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**Revision to a Request for a Standing Offer**  
**Révision à une demande d'offre à commandes**

Regional Master Standing Offer (RMSO)  
Offre à commandes maître régionale (OCMR)

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 -  
Western Region  
PO Box 1408, Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3C 2Z1

<b>Title - Sujet</b> Language Training - Western Region	
<b>Solicitation No. - N° de l'invitation</b> ET959-140856/A	<b>Date</b> 2014-02-26
<b>Client Reference No. - N° de référence du client</b> PWGSC	<b>Amendment No. - N° modif.</b> 004
<b>File No. - N° de dossier</b> WPG-3-36154 (018)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$WPG-018-8870	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2014-01-27	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-03-10</b>	
<b>Time Zone</b> Fuseau horaire Central Daylight Saving Time CDT	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Grove, Leah	<b>Buyer Id - Id de l'acheteur</b> wpg018
<b>Telephone No. - N° de téléphone</b> (204) 984-8872 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> 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**

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
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)		
<b>For the Minister - Pour le Ministre</b>		

Solicitation No. - N° de l'invitation

ET959-140856/A

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

PWGSC

Amd. No. - N° de la modif.

004

File No. - N° du dossier

WPG-3-36154

Buyer ID - Id de l'acheteur

wpg018

CCC No./N° CCC - FMS No/ N° VME

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See attached pdf document

**This Amendment No. 004 is raised to modify Request for Standing Offer No. ET959-140856/A and to answer questions as follows:**

### **Modifications**

- 1) Referring to Annex A2, page 15

Delete:

The offeror must assign one (1) primary pedagogical advisor for every ten (10) part time groups.

Insert:

The offeror must assign one (1) primary pedagogical advisor for every fifty (50) part time groups.

- 2) Referring to Annex A3, page 17

Delete:

The offeror must assign one (1) primary pedagogical advisor for every ten (10) class groups.

Insert:

The offeror must assign one (1) primary pedagogical advisor for every thirty (30) full-time individuals.

- 3) Referring to Annex A3, page 30

Delete:

The offeror must assign one (1) primary pedagogical advisor for every ten (10) group classes.

Insert:

The offeror must assign one (1) primary pedagogical advisor for every hundred (100) part-time individuals.

### **Questions**

- 1) Regarding the Amendment and parking; we still need to provide information regarding parking, but if there were to be insufficient parking, the submission would still be considered eligible now that the mention with the asterisk is deleted. Is that correct?

**Yes. Parking is included in Point Rated Technical Criteria, but not in Mandatory Technical Criteria. Therefore, a score of zero(0) for PRTC 4.1 will not result in a bid being non-compliant.**

- 2) What is role of Canada School of Public Service and Offeror's for assessing the start level of learners and for setting up schedule for training for departments? This may affect the cost per unit on Financial Evaluation.

**The Canada School of Public Service is the Technical Authority for the Standing Offer(s).**

**Refer to the following items that detail responsibility for Identified User, the Offeror and the Canada School of Public Service regarding assessing the start level of learners:**

**Annex A1, page 5, Article 7.0 Learner Language Learning Plan**

**Annex A2, page 5, Article 7.0 Learner Language Learning Plan**  
**Annex A3, page 5, Article 7.0 Learner Language Learning Plan**

Refer to the following item that details how the training schedule is set up:  
**Refer to 8.1.2 Assignment of Steps, Article 8.1.2.1**

- 3) I understood at the Offeror's conference that if a firm obtains a standing offer that this does not give that firm exclusivity. Am I to understand that a department does not have to go with the service provider that wins the bid?

**This requirement is to establish Standing Offers for second language training. Establishing a standing offer does not create exclusivity for the service to the Standing Offer. It should however be anticipated that the Standing Offers will be used to meet second language training requirements that are within the scope of the Standing Offers.**

- 4) When a Standing Offer holder cannot fulfill the requests for language training made by a given federal department in a specific geographic area, what steps will be taken to find a training provider? Would it be possible for a provider that has not obtained a Standing offer to be selected to provide language training in this event?

**This is determined on a case by case basis using Government of Canada procurement policy and procedures.**

- 5) Given the changes to the language services provided by the Canada School of Public Service (CSPS) back in March 2012, what role will the CSPS play in federal departments and what relationship can be expected between a training provider who obtains a Standing Offer and the CSPS?

**Refer to Question 1 of this Amendment 004.**

**Also, the CSPS will provide familiarization sessions to Offeror's when Standing Offer(s) has been issued.**

- 6) I see that we must provide certified copies of diplomas. Do we need to provide all diplomas or just the highest level? For example, someone with a Ph.D. must obviously have their Master's and B.A. Also, do we need to provide 4 copies of the certified documents or just one per zone that we are submitting for?

**The highest level copy would be acceptable. We would require 4 copies for each zone you are submitting for.**

- 7) MTC 2.1 and MTC 2.2 For an offeror to obtain the highest scores, you require the experience of the offeror and pedagogical advisers to have been acquired through CSPS programs (PFL2 A, B and C and CEWP). However, there is an equivalent program used for members of the Canadian Forces: Curriculum de français des forces canadiennes (CFFC) and Canadian Forces English Curriculum (CFEC). CFFC and CFEC (newly revised) were developed using a performance-based model in response to Canadian Forces operational requirements and are based on a communicative training and adult education approach. The required proficiency levels are the same as for PFL2 and CEWP, and members of the Canadian Forces, who too are government employees, must meet the same linguistic profiles as federal public servants and must undergo the SLE. These programs have been recognized as equivalent to PFL2 and CEWP in past CSPS solicitations. We consider these two programs to be much more acceptable and suitable than "any other adult language learning program" existing on the market, worth only two points and not designed to ensure passing of SLE written and oral proficiency tests. Will you accept these programs, which are recognized as suitable to adequately prepare federal government employees for the SLE tests, to demonstrate the experience of the Offeror and its pedagogical advisers?

**The CFFC and CFEC programs will be considered as “any other adult language learning program.”**

- 8) Can a substitute pedagogical advisor be proposed for two (2) principal pedagogical advisors? If I have read correctly, one (1) substitute pedagogical advisor could be used for up to three (3) principal pedagogical advisors?

**Yes, that is correct.**

- 9) Does the same type of documents (letters of reference, resume) need to be submitted for the Back-up Pedagogical Advisor in addition to the Principal Pedagogical Advisor?

**Yes, all required documents are needed for each proposed pedagogical advisors (primary or backup).**

- 10) For Section I, Technical Offer, an electronic copy on CD is requested in addition to 4 hard copies. Can the electronic copy be submitted on USB key instead of CD ?

**Yes.**

- 11) Will there be an extension of the deadline given the number of questions?

**No. The closing date remains the same, 2014-03-10.**