

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 0B2 / Noyau 0B2
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
Services Procurement-Instruments Management
Division/Approvisionnement de services-Gestion des
instruments
11 Laurier St. / 11, rue Laurier
11C1, Place du Portage III
Gatineau
Quebec
K1A 0S5

Title - Sujet PASS Renewal 2015	
Solicitation No. - N° de l'invitation E60ZQ-140002/B	Date 2015-01-30
Client Reference No. - N° de référence du client E60ZQ-140002	Amendment No. - N° modif. 002
File No. - N° de dossier 006zq.E60ZQ-140002	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$ZQ-006-28304	
Date of Original Request for Supply Arrangement 2014-12-30 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-24	Time Zone Fuseau horaire Eastern Standard Time EST
Address Enquiries to: - Adresser toutes questions à: de Leon, Philip	Buyer Id - Id de l'acheteur 006zq
Telephone No. - N° de téléphone (819) 956-6489 ()	FAX No. - N° de FAX (819) 997-2229
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: VARIOUS	
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		

This Amendment 002 is raised to:

- respond to outstanding questions from Questions and Answers - Set 1 and newly submitted questions;
- correct errors in the PASS SA Authority e-mail address identified in the original solicitation and A001;
- and
- amend the solicitation accordingly.

Questions and Answers - Set 1

Q11	For MT2, can the Crown please confirm that resources do not need to include name, phone, e-mail of client reference for projects demonstrating how a resource meets the minimum mandatory requirements? As experience has been gained over a number of years and through various projects, including a client reference can be complicated given the number of projects and staff turnover in client organizations within the last 8 years (as would be required for Partner). Client references will already be provided for each of the firm related project summaries being submitted to address criteria MT1
A11	For Corporate (MT1 and RT1a) and Resource (MT2) level references, Suppliers should provide the position (e.g. Director) and the work unit (e.g. Division, Directorate) within the client organization to whom the services were delivered as a minimum. The name, phone, and email of references should also be provided in the arrangement if the information is current (e.g. on-going project or client contact information is still accurate).
Q12	MT2 requires the Supplier to provide a minimum of five named internal resources meeting the Stream minimum requirements listed in Annex A, Statement of Requirements. We note that Annex A for Streams 1,3, 4, 5, 6 and 8 - contains the following three levels of Auditors: (1) Senior Auditor, (2) Auditor and (3) Junior Auditor; however, MT2 requires the submission of three resources at the Senior Auditor and Auditor Levels. We respectfully request clarification as to whether the terminology of "Auditor" levels includes either Auditor or Junior Auditor resource categories.
A12	For MT2, the term "Auditor" references only the Auditor level of resource and not the Junior Auditor level.
Q13	On pages 46/47 of the RFP we have noted that the requirements for educational/professional qualifications have been revised to allow individuals with any of the following designations to qualify to work under work PASS stream 3 : CPA, CA, CMA, CGA, CIA, CGAP CISA, CISM, CISSP. Previously this requirement was that individuals at the the Partner/Managing Director, Project Manager/Leader, Senior Auditor level should have either an accounting designation (CA/CMA/CGA) or relevant college/university degree AND a CISA/CISM/CISSP. Given PASS stream 3 is focused on delivery of work related to Information Technology and Systems audits we request that the Crown consider revising the educational/professional qualifications to at a minimum require the CISA/CISM/CISSP designations to qualify for work under stream 3 at the Partner/Managing Director, Project Manager/Leader and Senior Auditor levels.
A13	The Crown wishes to be as inclusive as possible at the RFSA stage. Departments are able to

	further refine/specify requirements at the RFP stage.
Q14	As per MT1, the Crown requires that four (4) completed projects within the past five (5) years from the solicitation closing date, valued at more than \$40,000.00 be provided for Stream 8 (Recipient/Contribution Audits). Based on our experience with multiple departments and agencies in the federal government in the past five (5) years, it is very rare that a recipient/contribution agreement audit will exceed \$40,000.00. Would the Crown consider reducing the dollar threshold for Workstream 8 to the same level as Workstream 6 (i.e. \$20,000 or more per project) or \$25,000 or more).
A14	Based on the available data, the average value of contracts issued under Stream 8 is above the stipulated \$40,000 threshold, as such, the requirement remains unchanged.
Q18	For Stream 7, are five (5) corporate profiles still required even though Auditors and Junior Auditors are not required for the stream? Do we need to submit 1 Partner, 1 Project Leader, and 3 Senior Auditors to meet the requirements for MT2?
A18	Since Auditor and Junior Auditor level resources are not required for Stream 7 (and similarly for Stream 2), firms are required to submit 1 Partner, 1 Project Leader, and 3 Senior Auditors to meet the requirements for MT2.

Questions and Answers - Set 2

Q21	Due to the busy time of year where we have significant delivery commitments under the existing PASS supply arrangement, as well as the level of effort required to produce a quality submission for 8 Streams, we would like to request a four-week extension to the deadline.
A21	An extension to the solicitation closing date is granted. The new closing date will be February 24, 2015.
Q22	<p>The current Education/Professional Qualifications listed as part of the PASS Renewal (February 2015) for Partner/Managing Director, Project Manager/Leader, and Senior Auditor under Stream 3 (Information Technology and Systems Audits) are as follows:</p> <ul style="list-style-type: none"> Professional Designation in any one of the following: CPA, CA, CMA, CGA, CIA CGAP, CISA, CISM or CISSP <p>The last RFP we have on file dates back to June 18, 2012. The Education/Professional Qualifications (i.e., PASS Refresh – June 2012) for the same levels were as follows:</p> <ul style="list-style-type: none"> Professional Designation in any one of the following: CA, or CMA, or CGA, or CIA; OR a degree from a recognized university or college, relevant to the Stream AND CISA, or CISM, or CISSP. <p>It looks that the degree part was dropped for the above listed levels. It is still there for Auditor and Junior Auditor. We were wondering if this was done intentionally or it's just a mistake that you'll be correcting soon? Thank you.</p>

A22	This was intentional and the requirements are correct as stated in the solicitation document. No corrections to that requirements are made at this time and none are anticipated.
Q23	I have logged into the dashboard and attempting to access the "Mandatory Criteria" section of the response. Under each stream, it requires me to select one of three options after which it says that a "view categories" selection should come up after I have selected and saved each response. I have made a selection under each stream, clicked save and the refreshed page does not give me any different information. Am I missing something else that I'm supposed to complete?
A23	See the response provided to Q7 of Question and Answers - Set 1 and the associated changes made in Solicitation Amendment 001.
Q24	Would it be possible to tell me if the information concerning completed projects by the team is only required to be presented in the hard copy version of the submission? I am unable to see anywhere in the CPSS electronic portal to provide this information.
A24	See the response provided to Q7 of Question and Answers - Set 1 and the associated changes made in Solicitation Amendment 001.
Q25	1.2.3 contradicts 1.5.5. For clarity, could you please confirm whether or not an existing supplier needs to respond and if they do not respond can they continue to supply services to the Crown?
A25	Clause 1.2.3 explicitly identifies this solicitation as a "Renewal solicitation" (further defined in Clause 1.5.6), while Clause 1.5.5 provides the definition of a "Refresh solicitation"; Therefore, the two clauses do not contradict one another. An existing SA Holder needs to respond and if they do not respond, they will not be permitted to supply services to the Crown under the PASS SA.
Q26	We require more time to confirm projects to ensure we reference the best. Could we possible have an extension to March 1, 2015?
A26	See the response to Q21.
Q27	We just received the link to this RFP. Were there any previous Q&As submitted against this RFSA?
A27	All questions and answers that have been issued for this RFSA are available on buyandsell.gc.ca .
Q28	We saw that PWGSC published a new tender opportunity regarding PASS i.e. E60ZQ-140002/B. a) If we cannot complete all the documents and obtain all the necessary certifications on time for February 10, 2015, will PWGSC publish a similar tender opportunity again later this year?

Solicitation No. - N° de l'invitation
E60ZQ-140002/B
Client Ref. No. - N° de réf. du client
E60ZQ-140002

Amd. No. - N° de la modif.
002
File No. - N° du dossier
006zqE60ZQ-140002

Buyer ID - Id de l'acheteur
006zq
CCC No./N° CCC - FMS No/ N° VME

	b) It is our understanding that by becoming a pre-qualified supplier, we will have access to tender opportunities that we cannot now see on MERX or on buyandsell.gc.ca, because we are not pre-qualified. Is this indeed the case?
A28	<p>a) If your organization is unable to complete all of the documents by the solicitation closing date and time (NOTE: the solicitation closing date has been extended - see response to Q21), in accordance with Clause 6A.8, <i>Ongoing Opportunity for Qualification</i>, a notice will be posted that will provide new suppliers the opportunity to qualify throughout the SA period.</p> <p>b) PASS SA Holders may be invited to submit a proposal to provide services to the Government of Canada depending on the specific characteristics of the requirement being competed at the Request for Proposal stage (e.g. what Stream, required security clearance, etc.)</p>
Q29	<p>The CPSS link was not working for this solicitation until recently. As such, we are requesting that an extension be provided to the February 10th closing date for this renewal.</p> <p>Furthermore, in reviewing Q&A published this morning, we understand that current PASS SA Holders need to resubmit proposals for all streams they currently hold. This is important and was not clear in the Original proposal – this further emphasizes the need to obtain an extension on the closing date, until February 27th at the earliest.</p>
A29	See the response to Q21.
Q30	We have sent in questions that have not yet been responded to. We are concerned that some of the answers will create changes thus not allowing for enough time to complete our submission. Would you consider an extension to allow us the time to review the Questions & Answers once they are sent to us?
A30	See the response to Q21.
Q31	What is the limit of number of companies that can form a J.V. We are three companies who wish to form a J.V. for this RFSA. Is this acceptable?
A31	As per Section 16 of SACC Clause 2008, <i>Standard Instructions - Request for Supply Arrangements - Goods or Services</i> , which is referenced to form part of the RFSA, the definition of a Joint Venture reads in part : "... an association of two or more parties...". Please ensure that this Section and any other instructions or requirements pertaining to Joint Ventures in the RFSA are followed and met.
Q32	Referencing 4.4.4 Regarding Security Clearance. We hold a Secret Clearance and we are submitting our response with two other companies therefore forming a J.V. submission of three companies. The two other firms do not have Security Clearance. Will PASS sponsor the clearance as did ProServices and TBIPS? 4.3.3 contradicts 4.4.4. (I believe it should have been 4.3.4.)
A32	If the Joint Venture (JV) that will submit an arrangement for PASS is identical to the one that submitted responses to ProServices and TBIPS (e.g. same members and same Procurement Business Number) and a security sponsorship has already been initiated for that JV under those Methods of Supply, a sponsorship under PASS is not required (and initiating a new

	<p>sponsorship may in fact slow down the clearance process). However, the requirement that <i>each</i> member of a JV Supplier must satisfy the requirements described in the resulting SA Article entitled, Security Requirement, prior to SA award must still be met. Subsection 4.4.4 of Clause 4.3 does not contradict 4.3.3 but should be numbered 4.3.4.</p>
Q33	<p>Referencing 2.5 - Will all answers to all of the questions be submitted to everyone who is asking the questions? I want to ensure confidentiality of my identity in face of the other firms. Also, when will we receive answers to our questions given we have requested an extension?</p>
A33	<p>All questions and answers will be distributed as amendments to the solicitation via buyandsell.gc.ca. The identity of the supplier submitting the question will not be disclosed; As per Clause 2.5: <i>"Canada may edit the question(s) or may request that suppliers do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all suppliers."</i></p> <p>See the response to Q21 regarding an extension.</p>
Q34	<p>For Stream 1 (Internal Audit), would the Crown please confirm that the Crown will accept the Certification in Risk Management Assurance (CRMA) designation from the Institute of Internal Auditors (IIA) for the Partner, Project Leader and Senior Auditor mandatory education requirements given its direct relevance to the Stream?</p> <p>The CRMA is focused on internal audit and specifically on how to provide assurance on core business processes in risk management and governance; educate management and the audit committee on risk and risk management concepts; focus on strategic organizational risks; and add value for the organization. All these focus areas align directly to the Policy on Internal Audit.</p> <p>The CRMA examination process includes key components of the CIA program (includes aspects of the International Standards for the Professional Practice of Internal Auditing, responsibilities of the internal audit activity, independence and objectivity, governance concepts, risk identification and management, management controls, and audit planning) as well as governance aspects and principles of risk management assurance, in addition to appropriate assurance and consulting roles for internal audit professionals.</p> <p>In particular, the CRMA is specific to risk and assurance, aligning with the range of internal audits performed by the Government of Canada under PASS Stream 1 (operational, compliance, management controls, value-for-money and assurance audits across functional and programmatic areas) and other Stream 1 internal audit activities, such as the development of audit and assurance methodologies, formal risk analyses and control self-assessments.</p> <p>The CRMA examination process tests responsibilities of the internal audit activity, independence and objectivity, governance concepts, risk identification and management, management controls, audit planning, principles of risk management assurance and appropriate assurance and consulting roles for internal audit professionals.</p>

	Given the direct relevance of the CRMA, it seems unclear from examining the certifications recognized on the PASS RFSA why the CRMA is not listed.
A34	Response to be provided in a future amendment.
Q35	As the recent Q&A indicated that an additional amendment with answers to questions will be posted shortly, and this proposal is due on February 10, we would like to kindly request a one week extension to the posted deadline, allowing bidders time to cross-reference their bid with or clarify any changes to the bid request.
A35	See the response to Q21.
Q36	Please confirm that resumes are not required.
A36	Sufficient information to demonstrate that the supplier meets all of the mandatory requirements of the RFSA (including the mandatory technical criteria and the minimum score required for the point rated criteria) is all that is required. There is no mandatory format in which the supplier must submit that information, however, the less structured the format, the more difficult it will be for evaluators to confirm that a requirement has been demonstrated.
Q37	Our response is impacted by the responses to questions that we submitted. Based on amendment #1, there are a lot of questions that have been identified as being addressed in a future amendment. Will the Crown please confirm that they will also be providing up to a three week extension when responses to the questions are provided?
A37	All outstanding responses from Question and Answers - Set 1 have been provided in this amendment. As for an extension, see the response provided to Q21.
Q38	For Annex A 2.4, if a project started before February 10, 2011 but was completed within the past 4 years, can it be counted as one of the forensic audit projects for our resource(s)?
A38	Response to be provided in a future amendment.
Q39	Are time frames allowed to overlap for the projects used in MT1, RT1a and RT1b?
A39	Response to be provided in a future amendment.
Q40	As I perceive to understand PASS is looking to award this particular vehicle to true accounting and audit firms or firms who have internal resources who offer these services as indicated in Streams 1 to 8. How will the Crown determine that the resources submitted by bidder's comply with the requirement to have internal resources therefore employees of the firm or Joint Venture? When you refer to internal resources can they be consultants who work for the bidder on contract? Please provide clarification as it is not clear. We are requesting an extension given the additional amendment referred to in Amendment one is not yet available. Thank-you.
A40	Response to be provided in a future amendment.

Q41	For the PASS Renewal 2015 One of the mandatory technical requirements for Stream 5 – External Audits is that the Supplier must submit four completed projects within the past five years from the solicitation closing date, valued at more than \$40,000 for the relevant Stream. Are the projects required to be individually valued at more than \$40,000 or does the value of the four completed projects combined have to be more than \$40,000?
A41	Response to be provided in a future amendment.
Q42	Please confirm that the requirement for individuals at various levels to hold a “CPA” designation is the Canadian CPA designation.
A42	Response to be provided in a future amendment.

The solicitation is amended as follows:

At Page 1, Solicitation Closes - L'invitation prend fin,

DELETE: 2015-02-10

INSERT: 2015-02-24

At Clause 6A.3.2, Supply Arrangement Reporting,

DELETE: Subsection a) in its entirety.

INSERT: Revised Subsection a) as follows:

- a) The Supplier must provide a Quarterly Usage Report (QUR) to the Supply Arrangement Authority on a quarterly basis. These submissions must be made by completing and forwarding an electronic copy of the QUR (in Excel format) to the Supply Arrangement Authority.

At Clause 6A.5.1, Supply Arrangement Authority,

DELETE: SPSVAAauthorite.PASSSAAauthority@tpsgc-pwgsc.gc.ca

INSERT: SPSVAAauthorite.PASSSAAauthority@tpsgc-pwgsc.gc.ca

At Annex B, Generic Security Requirements Check Lists,

DELETE: SPSVAAauthorite.PASSSAAauthority@tpsgc-pwgsc.gc.ca

INSERT: SPSVAAauthorite.PASSSAAauthority@tpsgc-pwgsc.gc.ca

At Question & Answers - Set 1, A9,

DELETE: SPSVAAauthorite.PASSSAAauthority@pwgsc-tpsgc.gc.ca

INSERT: SPSVAAauthorite.PASSSAAauthority@tpsgc-pwgsc.gc.ca

All other terms and conditions remain the same and shall apply.