



Amendment No. 03

This amendment has been raised to change section 4.2 (Activity 1) of the Statement of Work and to answer a question from a potential bidder:

Under Annex A - Statement of Work Section - 4.2 Deliverables, Milestones (Activity 1)

Delete: Develop and present to NRCan for approval a nationally visible recruitment strategy facilitated by the use of Web 2.0 tools, demonstrating the fair and transparent way in which potential candidates will be identified and assessed for suitability (advertising plan, evaluation criteria, and interview process).

Insert: Develop and present to NRCan for approval a nationally visible recruitment strategy, demonstrating the fair and transparent way in which potential candidates will be identified and assessed for suitability (advertising plan, evaluation criteria, and interview process).

Question 1: Section 4.2 refers to "a nationally visible recruitment strategy" and an "advertising plan". Does the SOW therefore require that the supplier create print or electronic ads to solicit SMGs/FSGs? Will the ad plans need to be approved through the regular departmental ad approval process? Will plans need to be approved by PCO or PMO? Will ads need to be placed in English and French in relevant publications?

If so: How much elapsed time should be allocated for the advertising requirement? Should the projected cost of ads be included in the \$90,000 project budget?

Answer: NRCan does not specify in the Statement of Work the kinds of solicitation the service supplier must undertake to recruit SMEs and FSGs who are able to conduct their evaluations in one or both official languages. It is expected that that bidder will propose a methodology for advertisement and recruitment that is transparent and possesses a national reach within their proposed budget.

ALL OTHER TERMS & CONDITIONS REMAIN THE SAME