

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC/Réception des soumissions -
TPSGC
11 Laurier St./11, rue Laurier
Place du Portage, Phase III
Core 0A1/Noyau 0A1
Gatineau
Quebec
K1A 0S5
Bid Fax: (819) 997-9776

**Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement**

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
Professional Services Online & Temporary Help
Services Division/Division des services professionnels
en ligne et d'aide temporaire
11 Laurier St./11, rue Laurier
10C1, Place du Portage III
Gatineau
Quebec
K1A 0S5

Title - Sujet ProServices/ProServices	
Solicitation No. - N° de l'invitation E60ZT-120001/E	Date 2014-10-27
Client Reference No. - N° de référence du client E60ZT-120001	Amendment No. - N° modif. 008
File No. - N° de dossier 009zt.E60ZT-120001	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$ZT-009-27511	
Date of Original Request for Supply Arrangement 2014-03-31 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-11	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Address Enquiries to: - Adresser toutes questions à: Hickey, Natasha	Buyer Id - Id de l'acheteur 009zt
Telephone No. - N° de téléphone (819) 956-6896 ()	FAX No. - N° de FAX (819) 956-9235
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de l'invitation

E60ZT-120001/E

Amd. No. - N° de la modif.

008

Buyer ID - Id de l'acheteur

009zt

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

E60ZT-120001

File No. - N° du dossier

009ztE60ZT-120001

CCC No./N° CCC - FMS No/ N° VME

See attached document.

Amendment 008

Reason for Amendment:

1. To respond to questions asked by bidders.

Questions and Answers:

Q90. I have submitted information through CPSS e-Portal and received a submission receipt for solicitation E60ZT-120001/D - period: 2 - E60ZT-120001/E. Please advise which documents are to be submitted in hard copies.

A90. Please refer to Part 3 – Bid Preparation Instructions, 1. Bid Preparation Instructions of the Request for Supply Arrangement.

Please also refer to question 53 in Amendment 003.

Q91. I have over 10 years experience in Information Technology (IT) consulting. On August 2014, I opened a new business in IT consulting.

To register in ProServices, the minimum number of years experience for a business is 1 year. As my business is myself, could you please indicate to me if my over 10 years of experience in IT applies to my business.

A91. As per M.1 Minimum Years in Business under Attachment “A” of the ProServices Request for Supply Arrangement (RFS), a bidder must have carried on business as the same legal entity for a minimum of one year as of the end date of the refresh bid solicitation period. Newly established companies who do not meet this mandatory criteria will be deemed non-compliant. As you have only established your company in August 2014, the minimum years in business mandatory criteria would only be met as of August 2015.

With respect to substantiating categories through your experience, the reference information provided to substantiate categories must be references that received your services under your company name (legal entity and Procurement Business Number (PBN)).

Please also refer to question 9 in Amendment 001, question 55 in Amendment 003, question 57 in Amendment 004, question 70 in Amendment 005, and question 82 in Amendment 006.

Q92. On June 26 2014, we applied to have our IT (TBIPS) categories approved in Refresh 1 of ProServices and are awaiting award. We are an existing ProServices holder (non-IT presently) for the Toronto and Quebec Metropolitan areas as well as the National Capital Region. We wish to offer our services for the whole province of Ontario given that we have realized that certain areas we are interested in are not included in the NCR or the Toronto Metropolitan area. This is the only change we wish to make. When PWGSC awards the Refresh 1, will we be able to add “Ontario” to the Region section or will we be compelled to wait for Refresh 3 or hopefully, possibly 2 if you have finished your evaluation of Refresh 1 before the end of September as seems to be implied in the CPSS as having an Anticipated Publish Date of

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September 2, 2014 for Refresh 3? If we could be allowed to add “Ontario” in Refresh 1 or 2 that would be so beneficial for us.

- A92.** As per Part 1 – General Instructions, item 3. Refresh Bid Solicitation (found on page 3) of the RFSA, existing suppliers are invited to submit a bid for additional categories, levels of expertise, regions and metropolitan areas. Please see the full excerpt from the RFSA below.

Part 1 - General Information, item 3. Refresh Bid Solicitation

ii. Existing Suppliers

Existing ProServices' Suppliers, who were issued a Supply Arrangement under the recent annual competition solicitation for ProServices, which closed July 15th, 2013, are invited to submit a bid for additional categories, levels of expertise, regions and metropolitan areas.

In addition, and as per Part 2 – Supplier Instructions, item 4. Submission of Bids (found on Page 9) of the RFSA, if you are submitting a bid against a refresh bid solicitation in a given period, the Bidder's access to the Data Collection Component will be locked for the following period or until the evaluations are completed.

Part 2 – Supplier Instructions, 4. Submission of Bids

4. Submission of Bids

While Bidders normally have the option to submit their bid to Canada in writing directly, by mail, or by other means, due to the unique nature of this refresh bid solicitation, bids must be submitted only in the manner detailed in Part 3 – Bid Preparation Instructions.

The refresh bid solicitation has established periods (also known as “quarters”), which close at 2:00 pm on the end date for each period. A Table indicating the refresh schedule is provided in Part 3 – Bid Preparation Instructions.

Each period automatically closes in the Data Collection Component, i.e. data cannot be submitted against a “closed” period. Data submitted through the Data Collection Component will be automatically assigned to the next available “open” period. Evaluations of a “closed” period will be initiated through a report generated through an Evaluation Component, which moves data from the Data Collection Component into evaluations. Only those Suppliers who have submitted data by the closing date and time of a period, will be evaluated.

When submitting a bid against this refresh bid solicitation in a given period, the Bidder's access to the Data Collection Component will be locked for the following period or until the evaluations are completed. Supply Arrangements issued or amended (i.e. the results of the evaluations) are moved into the Centralized Professional Services System (CPSS) ePortal, Search Module, which is used by Federal Departments. For example:

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P1: anytime within the period of 1 April through 30 June, a Supplier can submit a bid
P2: for the period from 1 July through 30 September, evaluations of P1 bids are processed
P3: in October, the results of P1 are posted in the Search Module of the Centralized Professional Services System (CPSS) ePortal for the use by Federal Government Departments. P1 Bidder can now access their data in the Data Collection Component.

When locked from accessing the Data Collection Component, an Existing Supplier's data already in the CPSS ePortal, Search Module remains accessible by Federal Government Departments using the Search Module, i.e. the Existing Supplier will continue to appear in search results.

Q93. With regard to requirement M.2, would the Crown accept 1 project reference to be used against more than two categories?

A93. Yes, a single project can be used to substantiate multiple categories. However, the single project needs to be entered against each category you wish to offer substantiation for.

Q94. We were recently approved as TBIPS supplier. We also have reliability security clearance. We will be completing application as per last column in E60ZT-120001/E Page 14 of Submission Grid. Please confirm that last column is OK while submitting the response.

A94. Please note that the Submission Grid on Page 14 has been modified in Amendment 001.

Yes, the last column of the modified Submission Grid is for bidders that are existing TBIPS suppliers and that want to add the additional categories deemed compliant by TBIPS to their ProServices submission.

Q95. Can a former federal public servant in receipt of a pension who has obtained contracts as a "casual" (i.e., annual maximum of 90 days) use that experience as a reference in the ProServices process?

A95. No, a former public servant in receipt of a pension who obtained a contract as casual cannot use that experience as reference substantiation.

Please also refer to question 55 in Amendment 003.

Q96. If I understand correctly, if we want to make use of our grandfathering, without changing or adding additional categories, for solicitation E60ZT-120001/D, to which we never responded, we do not have to have anything done or submit anything to be and remain an authorized supplier in ProServices. Is this correct?

A96. Please refer to the modified Submission Grid in Amendment 001, Item 2. Modify Submission Grid under Part 3 – Bid Preparation Instructions, to see which type of bidders can make use of the Grandfather certification.

No grandfathering of Professional Services Online (PS-Online) suppliers occurred when ProServices was launched in February 2014. Suppliers that were previously under the Professional Services Online (PS-Online) cannot make use of the Grandfather certification. Please also refer to question 34 in Amendment 002.

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Q97. Am I correct in my understanding that I do not have to provide any details (resume, details of work done, etc) with respect to the work completed for each of the references provided under substantiation, and that it is only necessary to fill in electronically the Client, contact name, position, telephone, e-mail (second e-mail) and contract number.

Also, am I to use the bid return document for E60ZT-120001/E that shows closing date of 2015-01-11 for the refresh closing on 2014-09-30?

A97. Your understanding is correct. Bidders do not submit résumés or project summaries for Reference Substantiation. Bidders that are new or that are existing and that are not relying solely on grandfathering, must input data into the fields listed on the Category – Substantiation page within the Data Collection Component (DCC) of the Centralized Professional Services System (CPSS) ePortal.

Please refer to M.3 References Substantiation under Attachment A of the ProServices Request for Supply Arrangement (RFSA). Please also refer to item 1. Modify Attachment “A” ProServices Supply Arrangement Technical Evaluation in Amendments 001 and 003.

Please also refer to question 85 in Amendment 007.

When submitting a bid against any of the established refresh periods as detailed in the table under Part 3 – Bid Preparation Instructions of the ProServices Request for Supply Arrangement (RFSA), bidders are to use the forms (e.g. Bidder’s Statement under Attachment B and Certification under Attachment C, etc) within the ProServices solicitation number E60ZT-120001/E. Although the ProServices solicitation E60ZT-120001/E closes February 11, 2015, it is that solicitation document that contains the document that covers all of ProServices’ four quarterly refreshes. Please refer to the quarterly refresh schedule on page 11 of the ProServices RFSA for the closing dates and times of each of our quarterly refreshes.

Q98. If we have a company in joint venture under Appendix B, do we have to put the legal name of the joint venture created by OSME? Is it the same for the Aboriginal section (Name of Bidder)?

A98. Yes, bidders must input the Legal Name of the Joint Venture (JV) into the ProServices Bidder’s Statement found under Attachment B as well as within the Aboriginal Business Certification contained in the ProServices Certifications found under Attachment C.

Q99. Would it be possible to indicate whether we should include a copy of our Designated Organizational Screening (security certificate) in the hard copy submission? Or should we simply enter this information in the Data Collection Component, without providing the supporting document?

A99. As per the information below Section 3 – Certification of the ProServices Submission Grid, bidders must input the Security certification in Data Collection Component (DCC). Supporting document is not required in the hard copy submission.

Please refer to the modified Submission Grid in Amendment 001, Item 2. Modify Submission Grid under Part 3 – Bid Preparation Instructions.