

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 a Standing Offer
Révision à une demande d'offre à commandes
National Individual Standing Offer (NISO)
Offre à commandes individuelle nationale (OCIN)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre 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

Title - Sujet INSTITUTIONAL CHAPLAINCY SERVICES		
Solicitation No. - N° de l'invitation 21120-154722/B		Date 2015-06-26
Client Reference No. - N° de référence du client 21120-15-2104722		Amendment No. - N° modif. 001
File No. - N° de dossier 127zh.21120-154722	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$\$ZH-127-29004		
Date of Original Request for Standing Offer		2015-06-17
Date de la demande de l'offre à commandes originale		
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-07-27		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Address Enquiries to: - Adresser toutes questions à: Génier, Nicole		Buyer Id - Id de l'acheteur 127zh
Telephone No. - N° de téléphone (819) 956-1144 ()		FAX No. - N° de FAX () -
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

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		

Solicitation No. - N° de l'invitation

21120-154722/B

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

127zh

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

21120-15-2104722

File No. - N° du dossier

127zh21120-154722

CCC No./N° CCC - FMS No/ N° VME

This page was left blank intentionally.

Solicitation Amendment 001

Solicitation Amendment 001 is raised to:

- Respond to bidder questions
- Make changes to the Bid Solicitation
- Replace Attachment 1 to Part 4 – Technical Evaluation
- Replace Attachment 1 to Part 3 – Pricing Schedule

PART A – Bidder Questions

Question 1:

In the Statement of Work Section 11, in respect to the suggested letter template, Canada states that the letter "must be dated within six (6) months of the call up date." Would it be acceptable to Canada if the Faith or Spiritual Community were to establish a term to the mandate with a definite expiry or renewal date? Also would this mandate, issued for replying to the Standing Offer, be acceptable for the call up (which may be further away than 6 months) provided the mandating body has included an expiry date?

Response 1:

Please see changes in Part B.

Question 2:

Section 7.6 Invoicing Instructions will CSC provide a template for the monthly progress report?

Response 2:

Yes.

Question 3:

Section 7.b Statement of work will there be reporting requirements on other data and will CSC provide a template for this reporting?

Response 3:

This monthly report is not the "monthly progress report" referenced in section 7.6 (which is an indicator report related to the requirements of the Statement of Work). This monthly report responds to the need to track the usage of hours under the contract. The Contractor will be responsible for developing the template.

Question 4:

Section 7.c Statement of Work what will be the deadline of the Annual Report?

Response 4:

To be determined following Standing Offer issuance.

Question 5:

Finally with all the reports and templates which need to be provided so that the Government of Canada receives the data they require, Will there be consultation with the contractor regarding these requirements before the templates are completed?

Response 5:

The Project Authority (PA) will engage in consultation with the Contractor when possible. However, it is the PA that determines the nature of the information required.

Question 6

How often can the contractor expect the templates to change?

Response 6:

The PA will make every effort to minimize the frequency and volume of change in the reporting templates. However, changes in corporate reporting needs remain a possibility and should be expected to occur from time to time over the term of the contract.

Question 7:

Along with the templates needed will CSC provide clear simple instructions which can be shared with the chaplains and managers who will be required to fill out these documents so that confusion and unnecessary mistakes are minimized?

Response 7:

Yes.

Question 8:

We have noted a discrepancy between Annex B Basis of Payment : Estimated number of hours = 150,000 per year over the 6 years and Attachment 1 to the Pricing schedule where all years except year 2 agrees with Annex B. In the later the table 3 Option year 2 the number of hours = 315,000. Can you explain this discrepancy and which number we should use in our pricing calculations?

Response 8:

Please see changes in Part B.

PART B – CHANGES TO BID SOLICITATION

DELETE Attachment 1 to Part 4 – Technical Evaluation.pdf and REPLACE with Attachment 1 to Part 4 – Technical Evaluation_V2.pdf.

DELETE Section 11. Resource qualification in Annex A – Statement of Work and REPLACE with the following:

11. Resource qualifications

It is the Offeror's responsibility to ensure that all proposed resources meet the following minimum qualifications:

a) The resource must have a minimum of 3 years of demonstrated experience in religious/spiritual service as an Official Representative of his/her Faith or Spiritual Community.

b) The Offeror must provide a letter from the faith or spiritual community which demonstrates that each proposed QPOR:

i. meets the educational, ministry and personal requirements to perform religious/spiritual rites, rituals, worship and other observances on behalf of the faith or spiritual community;

ii. has been compensated for performing religious/spiritual rites, rituals, worship and other observances on behalf of the faith or spiritual community (this includes: salary, hourly wage, honorarium or stipend);

iii. is currently mandated and approved by his/her faith or spiritual community to serve as a chaplain for Correctional Service Canada; and

iv. has the organization's official support to serve as a chaplain in a correctional milieu.

The Offeror should use the suggested letter template attached. The letter must be in English or French, signed and dated on the Organization's letterhead. The letter must be dated within twelve (12) months of the call-up date.

DELETE the Attachment 1 to Part 3 – Pricing Schedule and REPLACE with the Attachment 1 to Part 4 – Pricing Schedule_V2.xls

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED