AMENDMENT No. 001 TO THE - REQUEST FOR PROPOSAL Reference Number: 1000017645

CLOSING DATE:September 16, 2015CLOSING TIME and TIME ZONE:2:00 PM EDT

PROJECT TITLE: Senior Access to Information and Privacy (ATIP) consultants

To All Bidders:

The purpose of this Amendment is to give effect to the following:

A) Question and Answer:

Question 1

In reference to mandatory criteria M4 : Would you accept that each proposed resource has in the last 25 years up to RFP closing date, processed and completed a minimum of 1 file that resulted in a complaint that required responding to section 35 or section 33?

Answer 1:

No. The idea behind the mandatory criteria M4 is to ensure that the proposed resources have recent experience dealing with what is required once a complaint is escalated beyond the investigation stage – that being the possibility of going to (or actually going to) Federal Court. We would accept however proposed resources that have experience within the last 8 years preparing exhibits and affidavits for files subject to review by Federal Court, where responding to a section 35 letter was not required (i.e. the requester challenges the institution directly following the complaint finding). Mandatory criteria M4 is being modified in this amendment 001.

- B) DELETE Mandatory criteria M4 from Attachment 1 to Part 4, in it's entirety and REPLACE with the following:
- M4 The Bidder must demonstrate, using the project description format provided in Appendix 1 to Part 4, that each proposed resource has in the last eight (8) years up to the RFP closing date, processed and completed a minimum of one (1) file that either a) resulted in a complaint that required responding to section 35 of the *Access to Information Act* (ATIA) or section 33 of the *Privacy Act* (PA) or b) required the preparation of exhibits and affidavits for files subject to review by Federal Court.

REFER TO APPENDIX 1 TO PART 4

C) DELETE : Annex C, Security Requirements Check Llist (SRCL) in its entirety and replace with the following

Note: The Security clauses in section 3 from Part 7 ; Resulting contracts clauses remains unchanged

Government Gouvern	RECEIVSTIN	Contract Number / Numero du cont	rat					
of Canada du Canada		1000017645						
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	SECURITY REQUIREMENTS CHECK LIST	SPCI 1						
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4. Brief Description of Work / Breve descriptio								
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PART C - (continued) / PARTIE C - (suite)

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SUMMARY CHART / TABLEAU RÉCAPITULATIF

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D) DELETE Section 2.1 of Part 2 its entirety and replace with the following:

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions (SACC) Manual</u> (<u>https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual</u>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2015-07-03) <u>Standard Instructions</u> - Goods or Services - Competitive Requirements (<u>https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/20</u>) are incorporated by reference into and form part of the bid solicitation.

- End of Amendment No. 001 -

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