

Questions and Answers 20-27

Question 20

With respect to Stream 1a) Firms – Historical Research Services, can you please confirm whether a firm needs to propose a minimum of two resources for each category (Analysis and Writing Principal, Analysis and Writing, Research Services and Research Support) or two resources in total.

Answer 20

It is a minimum of two resources in total, not in each category.

Question 21

Regarding the normal work week, is there flexibility which would include working on weekends and evenings or must the resources work Monday to Friday, 9 to 5?

Answer 21

There is no requirement to work from 9 to 5.

Question 22

We understand that scanning of documents is often done at Departmental locations. We would like to know, therefore, under this RFP, is scanning of documents to be performed on site at the AANDC locate or is the Contractor expected to provide scanning services at their site. (p. 73)

Answer 22

AANDC' does not provide scanning equipment. As such. The scanning should be performed by the contractor. Nowhere in the RFP is there a requirement to do the scanning at Departmental locations. The scanning is a requirement of the RFP with specifications that must be able to be met by the bidder should the RFP be successful. (Note: Departmental standards are now Adobe X, not Adobe 8)

Question 23

What is the purpose of requiring the bidders to include the dates of birth of proposed resources in the curricula vitae, as stated in pp. 17, 24, 29, 35, 41, 47?

Answer 23

The date of birth is not mandatory at this stage, but it could expedite the security clearance process.

Question 24

RFP p. 12: The RFP states that “Bidders are encouraged to propose all those resources the Firm would like to qualify under any resulting SOA.” Will TAG also consider additional resources after the Standing Offers are awarded?

Answer 24

No. Only replacement of already qualified resources is allowed. See SC14.

Question 25

RFP p.19: The RFP states that “The resources(s) proposed for the Research Analyst (Principal) work category must have been directly involved in this capacity in at least two (2) of the three (3) Project Summaries submitted. Does this mean that A) Every Research Analyst (Principal) proposed must have had such involvement in at least two of the three projects summarized; or B) Two of the three projects summarized must have had involvement by at least one of the proposed Research Analysts (Principal)?

Answer 25

Every Analysis and Writing (Principal) proposed must have had such involvement in at least two of the three projects summarized;

Question 26

RFP p. 84: Can you confirm that the “Project Reference” form is not required with the bid (i.e. that this form simply represents the questions that will be asked of project reference if AANDC chooses to contact them)?

Answer 26

Team Project summary form is mandatory, the project reference form is not required, it could be used by AANDC.

Question 27

RFP p. 88: For the Certificate of Independent Bid Determination, could you please specify the “Name of the Tendering Authority” for this solicitation?

Answer 27

Tendering Authority is AANDC.