

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

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
Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Title - Sujet ACLS Instructor	
Solicitation No. - N° de l'invitation W0113-14CS28/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client W0113-14CS28	Date 2015-01-28
GETS Reference No. - N° de référence de SEAG PW-\$TOR-024-6717	
File No. - N° de dossier TOR-4-37108 (024)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-06	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Brewster, Shannon	
Buyer Id - Id de l'acheteur tor024	
Telephone No. - N° de téléphone (905) 615-2028 ()	FAX No. - N° de FAX (905) 615-2060
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Solicitation No. - N° de l'invitation

W0113-14CS28/A

Amd. No. - N° de la modif.

003

Buyer ID - Id de l'acheteur

tor024

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

W0113-14CS28

File No. - N° du dossier

TOR-4-37108

CCC No./N° CCC - FMS No/ N° VME

SEE ATTACHED DOCUMENT (2 PAGE)

SOLICITATION AMENDMENT No. 003

This solicitation amendment No. 003 is raised to:

- 1) publish questions and answers that have been received in relation to this solicitation; and
- 2) amend the solicitation.

- 1) The following Questions and Answers have been provided:

QUESTION 1:

"The solicitation states the contract is for an "ACLS Instructor". Are you looking for 1 ACLS instructor or a team of instructors?"

ANSWER 1:

Under the Heart & Stroke Foundation of Canada's course criteria, in order to meet the ratio 1-6 we are looking for a minimum of 4 Instructors. Changes have been made to the solicitation to reflect the minimum of 4 instructors.

QUESTION 2:

"If you are looking for a team of instructors must I submit each instructor's name & their resume?"

ANSWER 2:

All proposed resources must be identified and meet the mandatory criteria under Annex C which includes submitting a resume.

QUESTION 3:

"Why is Annex B, pg 25, requesting a per diem rate for 5 days?"

ANSWER 3:

Annex B is asking for a per diem rate which is a daily rate. The estimated number of working days provided in Annex B is an estimate.

QUESTION 4:

"I would like to request an extension of the deadline for this contract proposal."

ANSWER 4:

An extension has been granted under Solicitation Amendment #002, however another extension will be granted due to the changes in the solicitation.

- 2a) At Page 1, under Solicitation Closes

Delete: 2015-01-30

Insert: 2015-02-06

- 2b) At **Part 4 – Evaluation Procedures and Basis of Selection**, of the solicitation,

Delete: Part 4 - Evaluation Procedures and Basis of Selection, in its entirety, and

Insert: Part 4 – Evaluation Procedures and Basis of Selection (Revision 1); attached

2c) At **Part 6 – Resulting Contract Clauses**, Article 6.2, of the solicitation “**Statement of Work**”,

Delete: Article 6.2, in its entirety, and

Insert: The Contractor must provide qualified Advanced Cardiac Life Support (ACLS) Instructors, on an-as-and-when requested basis, who will deliver an ACLS Course as per the Heart and Strokes Foundation of Canada, which conforms in content, to the Physician Assistant (PA) Program Training Plan for Enabling Objective (EO) 012.19 - Provide Advanced Cardiac Life Support. These resources will also review and produce exam questions as well as track the students' performance, communicate progress to the Course Director, be proactive in addressing learning difficulties, maintain and safeguard student records, in accordance with the Statement of Work at Annex “A”.

2d) At **Part 6 – Resulting Contract Clauses**, Article 6.14, of the solicitation “**Specific Person**”,

Delete: Article 6.14, in its entirety, and

Insert: **Specific Person(s)**

The Contractor must provide the services of the following person(s) to perform the Work as stated in the Contract: *(insert name(s) of person(s). (To be filled in at contract award and as designated by the Bidder)*

Instructor 1: _____

Instructor 2: _____

Instructor 3: _____

Instructor 4: _____

2e) At **Annex A – Statement of Work**, Article 4, of the solicitation “**Objective**”,

Delete: Article 4, in its entirety, and

Insert: The Contractor must provide a minimum of four (4) Advance Cardiac Life Support Instructors who will deliver an ACLS Course as per the Heart and Strokes Foundation of Canada, which conforms in content, to the PA Program Training Plan for Enabling Objective (EO) 012.19 - Provide Advanced Cardiac Life Support. These resources will also review and produce exam questions as well as track the students' performance, communicate progress to the Course Director, be proactive in addressing learning difficulties, maintain and safeguard student records and provide those same records to the Course Director on contract completion.

2e) At **Annex C – Bid Evaluation Criteria**, of the solicitation,

Delete: Article C - Bid Evaluation Criteria, in its entirety, and

Insert: Annex C – Bid Evaluation Criteria (Revision 1); attached

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION (Revision 1)

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.2 Technical Evaluation

(a) Mandatory Technical Criteria

- (i) A minimum of four (4) resources must be proposed.
- (ii) Each proposed resource must meet the mandatory criteria in Annex C - Bid Evaluation Criteria, in order for the bid to be considered compliant.

4.3 Financial Evaluation

(a) Evaluation of Price – Aggregate

- (i) The Bidder must complete and submit with its bid, pricing in accordance with Annex B - Basis of Payment.
- (ii) The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded FOB destination, Canadian customs duties and excise taxes included.
- (iii) The price will be evaluated in accordance with Annex B - Basis of Payment. The evaluated price will be the Total Estimated Cost for the entire requirement which will be calculated using the sum of the total cost for the Initial Contract Period and Options.

4.4 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the 'lowest evaluated price on an aggregated basis' will be recommended for award of a contract.

ANNEX C - BID EVALUATION CRITERIA (Revision 1)

Technical proposals will be evaluated in accordance with the following evaluation criteria (Mandatory Requirements).

For the proposed resource, an up-to-date resume must be included.

Description Guide:

Certified Copy: is a photocopy that must be notarized/certified by one of the following professionals: Notary Public, Lawyer, Commissioner of Oaths, Designated official at a Canadian Embassy or Consulate, Medical Doctor or Dentist currently licensed in Canada, Police officer, municipal, provincial, or federal (RCMP), Canadian Judge, Magistrate or Mayor, Professional accountant who is a member of APA, CA, CGA, CMA, PA or RPA), Member of Parliament (MP); Member of Provincial Parliament (MPP) (Ontario); Member of National Assembly (MNA) (Quebec); Member of House of Assembly (MHA) (Newfoundland and Labrador); Member of the Legislative Assembly (MLA) (all other provinces and territories). The name and title of the professional must appear on the copy along with their signature.

Current: any certification(s) that indicates expiration dates, the expiration date must extend to February 28, 2015.

Personnel Qualification Requirements

1.0 Mandatory Resource Evaluation Criteria:

1.1 Advanced Cardiac Life Support Instructor

#	Mandatory Criteria	Bidder's Response Demonstrated Experience (Bidders to insert page # of resume)
M1	The Bidder must demonstrate that each proposed resource has a Current certificate* for Advanced Cardiac Life Support (ACLS). <i>*Must provide a Certified Copy of your certification with the proposal.</i>	
M2	The Bidder must demonstrate that each proposed resource has experience teaching a minimum of two (2) Advance Cardiac Life Support (ACLS) courses, within the last two (2) years.	