

# Addendum 1

SEL. : 2015-FC76100-SA-TS02

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**Title:** Request for Supply Arrangement (RFSA) for the provision of Technical Services in support of Canadian International Development Assistance Projects and Programs.

## A. AMENDMENT TO THE REQUEST FOR SUPPLY ARRANGEMENT (RFSA)

N/A

## B. QUESTIONS AND ANSWERS

**Question 1:** Can you please confirm if the proposed consultants to be evaluated for the RFSA must be Canadian citizens or must hold a valid Canadian Government security clearance.

**Answer 1:** The proposed individuals to be evaluated can be either Canadian or non-Canadian citizens. The proposed individuals are not required to hold a valid Canadian government security clearance to qualify under a Supply Arrangement. However, security requirements may apply at the contracting stage. See RFSA, SA Section 1: "General Information", paragraph 4, subparagraph 4.7 "Security Requirements".

**Question 2:** In Form TECH-4A, it is not necessary to indicate the sub-sector, therefore, examples of mandates presented to demonstrate sectoral experience can be applied to one or other sub-sectors of a given sector, is that correct?

**Answer 2:** Yes.

**Question 3:** In Form TECH 4B, as for Form TECH-4A, there is no need to specify the sub-sector to which the assignment applies, therefore the assignment presented may apply to any sub-sector within the sector, is that correct?

**Answer 3:** Yes.

**Question 4:** Form TECH-4B, to save space as the specifications take up almost one of the two pages of the form, can we:

- Remove the top section "Instructions to Bidders"?
- Delete the types of activities that do not apply, in the "type of activities described (check one)" section?

**Answer 4:**

- 1) Bidders are encouraged to keep the top section "Guidance to Bidders" of Form TECH 4B.
- 2) Yes, the bidders can delete the type of activities that do not apply to the assignment presented.

**Question 5:** Does DFATD need the **sub-sector**(s) information to code to which sub-sector(s) the specialist is applying within the SECTOR?

**Answer 5:** No, DFATD does not need the sub-sector information at this time.

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**Question 6:** Form TECH-1, in sub-section 9.1 of Section 1 “Instructions to Bidders”, bidders are asked to: “... print TECH1, fill it in manually, sign and attach it as page 1 of their Proposals.” As Form TECH-1 “Acceptance of Terms and Conditions” is not very long and to facilitate automatic page numbering and inserting a table of contents in the technical proposal document, can we enter as is and attach it to our proposal?

**Answer 6:** See RFSA Section 1 “Instruction to Bidders”, paragraph 9.1.

**Question 7:** Will Word versions of Form TECH-2 and TECH-3 be made available?

**Answer 7:** Yes, protected Word versions of Form TECH 2 and TECH 3 are now available on GETS.

**Question 8:** Form TECH-4A “Curriculum Vitae for Proposed Individual”, given that it should not exceed 6 pages, can we remove the section “Instructions to Bidders” at the beginning of the Form? If not, can we reduce the font to save space?

**Answer 8:** Bidders are encouraged to keep the top section “*Guidance to Bidders*” of Form TECH 4A. For font requirement see RFSA Section 1: (i) “Instruction to Bidders”, paragraph 7.8.

**Question 9:** Does the font size equivalent to at least 10 Arial or Times New Roman 11 apply to Form TECH 4A and TECH 4B “Instructions to bidders”?

**Answer 9:** See RFSA Section 1: (i) Instruction to Bidders, paragraph 7.8.

**Question 10:** Would the ‘mandate’ of a civil servant in a developing country be considered within the definition of the ‘international development’ under R 2.2 as being ‘a mandate with the ultimate aim of reducing poverty and improving the well-being of people living in a developing country’?

**Answer 10:** If the mandate of a civil servant was aimed at reducing poverty and improving the well-being of people living in the developing country, it could be considered for evaluation.

**Question 11:** If a technical specialist in; Governance, PFM, or Agricultural & Food Security, was engaged fulltime for 10 years (more than 2,200 days) on an assignment having a mandate in international development, would this one activity maximize all points for R 2.1, 2.2 and 2.3 totalling 225 points? If not, how would the points be awarded in this example.

**Answer 11:** If the assignment is within the meaning of “assignment”, “international development” and “Technical Services” as defined in RFSA Section 5 “Evaluation Criteria” it could be considered for evaluation.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**