

**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, Québec 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**

Training and Specialized Services Division/Division de  
la formation et des services spécialisés  
11 Laurier St. / 11, rue Laurier  
10C1, Place du Portage  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> LEARNING SERVICES	
<b>Solicitation No. - N° de l'invitation</b> E60ZH-070003/H	<b>Date</b> 2015-02-16
<b>Client Reference No. - N° de référence du client</b> E60ZH-070003	<b>Amendment No. - N° modif.</b> 004
<b>File No. - N° de dossier</b> 121zh.E60ZH-070003	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$Z\$H-121-28308	
<b>Date of Original Request for Supply Arrangement</b> 2015-01-06 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-07-13</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Deslauriers, Jean-Sébastien	<b>Buyer Id - Id de l'acheteur</b> 121zh
<b>Telephone No. - N° de téléphone</b> (819) 934-1423 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See Herein	
<b>Security - Sécurité</b> 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**

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

Solicitation No. - N° de l'invitation

E60ZH-070003/H

Amd. No. - N° de la modif.

004

Buyer ID - Id de l'acheteur

121zh

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

E60ZH-070003

File No. - N° du dossier

121zhE60ZH-070003

CCC No./N° CCC - FMS No/ N° VME

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**See attached document.**

**This Amendment 004 is raised to answer questions and amend the solicitation.**

**At PART 2 - SUPPLIER INSTRUCTIONS**

**Delete:**

**1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in this solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgcpwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the solicitation and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The Standard Instructions - Competitive Requirements - Request for Supply Arrangements are incorporated in Attachment H and form part of this solicitation.

**Replace with:**

**1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in this solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgcpwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the solicitation and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The Standard Instructions - Competitive Requirements - Request for Supply Arrangements are incorporated in **Attachment E** and form part of this solicitation.

**At PART 5 – CERTIFICATIONS**

**Delete:**

**1.1 Integrity Provisions - Associated Information**

By submitting an arrangement, the Supplier certifies that the Supplier and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Arrangement of Standard Instructions (Attachment H). The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

**Replace with:**

**1.1 Integrity Provisions - Associated Information**

By submitting an arrangement, the Supplier certifies that the Supplier and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Arrangement of Standard Instructions (**Attachment E**). The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

**Question 4.**

We have not previously responded to any RFSA for government services, yet we do have many government organizations and agencies as current clients (including PWGS). We have an existing PBN number. My question is, in responding to this RFSA, are we considered a *New Learning Services Provider* or an *Existing Learning Services Provider* (re: page 13 grid)?

**Answer 4.**

If you currently do not have a Supply Arrangement under the Learning Services method of supply you would be considered a New Learning Services Provider.

**Question 5.**

As a U.S. Supplier, what must we supply to comply with 6A #2. I do not believe we have a DOS and I don't know how to respond to it.

**Answer 5.**

Suppliers who do not have DOS Reliability are encouraged to contact Learning Services to request sponsorship through CISD at anytime. Security clearance is not required in order to complete and submit a response to the RFSA, however clearance must be obtained before award and issuance of a Supply Arrangement.

**Question 6.**

Part 4 number 5 speaks of a letter of insurance. We are a cloud-based, online learning library and would not be responding to any component of the RFSA requiring personnel. Do we need this letter?

**Answer 6.**

Yes, it is a condition of the Supply Arrangement that Supplier's must have insurance as per PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES, 15. Insurance

"The Supplier must forward to the Supply Arrangement Authority within ten (10) days after the date of award of the Supply Arrangement, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Supplier must, if requested by the Supply Arrangement Authority, forward to Canada a certified true copy of all applicable insurance policies."

**Question 7.**

Part 5 number 1.1 speaks to an "Arrangement of Standard Instructions (attachment H)". Attachment H is not included in the Table of Contents and I do not find it in the RFSA itself. Is this missing or should I disregard the reference?

**Answer 7.**

Attachment H should read Attachment E and has been amended within this document.

**Question 8.**

6B on page 54 gives the name of a template to be used and the link to find it. When I click on the link there is not template names "2T-HIGH1" and when I try to click on any template, it says it can't be found. When I typed the link into my browser it said that page could not be found. Please tell me how I can access this template. I am assuming this is the template we will need to respond to the RFSA.

**Answer 8.**

The link referenced in 6B refers to the template to be used by the Departments when issuing RFPs under the resulting Supply Arrangement.

The template that is required to submit a bid in response to the RFSA is a zip folder located below the Solicitation Documents under 'attachments'.

<https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZH-121-28308>

**Question 9.**

Will PWGSC please share with the bidding community the dollar values that have been issued through the Learning Services SA in the NCR region since the start of the 2013 fiscal year? We would also request that PWGSC provide a list of departments/agencies that have utilized the SA to procure services.

**Answer 9.**

The following report includes the usage based on all regions including NCR.

**Summary SA Usage report by Departments**

**Grand Total \$2,958,783.74**

**Canada Border Services Agency (CBSA) \$147,396.00**

Reporting Period Q1-Apr-June 13-14 \$0.00

Reporting Period Q4-Jan-March 13-14 \$147,396.00

**Communications Security Establishment \$275,171.95**

Reporting Period Q2-July-Sept 13-14 \$188,936.00

Reporting Period Q4-Jan-March 13-14 \$86,235.95

**Foreign Affairs and International Trade \$169,184.30**

Reporting Period Q1-Apr-June 13-14 \$14,250.00

Reporting Period Q2-July-Sept 13-14 \$154,934.30

**Human Resources and Skills Development Canada \$864,768.72**

Reporting Period Q2-July-Sept 13-14 \$621,000.00

Reporting Period Q3-Oct-Dec 13-14 \$60,490.33

Reporting Period Q4-Jan-March 13-14 \$183,278.39

**National Defence \$715,309.89**

Reporting Period Q3-Oct-Dec 13-14 \$313,568.06

Reporting Period Q4-Jan-March 13-14 \$401,741.83

**Public Safety Canada \$123,565.50**

Reporting Period Q4-Jan-March 13-14 \$123,565.50

**Public Works and Government Services Canada \$433,345.37**

Reporting Period Q2-July-Sept 13-14 \$361,600.00

Reporting Period Q4-Jan-March 13-14 \$71,745.37

**Veterans Affairs Canada \$230,042.01**

Reporting Period Q4-Jan-March 13-14 \$230,042.01

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME**