

**Title: Supply Arrangements for Technical Services**

**A. AMENDMENT TO THE REQUEST FOR SUPPLY ARRANGEMENT (RFSA)**

1. In the RFSA Section 1: (ii) Data Sheet, Definition (r), 7.3 **REPLACE** the RFSA Closing Date **WITH**:

“The RFSA Closing Date is **11-18-2014** at 14:00hrs, Eastern Standard/Eastern Daylight Saving Time (EST/EDT).”

2. In the RFSA Section 5: Evaluation Criteria, Sub-criterion R 3.1, **ADD** the word “sectoral” to the first paragraph as follows:

“Using form TECH-4B, the Bidder should describe three (3) different Technical Services assignments in the last fifteen (15) years to demonstrate the Proposed Individual’s **sectoral** experience and capability to perform at least two (2) out of the five (5) following types of services as described in paragraph 3.3 *General Description of Activities of Part I, Section 4: Generic Terms of Reference.*”

**B. QUESTIONS AND ANSWERS**

**Question 1:**

We would like to request an extension to the bid closing date

**Answer 1:**

Please see amendment 1 above of this Addendum 4.

**Question 2:**

Can we include in our proposal consultants who are not Canadians, nor Permanent Residents?

**Answer 2:**

Yes.

**Question 3:**

Can individuals included in our consulting firm proposal, also put in an individual proposal separately?

**Answer 3:**

As indicated in Section 1(i) Instructions to Bidders, paragraph 4.3, an individual may participate in more than one proposal, but only if each proposal is for distinct sectors.

**Question 4:**

I would like to request clarification on Form Tech 4A (CV). It is requested to indicate "Country(ies) of focus of assignment, if so, indicate work period in the country". Does this wording take into account experience acquired through technical service contracts (in Canada) for DFATD's geographic programs, whereby the missions in the countries of focus occur on average twice a year and do not exceed 15 days (i.e. less than 50% of the level of effort)? Can the total number of days worked for the program (in Canada and in the country of focus) not be counted?

**Answer 4:**

In FORM TECH 4A, in the box "**Level of effort: Indicate number of months, or number of days if not full time**", Bidders should indicate the individual's total level of effort for the assignment, including work in the country of focus, if any. Under "**Country (ies) of focus of assignment: If so, indicate work period in the country**". Bidders should indicate the individual's specific level of effort worked in-country, in the country of focus for that assignment. This will assist in evaluating Sub-criterion R 2.3.

**Question 5:**

I have already completed my proposal using the original 4-page limit for Tech 4A. Am I required to adjust to the new limit of 6 pages?

**Answer 5:**

There is no requirement to use the full 6 pages if you are able to demonstrate the required experience and provide the requested information within the original limit of 4 pages.

**Question 6:**

On p. 56 of the RFSA, English version, it is mentioned: "5.3.4.2 DFATD will request that SA Holder(s) submit a detailed technical and a financial proposal for any Qualified Individual(s) it deems best suited to the requirement"

In such a case, does a SA Holder need to submit only the Qualified Individuals under its SA, or can it subcontract other Qualified Individuals in order to form a complete team?

**Answer 6:**

Please see Addenda 1, Question & Answer 4, as well as paragraph 5.6 in Section 2: ITB SA RFP.

**C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**