

RFSA file no. 201402377

Responses to the questions received are as follows:

Question 26:

In Section 1.7 of the RFSA it states that all proponents must be registered with Business Access Canada prior to submitting a proposal and that the PBN provided by Business Access Canada must be included with our proposal.

Can you clarify if all members of a Joint Venture require a PBN or, just the lead member?

Answer 26:

Requirements are listed within the RFSA document. A PBN number is required at the time of proposal by the proponent that will be contracting directly with CMHC, however the certificate of submission by each joint venture members must be signed and submitted

Question 27:

How many vendors were on the last RFSA for Learning and Development Services?

Answer 27:

CMHC currently has a Supply Arrangement for learning and development services that expires in November 2014. Approximately 50 firms currently hold an SA for these services.

Question 28:

How many vendors do you plan on qualifying or will all who meet the criteria qualify?

Answer 28:

Each compliant offer that meets the minimum upset scores in each category shall then be awarded a Supply Arrangement (SA). These offerors shall make up the short-list of offerors granted Supply Arrangements.

Question 29:

How was the work distributed across the qualified vendors in the last RFSA? What was the final distribution and how much was spent on the preceding RFSA in total? What was the average contract size issued under the RFSA?

Answer 29:

The distribution of work is based on the vendors training and development services. The value of a contract is based on each project requirements therefore there is no average contract size. The distribution and total value of resulting contracts in the previous RFSA was not to exceed \$4,000,000.00. This dollar value represents an estimated contract value and not the actual purchase value of services.

Question 30:

On page 13, item 4.4 Offeror's Qualifications, item b) it requests resumes for key resources (maximum of 5). Are we just to include a sample of the types of resources available as we have several resources across different lines of business in locations across the country so without

knowing the requirements and/or location of work we cannot identify which resource would be allocated. Would you like to see a sample from each topic area i.e. Learning and Development, HR and Functional Skills, IT etc. and from different locations or just any selection from our pool.

Answer 30:

A maximum of 5 resumes for key resources i.e trainer and facilitators within your area of expertise and/or specialization and/or persons assigned to the CMHC account must be included.

Question 31:

On page 14, section 4.5 Response to Statement of Services are we to assume that completing the chart located in Appendix A fulfills the requirements or are we to also include answers to the bulleted points in section 3 on page 12? This section is allocated 10 points can you further detail how the points will be allocated in this section – chart vs bullets etc.

Answer 31:

As per section 4.5 of the RFSA, the offeror MUST provide detailed information relative to the specifications listed in Section 3, The Statement of Services to be covered under this Supply Arrangement (SA). The offerors as well complete the chart located in Appendix A. A global score will be assessed for the evaluation criterion *Response to Statement of services*.