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**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> 24062-150208/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> 24062-150208	<b>Date</b> 2015-11-02
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-632-29516	
<b>File No. - N° de dossier</b> 632el.24062-150208	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-11-12</b>	<b>Time Zone</b> Fuseau horaire Eastern Standard Time EST
<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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**SOLICITATION AMENDMENT No. 003**  
**RFP No. 24062-150208/A**

**The following is raised to provide clarification in response to questions received and to provide revision concerning the subject Request for Proposal (RFP).**

**Q26** re M.2 please confirm:

- a) That the one CV per resource category that must be submitted must demonstrate that the resource performed the minimum number of Roles and Responsibilities defined at Annex 1 to Attachment B for their work on the contract being provided as a response to M.1 and not additional details of the resources' work in the category on additional projects; and
- b) That the resource CV does not require any other detail outside of the work performed in their role on M.1 project.

**A26**

- a) **Canada confirms that the CV per resource category must demonstrate that the resource performed the minimum number of Roles and Responsibilities defined at Annex 1 to Attachment B for their work on the contract being provided as a response to M.1 and not additional details of the resources' work in the category on additional contracts or projects.**
- b) **Canada confirms that the resource CV does not require any other detail outside of the work performed in their role on the M.1 reference contract.**

**Q27** Rated Criteria R3 for both Streams indicates that: *“The Bidder should demonstrate its experience in managing an end-to-end SAP ERP project within the last five (5) years for a Government department (federal, provincial/territorial or municipal) with over 1,000 employees. In order to qualify the Bidder must demonstrate that it was responsible for the overall management for the complete project lifecycle.”* We note that in order to achieve full points, the Bidder must provide five projects, each worth two points.

Given the importance of the transformation initiative for the Government of Canada (GOC), we recommend that the requirement also includes private sector projects. A combination of public sector and private sector qualifications will provide Canada with a broader range of experience and expertise. Additionally, given the number of projects required to score full points, keeping it within the public sector limits Canada's exposure to a wider group of qualified firms to bid.

**A27** **Canada has considered your recommendation. Please wait for the next solicitation amendment for revised criteria R.3.**

**Q28** Section 7.19 Professional Services - General (b) states that: "If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense."

This statement implies that the Contractor is responsible to deliver pre-defined contractual deliverables, which is not normally a component of a staff augmentation contract, in which the client controls and manages the resources supplied. Can you please confirm that clause 7.19 (b) intends to make this Contract a deliverable-based contract and not a staff augmentation contract?

**A28** **By signing a Task Authorization, the Contractor must complete any tasks and, as a result, submit any deliverables within the timeline(s), if applicable, specified in the resulting Task Authorization.**

**Q29** Bid submissions per work stream.

While it is clearly stated in the RFP that separate technical and financial evaluations will be conducted per work stream in sections 4.2 Technical evaluation (page 21 of 62) and 4.3 Financial Evaluation (page 22 of 62); it is unclear whether or not bidders must bid on both work streams in order to be evaluated, or if they can choose to submit a response for only one of the two work streams.

a) Can you please confirm if a bidder can submit a response to one of the work streams?

b) If the answer to a is no, does a bidder need to be compliant on both work streams in order to be eligible for contract award?

**A29**

**a) Canada confirms that a bidder can submit a response to only one of the work streams.**

**b) N/A.**

**Q30** Based on the question asked in **Q14** "For Corporate Mandatory Requirement M1, many of our clients in the private and para-public sectors do not award contracts with a "limitation of expenditure" listed. Often for these large scale projects there is an overarching contract or supply arrangement consisting of multiple smaller contracts/call ups.", would the crown accept a contract reference for M1 where the sum of multiple contracts/call ups for the same project is valued over \$15 million?

**Please confirm that the revised criteria should read the following:** A14 For M.1 of Workstream 1 and 2, Canada will accept a ~~contract~~-client-reference where the sum of multiple call ups or task authorizations or contracts for the same ~~contract~~ project is valued over

\$15,000,000.00.

**A30 No, the revised criteria should not read as detailed above. For M.1 of Stream 1 and 2, Canada will accept a contract reference where the sum of multiple call-ups or task authorizations for the same contract is valued over \$15,000,000.00 and \$6,000,000.00 respectively.**

**Q31** Based on the Q/A received to date, it is unclear whether Canada is evaluating on what premise: 1.) how the services provided by a bidder were contracted or 2.) bidder's actual ability to deliver the services required for this project?

- a) Under the current mandatory (Stream 1 and Stream 2), can Canada please confirm if a bidder who won a contract for 15 million (stream 1) or 6 million (stream 2) in the last 3 months would comply?
- b) Under the current mandatory, can Canada please confirm that contracts awarded prior to the 5 year mark, but were performed within the 5 years, would comply?
- c) Under the current mandatory, can Canada please confirm the bidders who are qualified under TBIPS and/or SBIPS supply arrangements, can reference contracts awarded for the same Federal Government's SAP project that total over 15 million can comply with M1.

**A31**

- a) **Yes. Canada confirms that a bidder who won a contract for \$15,000,000.00 (stream 1) or \$6,000,000.00 (stream 2) in the last three (3) months would comply.**
- b) **No. Contracts awarded prior to the 5 year mark, but performed within the five (5) years prior to the initial solicitation closing date would not comply.**
- c) **No. Bidders who are qualified under TBIPS and/or SPIBS supply arrangements that reference contracts (valued below \$15M) awarded for the same Federal Government's SAP project that total over \$15,000,000.00 (stream 1) would not comply with M.1.**

**Q32** Canada has confirmed that under the mandatory criteria, it is looking for a bidder that can provide the following:

- SAP ERP specific services

- 15 million dollars of awarded SAP services/contracts for one specific client within the last five years
- Services similar to the scope of work and resource types outlined in the RFP.

For the mandatories, would Canada accept a client reference that can demonstrate the above?

**A32 No. Canada would not accept a client reference that can demonstrate the above.**

**Q33** Under Q14/A14-we would like to clarify the answer received by Canada. Based on the premise provided, please confirm if Canada will accept a client reference whereby the bidder can clearly demonstrate (supported by client reference and contract #'s) that it has provided over 15 million dollars of services on one specific end to end SAP implementation project for that client where the sum is derived from more than one technical and/or functional contract awarded for the delivery of the project (awarded within the last five years).

**A33 No. Canada will not accept a client reference whereby the bidder can clearly demonstrate (supported by client reference and contract #'s) that it has provided over 15 million dollars of services on one specific end to end SAP implementation project for that client where the sum is derived from more than one technical and/or functional contract awarded (valued below \$15M) for the delivery of the project (awarded within the last five years).**

**Q34** Can Canada please confirm whether a bidder is to provide resumes for the specific resources that were on the referenced project or should they be providing resumes of candidates who will be available/proposed to work on this project?

**A34 Canada confirms that for M.2 of Stream 1 and 2, a bidder is to provide resumes for the resource categories specified under M.2 that performed services on the M.1 reference contract.**

**Q35** Can Canada please explain what percentage of work/dollars will be given to each contract/bidder per stream?

**A35 Please refer to article 4.4 Basis of Selection, paragraph (d) of the Request for Proposal.**

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**At Appendix C to Annex A, amend as follows:**

**DELETE Appendix C to Annex A in its entirety.**

**INSERT revised Appendix C to Annex A, as attached.**

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

## Appendix C to Annex A – revision 1

### Resources Assessment Criteria and Response Tables

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Appendix. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that the assessor can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

#### 1. Mandatory Requirements:

<b>Resource Category:</b> _____ <b>Level:</b> 3 <b>Specialty (1 or 2):</b> ____				
<b>Contractor Name:</b> _____ <b>Proposed Resource Name:</b> _____				
<b>The Bidder MUST demonstrate that the Proposed Resource has:</b>				
Criteria	Mandatory Requirement	Bidder's response		
		INSERT PAGE # OF RESUME	Met	Not Met
<b>M.1</b>	1. A university degree in a related business or technology discipline; <b>OR</b>  2. A two-year college diploma in a related business or technology discipline and a minimum of two (2) years of experience in a related business or technology discipline; <b>OR</b>  3. A university degree in any field and a minimum of five (5) years in a related business or technology discipline; <b>OR</b>  4. A minimum of fifteen (15) years of experience in a related business or technology discipline.			

<p><b>M.2</b></p>	<p>The following minimum timeframe of experience for the specific category type:</p> <p>For Level 3: 10 years within the last 20 years</p> <p>Specializing in:</p> <ol style="list-style-type: none"> <li>1) SAP; <b>OR</b></li> <li>2) No specialization required</li> </ol> <p>Note 1: In order to be considered acceptable, the experience of the resource under each reference project must include at least 4 of the 6 following phases:</p> <ol style="list-style-type: none"> <li>1) Project Planning;</li> <li>2) Analysis;</li> <li>3) Design;</li> <li>4) Implementation;</li> <li>5) Integration, Testing and Data Conversion; and</li> <li>6) Deployment, Acceptance and Documentation.</li> </ol> <p>Note 2: Whenever experience in a specific category is requested, it will be assessed against the responsibilities enumerated at Annex A for the specific category type. In order for a Resource Project Reference to be accepted, the Contractor must demonstrate that the proposed resource has performed at least 50% of the responsibilities enumerated at Article 3 of Annex A for the specific category type.</p>		
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