

**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**

**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**  
Informatics Professional Services - EL  
Division/Services professionnels en informatique -  
division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Informatics Professional Services	
<b>Solicitation No. - N° de l'invitation</b> EN869-150630/A	<b>Amendment No. - N° modif.</b> 008
<b>Client Reference No. - N° de référence du client</b> 20150630	<b>Date</b> 2015-05-29
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-632-28860	
<b>File No. - N° de dossier</b> 632el.EN869-150630	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-06-11</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Lapalme, Francis	<b>Buyer Id - Id de l'acheteur</b> 632el
<b>Telephone No. - N° de téléphone</b> (819) 956-5181 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5925
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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**SOLICITATION AMENDMENT No. 008**  
**RFP No. EN869-150630/A**

**The following is raised to provide clarification in response to a question received.**

**Q1** In A4 of Amendment 005 some clarification was provided on definition of 'minimum value' required to meet M1. Can the Crown kindly confirm that while minimum value is the amount specified in the limitation of expenditure, in order to meet the requirement of M1, a Bidder must provide evidence of having provided or currently providing services under the contract in the amount of \$5M or higher, to be consistent with the wording of the requirement in M1? In other words, having billed or having actually provided services at this value or higher against the contract? Otherwise a Bidder may feasibly be able to provide three contracts (or indeed Task Authorization contracts or Supply Arrangements) with a limitation of expenditure ceiling of \$5M or more stated on the contract but have never actually delivered the services, thereby not providing the Crown evidence of actually having fulfilled contracts of this volume. If the Crown does not confirm this then the M1 requirement does nothing but demonstrate a Bidder's ability to win contracts, not to actually deliver under them within feasible pricing structures.

**A1** *No. The contract value is defined as the amount specified in the limitation of expenditure, plus Applicable Taxes.*

*Please see the change brought to M1 of Streams 1 and 2 in the attached revised Attachment B - Bid Evaluation Criteria.*

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

## ATTACHMENT B – BID EVALUATION CRITERIA – revision 2

### 1.0 STREAM 1 – ERP DEVELOPMENT, SUPPORT AND MAINTENANCE

#### 1.1 CORPORATE MANDATORY REQUIREMENTS

Criteria	Mandatory Criteria	Bidder's response	
		Met Y/N	Demonstrated Experience (Bidders to insert data)
<b>M1</b>	<p>The Bidder must have been awarded at least three (3) Informatics professional services* contracts, two (2) of which were for a Government client**.</p> <p>To be accepted, each of these contracts must have:</p> <ol style="list-style-type: none"> <li>1. been awarded within the past five (5) years prior to the solicitation closing date; and</li> <li>2. a minimum value of \$5,000,000.00.</li> </ol> <p>The Bidder must submit for each contract:</p> <ol style="list-style-type: none"> <li>(1) A letter from its client (referencing a contract award date and a contract serial number or other unique contract identifier) that shows that the Bidder is providing or has provided such services under a contract with a minimum value of \$5,000,000.00; and</li> <li>(2) The name, telephone number and, if available, e-mail address of a contact person at the customer who received each invoices submitted under (1) above, so that Canada may verify any information provided by the Bidder.</li> </ol> <p>The following definitions apply to the evaluation of bids:</p> <p>*Informatics Professional Services are professional services provided by the Bidder in support of an information technology or information management project or contract.</p> <p>**Government client may include a Federal, Provincial or Municipal Department/Agency or a Crown Corporation.</p>		

Criteria	Mandatory Criteria	Bidder's response																																																												
		Met Y/N	Demonstrated Experience (Bidders to insert data)																																																											
M2	<p>The Bidder must have demonstrated contract experience in supplying ALL of the following resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past five (5) years prior to the solicitation closing date. For each individual resource category, the Bidder must demonstrate the required Minimum Billable Days in a single contract. The supplier must use the same set of 5 contracts to demonstrate the billable days for all 14 categories. Only the first 5 contracts identified will be considered.</p> <p>Bidder must provide the completed Appendices A and B of Attachment B.</p> <table><tr><th>#</th><th>RESOURCE CATEGORY</th><th>MINIMUM BILLABLE DAYS PER CATEGORY</th><th>Met Y/N</th></tr><tr><td>1</td><td>Application/Software Architect</td><td>44</td><td></td></tr><tr><td>2</td><td>ERP Functional Analyst</td><td>1122</td><td></td></tr><tr><td>3</td><td>ERP System Analyst (level 2)</td><td>242</td><td></td></tr><tr><td>4</td><td>ERP Technical Analyst</td><td>924</td><td></td></tr><tr><td>5</td><td>Data Conversion Specialist (level 2)</td><td>66</td><td></td></tr><tr><td>6</td><td>Database Administrator</td><td>44</td><td></td></tr><tr><td>7</td><td>Database / IM Modeller</td><td>132</td><td></td></tr><tr><td>8</td><td>Technology Architect</td><td>154</td><td></td></tr><tr><td>9</td><td>Business Continuity / Disaster Recovery Specialist</td><td>44</td><td></td></tr><tr><td>10</td><td>Change Management Consultant (level 3)</td><td>22</td><td></td></tr><tr><td>11</td><td>Project Coordinator (level 2)</td><td>22</td><td></td></tr><tr><td>12</td><td>Project Manager (level 2)</td><td>198</td><td></td></tr><tr><td>13</td><td>Quality Assurance Specialist/Analyst (level 2)</td><td>88</td><td></td></tr><tr><td>14</td><td>Risk Management Specialist (level 2)</td><td>88</td><td></td></tr></table> <p>The Bidder must demonstrate that, for each category, at least 50% of the applicable tasks (detailed in section 4 (Tasks) of Annex A (SOW)) have been completed.</p>	#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	Met Y/N	1	Application/Software Architect	44		2	ERP Functional Analyst	1122		3	ERP System Analyst (level 2)	242		4	ERP Technical Analyst	924		5	Data Conversion Specialist (level 2)	66		6	Database Administrator	44		7	Database / IM Modeller	132		8	Technology Architect	154		9	Business Continuity / Disaster Recovery Specialist	44		10	Change Management Consultant (level 3)	22		11	Project Coordinator (level 2)	22		12	Project Manager (level 2)	198		13	Quality Assurance Specialist/Analyst (level 2)	88		14	Risk Management Specialist (level 2)	88		
#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	Met Y/N																																																											
1	Application/Software Architect	44																																																												
2	ERP Functional Analyst	1122																																																												
3	ERP System Analyst (level 2)	242																																																												
4	ERP Technical Analyst	924																																																												
5	Data Conversion Specialist (level 2)	66																																																												
6	Database Administrator	44																																																												
7	Database / IM Modeller	132																																																												
8	Technology Architect	154																																																												
9	Business Continuity / Disaster Recovery Specialist	44																																																												
10	Change Management Consultant (level 3)	22																																																												
11	Project Coordinator (level 2)	22																																																												
12	Project Manager (level 2)	198																																																												
13	Quality Assurance Specialist/Analyst (level 2)	88																																																												
14	Risk Management Specialist (level 2)	88																																																												

1.2 CORPORATE RATED REQUIREMENTS

Point Rated Criteria					Max Points	Bidder's Response			
						Evaluation Guideline	Cross Reference to Contract Reference(s)		
R1	The Bidder should demonstrate its billable days experience in excess to the minimum Billable Days per category under M2.					100	<p>The bidders demonstrated "Total Billable Days" provided in response to M2 will be used to evaluate this criterion.</p> <p>The bidder will be awarded points as demonstrated in the example evaluation scenario on the left side.</p> <p>In this example, the bidder would score 66.37 points out of a possible 100 points.</p>		
	EXAMPLE EVALUATION SCENARIO								
	BILLABLE DAYS								
	RESOURCE CATEGORY	(A)	(B)	(C)	(D)			BIDDER % INCREASE TO A MAXIMUM OF 100 (Rounded to two decimal places)	
		BIDDER'S TOTAL	MINIMUM BILLABLE DAYS IDENTIFIED UNDER M2	BILLABLE DAYS IN EXCESS OF M2					
		App A to Att B		(C)=(A)-(B)	(D)=(C)/(B)*100				
		Application/Software Architect	160	44	116				100.00
		ERP Functional Analyst	1600	1122	478				43.60
		ERP System Analyst (level 2)	400	242	158				65.29
		ERP Technical Analyst	1100	924	176				19.05
		Data Conversion Specialist (level 2)	100	66	34				51.52
		Database Administrator	100	44	56				100.00
		Database / IM Modeller	300	132	168				100.00
		Technology Architect	240	154	86				55.84
		Business Continuity / Disaster Recovery Specialist	360	44	316				100.00
		Change Management Consultant (Level 3)	60	22	38				100.00
		Project Coordinator (Level 2)	240	22	218				100.00
		Project Manager (Level 2)	240	198	42				21.21
	Quality Assurance Specialist/Analyst (Level 2)	120	88	32	36.36				
	Risk Management Specialist (Level 2)	120	88	32	36.36				
	BIDDER SCORE = SUM OF (D) FOR ALL 14 CATEGORIES / 14							66.37	

Point Rated Criteria		Max Points	Bidder's Response	
			Evaluation Guideline	Cross Reference to Contract Reference(s)
<b>R2</b>	<p>The bidder should demonstrate its experience in providing informatics professional services related to an <b>Enterprise Resource Planning (ERP) Information Management System*</b> within the past five (5) years.</p> <p>Information Management System definition: facilitates the storage, organization and retrieval of information.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	
<b>R3</b>	<p>The bidder should demonstrate its experience in providing informatics professional services related to an <b>Enterprise Resource Planning (ERP) Human Resources System*</b> within the past five (5) years.</p> <p>Human Resources System definition: provides for the recording, administration, management and reporting of payroll, benefits, recruitment and performance of human resources.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	
<b>R4</b>	<p>The bidder should demonstrate its experience in providing informatics professional services related to an <b>Enterprise Resource Planning (ERP) Financial System*</b> within the past five (5) years.</p> <p>Financial System definition: provides the recording, administration, management and reporting of budgets, accounts receivable and accounts payable.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	
<b>R5</b>	<p>The bidder should demonstrate its experience in providing informatics professional services related to an <b>Enterprise Resource Planning (ERP) Project Management System*</b> within the past five (5) years.</p> <p>Project Management System definition: provides for the coherent organization of the information required for an organization to execute projects successfully.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	

Point Rated Criteria		Max Points	Bidder's Response	
			Evaluation Guideline	Cross Reference to Contract Reference(s)
<b>R6</b>	<p>The bidder should demonstrate its experience in providing informatics professional services related to an <b>Enterprise Resource Planning (ERP) Materiel Management System</b>* within the past five (5) years.</p> <p>Materiel Management System definition: provides for the recording, administration, management and reporting of fleet and inventory.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	
<b>MAXIMUM AVAILABLE POINTS</b>		<b>200</b>		
<b>MINIMUM POINTS REQUIRED</b>		<b>120</b>		
<b>POINTS ACHIEVED</b>				
<b>TO BE RESPONSIVE, THE BIDDER MUST OBTAIN A MINIMUM OF 120 POINTS</b>				

## 2.0 STREAM 2 – MS- DYNAMICS / SHAREPOINT DEVELOPMENT, SUPPORT AND MAINTENANCE SERVICES

### 2.1 CORPORATE MANDATORY REQUIREMENTS

Criteria	Mandatory Criteria	Bidder's response	
		Met Y/N	Demonstrated Experience (Bidders to insert data)
<b>M1</b>	<p>The Bidder must have been awarded at least three (3) Informatics professional services* contracts, two (2) of which were for a Government client**.</p> <p>To be accepted, each of these contracts must have:</p> <ol style="list-style-type: none"> <li>1. been awarded within the past five (5) years prior to the solicitation closing date; and</li> <li>2. a minimum value of \$5,000,000.00.</li> </ol> <p>The Bidder must submit for each contract:</p> <ol style="list-style-type: none"> <li>(1) A letter from its client (referencing a contract award date and a contract serial number or other unique contract identifier) that shows that the Bidder is providing or has provided such services under a contract with a minimum value of \$5,000,000.00; and</li> <li>(2) The name, telephone number and, if available, e-mail address of a contact person at the customer who received each invoice submitted under (1) above, so that Canada may verify any information provided by the Bidder.</li> </ol> <p>The following definitions apply to the evaluation of bids:</p> <p>*Informatics Professional Services are professional services provided by the Bidder in support of an information technology or information management project or contract.</p> <p>**Government client may include a Federal, Provincial or Municipal Department/Agency or a Crown Corporation.</p>		



Criteria	Mandatory Criteria	Bidder's response																								
		Met Y/N	Demonstrated Experience (Bidders to insert data)																							
M2	<p>The Bidder must have demonstrated contract experience in supplying ALL of the following resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past five (5) years prior to the solicitation closing date. For each individual resource category, the Bidder must demonstrate the required Minimum Billable Days in a single contract. The supplier must use the same set of 5 contracts to demonstrate the billable days for all 5 categories. Only the first 5 contracts identified will be considered.</p> <p>Bidder must provide the completed Appendices C and D of Attachment B.</p> <table><tr><th>#</th><th>RESOURCE CATEGORY</th><th>MINIMUM BILLABLE DAYS PER CATEGORY</th><th>Met Y/N</th></tr><tr><td>1</td><td>Application/Software Architect</td><td>132</td><td></td></tr><tr><td>2</td><td>ERP Functional Analyst</td><td>110</td><td></td></tr><tr><td>3</td><td>ERP System Analyst (Level 3)</td><td>132</td><td></td></tr><tr><td>4</td><td>ERP Technical Analyst</td><td>110</td><td></td></tr><tr><td>5</td><td>Data Conversion Specialist</td><td>110</td><td></td></tr></table> <p>The Bidder must demonstrate that, for each category, at least 50% of the applicable tasks (detailed in section 4 (Tasks) of Annex A (SOW)) have been completed.</p>	#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	Met Y/N	1	Application/Software Architect	132		2	ERP Functional Analyst	110		3	ERP System Analyst (Level 3)	132		4	ERP Technical Analyst	110		5	Data Conversion Specialist	110		
#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	Met Y/N																							
1	Application/Software Architect	132																								
2	ERP Functional Analyst	110																								
3	ERP System Analyst (Level 3)	132																								
4	ERP Technical Analyst	110																								
5	Data Conversion Specialist	110																								

## 2.2 CORPORATE RATED REQUIREMENTS

Point Rated Criteria					Max Points	Bidder's Response	
					Evaluation Guideline	Cross Reference to Contract Reference(s)	
R1	The Bidder should demonstrate its billable days experience in excess to the minimum Billable Days per category under M2.					100	The bidders demonstrated "Total Billable Days" provided in response to M2 will be used to evaluate this criterion.  The bidder will be awarded points as demonstrated in the example evaluation scenario on the left side.  In this example, the bidder would score 80.30 points out of a possible 100 points.
	EXAMPLE EVALUATION SCENARIO						
	BILLABLE DAYS						
		(A)	(B)	(C)	(D)		
	RESOURCE CATEGORY	BIDDER'S TOTAL	MINIMUM BILLABLE DAYS IDENTIFIED UNDER M2	BILLABLE DAYS IN EXCESS OF M2	BIDDER % INCREASE TO A MAXIMUM OF 100 (Rounded to two decimal places)		
		App C to Att B		(C)=(A)-(B)	(D)=(C)/(B)*100		
	Application/Software Architect	230	132	98	74.24		
	ERP Functional Analyst	180	110	70	63.64		
	ERP System Analyst (Level 3)	240	132	108	81.82		
	ERP Technical Analyst	200	110	90	81.82		
	Data Conversion Specialist	220	110	110	100.00		
BIDDER SCORE = SUM OF (D) FOR ALL 5 CATEGORIES / 5						80.30	

Point Rated Criteria		Max Points	Bidder's Response	
			Evaluation Guideline	Cross Reference to Contract Reference(s)
R2	<p>The bidder should demonstrate its experience in providing informatics professional services related to a Microsoft Dynamics <b>Customer Relationship Management system*</b> within the past five (5) years.</p> <p>Customer Relationship Management (CRM) System definition: a system for managing a company's interactions with current and future customers. It often involves using technology to organize, automate and synchronize sales, marketing, customer service, and technical support.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	
R3	<p>The bidder should demonstrate its experience in providing informatics professional services related to Sharepoint integration for <b>Customer Relationship Management Systems*</b> within the past five (5) years.</p> <p>Customer Relationship Management (CRM) System definition: a system for managing a company's interactions with current and future customers. It often involves using technology to organize, automate and synchronize sales, marketing, customer service, and technical support.</p> <p>For each contract reference, the Bidder must submit the contract award date and the contract serial number or other unique contract identifier.</p>	20	The bidder will be awarded four (4) points for each demonstrated contract reference to a maximum of five (5) contract references	
MAXIMUM AVAILABLE POINTS		140		
MINIMUM POINTS REQUIRED		84		
POINTS ACHIEVED				
TO BE RESPONSIVE, THE BIDDER MUST OBTAIN A MINIMUM OF 84 POINTS				

## APPENDIX A OF ATTACHMENT B - STREAM 1

### RFP BILLABLE DAYS RESPONSE TABLE

Bidder Name: \_\_\_\_\_

By providing a response, the bidder certifies that billable days provided occurred during the billing period indicated above for ALL of the resource categories listed.

RESOURCE CATEGORY	NUMBER OF BILLABLE DAYS			
	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)
Application / Software Architect				
ERP Functional Analyst				
ERP System Analyst (level 2)				
ERP Technical Analyst				
Data Conversion Specialist (level 2)				
Database Administrator				
Database / IM Modeller				
Technology Architect				
Business Continuity / Disaster Recovery Specialist				

RESOURCE CATEGORY	NUMBER OF BILLABLE DAYS			
	Cross Reference to Contract Reference # _____  Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____  Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____  Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____  Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)
Change Management Consultant (level 3)				
Project Coordinator (level 2)				
Project Manager (level 2)				
Quality Assurance Specialist/Analyst (level 2)				
Risk Management Specialist (level 2)				

**APPENDIX B OF ATTACHMENT B – STREAM 1**

**RFP CONTRACT REFERENCE RESPONSE FORM**

To meet 1.1 M2 of attachment B, the Bidder must have demonstrated contract experience in supplying all of the resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past five (5) years. For each individual resource category, the services provided must have been provided using a single contract. All resources provided must have completed at least 50% of the tasks detailed in section 4 (tasks) of Annex A (SOW), for the resource category for which they were provided.

Bidder Name: \_\_\_\_\_ Bidder Contract Reference #: \_\_\_\_\_

**SECTION 1: CLIENT INFORMATION**

Government client (Yes/No)

Client Organization Name

Client Contact Name

Address

Telephone

Fax

E-mail

**SECTION 2: CONTRACT INFORMATION**

Contract Value

Award Date

Expiry Date

Description of requirement:

SECTION 3: RESOURCE DETAILS	
Category of Personnel and Level	Tasks performed under the contract with a cross reference to each specific SOW associated task

## APPENDIX C OF ATTACHMENT B – STREAM 2

### RFP BILLABLE DAYS RESPONSE TABLE

Bidder Name: \_\_\_\_\_

By providing a response, the bidder certifies that billable days provided occurred during the billing period indicated above for ALL of the resource categories listed.

RESOURCE CATEGORY	NUMBER OF BILLABLE DAYS			
	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # _____ Billing Period: ____/____/____ To ____/____/____ (dd/mm/yy)
Application / Software Architect				
ERP Functional Analyst				
ERP System Analyst (level 3)				
ERP Technical Analyst				
Data Conversion Specialist				



**APPENDIX D OF ATTACHMENT B – STREAM 2**

**RFP CONTRACT REFERENCE RESPONSE FORM**

To meet 2.1 M2 of attachment B, the Bidder must have demonstrated contract experience in supplying all of the resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past five (5) years. For each individual resource category, the services provided must have been provided using a single contract. All resources provided must have completed at least 50% of the tasks detailed in section 4 (tasks) of Annex A (SOW), for the resource category for which they were provided.

Bidder Name: \_\_\_\_\_ Bidder Contract Reference #: \_\_\_\_\_

**SECTION 1: CLIENT INFORMATION**

Government client (Yes/No)

Client Organization Name

Client Contact Name

Address

Telephone

Fax

E-mail

**SECTION 2: CONTRACT INFORMATION**

Contract Value

Award Date

Expiry Date

Description of requirement:

SECTION 3: RESOURCE DETAILS	
Category of Personnel and Level	Tasks performed under the contract with a cross reference to each specific SOW associated task