requirement corresponds to 20 days of work.

The Bidder

Bidder's Experience

Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT1	The Bidder must have a minimum of twenty-four (24) months experience, within the last ten (10) years of the Bid Solicitation issuance date, i.e. from January 1, 2004 to the Bid Solicitation issuance date, providing and managing a workforce of at least 20 different nurses per calendar year.	To demonstrate its experience, the Bidder must provide at least the following information for each client reference for which the experience meets the requirements of evaluation criterion MT1: 1) Short description of the nursing services provided to the client; 2) The period of time over which the service was provided per month, in a format including day, month and year information, e.g. from (day/month/year) to (day/month/year) for each month;

		<p>3) The number of nurses provided during the period mentioned in 3); and</p> <p>4) The name of the client for whom the nursing services work was done as well as the name and current e-mail address or telephone number of the client representative who would be able to confirm the information provided by the Bidder.</p> <p>Where the Contracting Authority is unable to reach the client representative, the Contracting Authority will notify the Bidder of same and attempt to contact the client representative again. If the Contracting Authority is still not able to contact the client representative, the Bidder will have up to 5 business days to provide the Contracting Authority with alternate contact information. Failure to do so or inability of the Contracting Authority to reach a client representative that can corroborate the information in the bid may render the Bidder's bid non responsive.</p>
Bidder's Profile		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT2	<p>Aboriginal Businesses Only</p> <p>The following mandatory criterion applies only to those Bidders which are submitting a bid as an Aboriginal Business:</p> <p>The Certification Set-aside for Aboriginal Business contained in Attachment 3 to Part 5, Certifications required with the bid, must be submitted with the Bidder's bid.</p>	<p>To meet criterion MT2, the Bidder must provide the certification Set-aside for Aboriginal Business as per the instructions in Part 5 of the Bid Solicitation, Certifications.</p>

1.1.2 Point Rated Technical Criteria

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in the tables inserted below.

Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

Point Rated Technical Criteria (RT)		Required Minimum Number of Points	Maximum Number of Points
RT1	Bidder's Experience		498
RT1.1			148
RT1.2			160
RT1.3			190
RT2	Bidder's Approach and Methodology		502
RT2.1		124	192
RT2.2		100	156
RT2.3		100	154
OVERALL SCORE		700	1000

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
Point Rated Technical Criteria (RT)			
Evaluation of experience: For the purpose of rated technical criterion RT1.1 evaluation, the period of demonstrated experience does not correspond to a period of continuous months but a period corresponding to a total of months in which services were rendered, within the last twelve (12) years of the Bid Solicitation issuance date.			
For the purpose of point rated technical criterion RT1.1 evaluation, Bidders are advised that the month experience requirement corresponds to 20 days of work.			
For the purpose of point rated technical criteria RT1.3 and RT2.1 evaluation, the definitions of remote and isolated, semi-isolated and isolated communities are as follows:			
1. Remote community: no scheduled flights, minimal telephone or radio services, and no road.			

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
2.	Isolated community: scheduled flights, good telephone services, and no year-round road access.		
3.	Semi-Isolated community: scheduled flights, good telephone services, and road access year-round greater than 90 KM to physician services.		
THE BIDDER			
RT1. BIDDER'S EXPERIENCE - Maximum: 498 points			
RT1.1	The Bidder should demonstrate its experience, within the last twelve (12) years of Bid Solicitation issuance date, i.e. from January 1, 2002 to the Bid Solicitation issuance date, in providing and managing a workforce of at least 20 different nurses per calendar year.	<p>To demonstrate its experience, the Bidder should provide at least the following information for each client reference for which the experience meets the requirements of evaluation criterion RT1.1:</p> <ol style="list-style-type: none"> 1) Short description of the health services provided to the client; 2) The period of time over which the service was provided, in a format including day, month and year information, e.g. from (day/month/year) to (day/month/year) for each month; 3) The number and name of the different nurses provided during the period mentioned in 2); and 4) The name of the client for whom the nursing services work was done as well as the name and the current e-mail address or telephone number of the client's representative who would be able to confirm the information provided by the Bidder. <p>Where the Contracting Authority is unable to reach the client representative, the Contracting Authority will notify the Bidder of same and attempt to contact the client representative again. If the Contracting Authority is still not able to contact the client representative, the Bidder will have up to 5 business days to provide the Contracting</p>	<p>Points will be awarded as follows for demonstrated experience that meets the requirements of criterion RT1.1:</p> <p>0 to 24 months of demonstrated experience = 0 points</p> <p>25 to 48 months of demonstrated experience = 27 points</p> <p>49 to 72 months of demonstrated experience = 54 points</p> <p>73 to 96 months of demonstrated experience = 83 points</p> <p>97 to 120 months of demonstrated experience = 114 points</p> <p>Over 120 months of demonstrated experience = 148 points</p> <p>Maximum Points: 148</p>

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
		<p>Authority with alternate contact information. Failure to do so or inability of the Contracting Authority to reach a client representative that can corroborate the information in the bid may render the Bidder's bid non responsive.</p> <p>To demonstrate its experience, the Bidder should provide at least the following information for each client reference for which the experience meets the requirements of evaluation criterion RT1.2:</p> <ol style="list-style-type: none"> 1) Short description of the health services provided to the client; 2) The period of time over which the service was provided, in a format including day, month and year information, e.g. from (day/month/year) to (day/month/year), presented by calendar year; 3) The number of hours of nursing services provided during the period mentioned in 2); and 4) The name of the client for whom the nursing services work was done as well as the name and the current e-mail address or telephone number of the client's representative who would be able to confirm the information provided by the Bidder. <p>Where the Contracting Authority is unable to reach the client representative, the Contracting Authority will notify the Bidder of same and attempt to contact the client representative again. If the Contracting Authority is still not able to contact the client representative, the Bidder will have up to 5</p>	
RT1.2	The Bidder should demonstrate its experience, within the last five (5) years of Bid Solicitation issuance date, i.e. from January 1, 2009 to the Bid Solicitation issuance date, in providing more than 40,000 hours of nursing services per calendar year.	<p>Points will be awarded as follows, per year, for demonstrated experience that meets the requirements of criterion RT1.2:</p> <p>0 to 40,000 hours per year of demonstrated experience = 0 points</p> <p>40,001 to 50,000 hours per year of demonstrated experience = 7 points</p> <p>50,001 to 60,000 hours per year of demonstrated experience = 12 points</p> <p>60,001 to 70,000 hours per year of demonstrated experience = 18 points</p> <p>70,001 to 80,000 hours per year of demonstrated experience = 25 points</p> <p>Over 80,000 hours per year of demonstrated experience = 32 points</p> <p>Maximum Points: 160</p>	

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
		business days to provide the Contracting Authority with alternate contact information. Failure to do so or inability of the Contracting Authority to reach a client representative that can corroborate the information in the bid may render the Bidder's bid non responsive.	
R1.3	The Bidder should demonstrate its experience in providing nursing services in Remote, Semi-Isolated or Isolated communities in the past five (5) years, i.e. from January 1, 2009 to the Bid Solicitation issuance date,.	<p>To demonstrate its experience, the Bidder should provide at least the following information for each client reference for which the experience meets the requirements of evaluation criterion RT1.3:</p> <ol style="list-style-type: none"> 1) Short description of the nursing services provided to the client; 2) The period of time over which the service was provided, in a format including day, month and year information, e.g. from (day/month/year) to (day/month/year), presented by calendar year; 3) The number of hours of nursing services provided during the period mentioned in 2); and 4) The name of the client for whom the nursing services work was done as well as the name and the current e-mail address or telephone number of the client's representative who would be able to confirm the information provided by the Bidder. <p>Where the Contracting Authority is unable to reach the client representative, the Contracting Authority will notify the Bidder of same and attempt to contact the client representative again. If the Contracting Authority is still not able to contact the client</p>	<p>Points will be awarded as follows for demonstrated experience that meets the requirements of criterion RT1.3:</p> <p>0 to 5,000 hours per year of demonstrated experience = 0 points</p> <p>5,001 to 10,000 hours per year of demonstrated experience = 6 points</p> <p>10,001 to 20,000 hours per year of demonstrated experience = 12 points</p> <p>20,001 to 30,000 hours per year of demonstrated experience = 18 points</p> <p>30,001 to 40,000 hours per year of demonstrated experience = 24 points</p> <p>40,001 to 50,000 hours per year of demonstrated experience = 30 points</p> <p>Over 50,000 hours per year of</p>

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
		representative, the Bidder will have up to 5 business days to provide the Contracting Authority with alternate contact information. Failure to do so or inability of the Contracting Authority to reach a client representative that can corroborate the information in the bid may render the Bidder's bid non responsive.	demonstrated experience = 38 points Maximum Points: 190

RT2. BIDDER'S APPROACH AND METHODOLOGY - Maximum: 502 points

The following rating scheme will be used to assess the criteria RT2.1, R2.2 and RT2.3

Rating	Description/
100%	Outstanding response; the rated area is dealt with in depth; rigorous approach and methodology that meets all of the elements of the rated area. The Bidder receives 100% of the available points for this area.
75%	Response to the rated area is well addressed; good approach and methodology, missing minor elements. The Bidder receives 75% of the available points for this area.
50%	Response to the rated criteria is satisfactorily addressed; adequate approach and methodology, missing many points including some major elements. The Bidder receives 50% of the available points for this area.
25%	Unsatisfactory response; the approach and methodology is weak, missing many major elements. The Bidder receives 25% of the available points for this area.
0%	Unsatisfactory response or the rated area is not addressed. The Bidder receives 0% of the available points for this area.

RT2.1	<p>Remote, Semi-Isolated and Isolated Pre Placement Nursing Education Program</p> <p>The Bidder's proposed Remote, Semi-Isolated and Isolated Pre Placement Nursing Education Program must prepare the Contract Nurses for the remote environment and scope of practice as described in the Statement of Work. This should be clearly demonstrated by the following components of the Remote, Semi-Isolated and Isolated Pre Placement Nursing Education program as per below:</p> <p>The Orientation and Continuing Education</p>	<p>The Bidder's bid should provide a sufficiently detailed description of its proposed Remote, Semi-Isolated and Isolated Pre Placement Nursing Education Program to meet the requirements of criterion RT2.1 and demonstrate the Bidder's understanding of Health Canada Nursing Services requirement.</p> <p>For each of the eight areas addressed (a. to h. as identified in RT2.1), points will be awarded for each of the following components (1) theory, 2) skill demonstration, and 3) learning), assessment/evaluation; to a maximum of 8 points in accordance with the rating scheme above.</p> <p>Maximum Points: 192</p>
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Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
	<p>Program should describe the following components: 1) theory, 2) skill demonstration, 3) learning assessment/evaluation for each of the following areas:</p> <ul style="list-style-type: none"> a. Management and Assessment of Adult Clients; b. Management and Assessment of Pediatric Clients; c. Management and Assessment of Obstetrical, Gynecological and Newborn Clients; d. Management and Assessment of Mental Health Clients; e. Management and Assessment of Emergency Clients; f. The knowledge and skill of performing and interpreting Laboratory tests, and ECG; g. The Competencies associated with public health/population health practice; and h. The First Nations cultural component. 		Minimum Passmark : 124
RT2.2	<p>Continuing Education Program</p> <p>1. The Bidder should describe its Continuing Professional Education Program (CPEP) that ensures the Contract Nurses maintain, develop or increase knowledge, technical skills or professional performance standards in response to new legislation, treatment protocols and practices, regulatory bodies' requirements, and technologies that impact the delivery of health services in Remote, Semi-Isolated and Isolated communities. (e.g. CPEP related to changes in the treatment option for antibiotic resistant illnesses or</p>	<p>The Bidder's bid should provide a sufficiently detailed description of its proposed Continuing Professional Development and a completed module on Assessments of a suicidal client to meet the requirements of criterion RT2.2 and demonstrate the Bidder's understanding of Health Canada Nursing Services requirement.</p>	<p>Points will be awarded as follows for the detailed description of the proposed Continuing Professional Development that meets the requirements of criterion RT2.2:</p> <p>1. For each of the three elements addressed (as identified in RT2.2: theory, skill demonstration; and learning assessment and evaluation), a maximum of 26 points will be awarded in accordance with the rating scheme above.</p>

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
	<p>legislative changes in scope of practice within a jurisdictions).</p> <p>2. Bidders should provide a CPEP module on Assessment of a Suicidal Client that includes the above mentioned elements. The design of the CPEP should be based on adult learning principles and include each of the following elements:</p> <ul style="list-style-type: none"> a. theory; b. skill demonstration; and c. learning assessment/ evaluation. 		<p>2. For the description of the example that meets the requirements of criterion RT2.2, a maximum of 26 points will be awarded for each element (a,b,c), in accordance with the rating scheme above.</p> <p>Maximum Points: 156 Minimum Passmark : 100</p>
RT2.3	<p>Performance and Quality Assurance</p> <p>The Bidder should provide a detailed description of its approach and methodology to managing performance and quality assurance.</p> <p>The Bidder's proposed approach and methodology should include all the following attributes:</p> <ul style="list-style-type: none"> a) identify how the Bidder will ensure that any issues raised by Canada in reference to performance or quality assurance, are to be resolved; b) identify the typical problems and risks associated with the work and how the Bidder will prevent them, remedy and provide a solution to the problem; c) identify the method for auditing the quality and performance of the work, such as completeness of the charting by its resources; 	<p>The Bidder should provide a sufficiently detailed description of its proposed Performance and Quality Assurance approach and methodology to meet the requirements of criterion RT2.3 and demonstrate the Bidder's understanding of Health Canada Nursing Services requirement.</p>	<p>For each of the seven attributes addressed (a. to g. as identified in RT2.2), a maximum of 22 points will be awarded in accordance with the rating scheme above.</p> <p>Maximum Points: 154 Minimum Passmark : 100</p>

Number	Point Rated Technical Criterion	Bid Preparation Instructions	Weighting (Points)
	<p>d) provide measures on how the Bidder will keep up-to-date and ensure resources will be kept up-to-date with changes in nursing practices;</p> <p>e) provide measures on how the Bidder will keep up-to-date and ensure resources will be kept up-to-date with changes to nursing policies raised by the Technical Authority;</p> <p>f) provide measures on how the Bidder will ensure the correct handling and documentation of controlled substances by its resources; and</p> <p>g) provide the hiring and recruitment plan tied to meeting Health Canada requirements as described in the Statement of Work.</p>		