



RETURN BIDS TO : - RETOURNER LES SOUMISSION À:

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).
Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)

Blank lines for bidder information

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder - Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)

Telephone No. - No de téléphone

Fax No. - No de télécopieur

E-mail address - Adresse de courriel

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Form containing fields: Title - Sujet, Solicitation No., Date, Amendment No., Solicitation closes, Time zone, Contracting Authority, Telephone No., Fax No., Destination, and a security requirement notice.



## SOLICITATION AMENDMENT # 003

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP.

### 1. QUESTIONS AND ANSWERS

**Q23.** Amendment 1: Q5/A5 and Amendment 2: Q15/A15 state:

“Q5. If a vendor does not store Protected B level information on miniature electronic storage devices (Annex A-2), given the relevant security issues, can the CRA confirm that the Bidder will be found to be compliant with the mandatory data destruction requirements relating to miniature electronic storage devices?”

**A5. The CRA will not be assessing this requirement during the evaluation period. The vendor will be required to follow the requirements related to physical paper destruction as outlined in the Statement of Work (Annex A-2) for the duration of the contract period under any resulting contract.”**

AND

“Q15. Within the list of mandatory requirements, our firm occasionally has processes that render a requirement non applicable (i.e. Protected B level information is not stored on miniature electronic storage devices). If the CRA judges these requirements to be non-applicable, can you confirm that in those circumstances, the requirement will be marked as ‘met’?”

**A15. Yes. However, the vendor must still provide adequate explanation on why the requirement is not applicable or how the associated security risks are to be mitigated. The Bidder needs to provide sufficient detail in order for CRA to determine whether the Bidder meets CRA’s requirement or not.**

**As per section 2.1 (Mandatory Requirements), all mandatory requirements must be met. In the example provided in the question, the bidder must identify how they manage the lifecycle of miniature electronic storage devices to ensure sensitive information is protected.”**

Can the CRA clarify:

- a) Which requirements in the Statement of Work and its Annexes will be assessed? (If the answer to a) is ‘all’, please also clarify your responses to Amendment 1: Q4 and Q6.)
- b) Whether vendors simply need to adequately explain why certain requirements are not applicable, or whether vendors must *also* outline their internal processes, bearing in mind that they may not exist or may not be compliant given that the requirement does not apply?
- c) Whether a vendor with an internal security policy that prohibits employees from placing sensitive information on miniature electronic storage devices would be found to be compliant with the destruction requirements for those devices?

**A23.**

- a) The CRA will be assessing all requirements outlined in the Mandatory Criteria of the Request for Proposal (RFP). Please note that the annexes that will be assessed (Annex A-1 and Annex A-3) are clearly indicated in this section.
- b) As indicated above, the CRA will only be assessing requirements that are outlined in the Mandatory Criteria of the Request for Proposal (RFP).
- c) As indicated above, the CRA will only be assessing requirements that are outlined in the Mandatory Criteria of the Request for Proposal (RFP).

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**