



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**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
Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Title - Sujet Registration Services	
Solicitation No. - N° de l'invitation K3A20-160458/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client K3A20-160458	Date 2016-01-07
GETS Reference No. - N° de référence de SEAG PW-\$TOR-015-7009	
File No. - N° de dossier TOR-5-38109 (015)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-02-01	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Abela, Aaron	Buyer Id - Id de l'acheteur tor015
Telephone No. - N° de téléphone (905) 615-2061 ()	FAX No. - N° de FAX (905) 615-2060
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation Amendment No. 001 is being issued to reflect the following changes:

- A) Amend Table of Contents, PART 6, Item 6.14 – Insurance**
- B) Amend Table of Contents, Annex D – Evaluation Criteria**
- C) Amend PART 2, Section 2.5 – Trade Agreements**
- D) Amend PART 4, Section 4.1.1, Items 4.1.1.1, 4.1.1.2 and 4.1.1.3**
- E) Amend PART 4, Section 4.1.2.1 – Mandatory Financial Criteria**
- F) Amend PART 4, Section 4.2 – Basis of Selection, Item 1**
- G) Amend PART 4, Section 4.2 – Basis of Selection, Item 2**
- H) Amend PART 6, Sections 6.2 – Statement of Work and 6.3 Task Authorization Process**
- I) Amend PART 6, Section 6.8.4 – Single Payments**
- J) Amend Annex “B” – Basis of Payment – Category 5 – Travel and Living Expenses**
- K) Amend Annex “B” – Basis of Payment**
- L) Amend Annex C – Insurance Requirements**
- M) Amend Annex C – Evaluation Criteria, Section 2.0, Item R6**
- N) Closing Date Amendment**
- O) Questions and Answers**

A) At Table of Contents, PART 6, Item 6.14 – Insurance

Delete in its entirety;

Insert:

6.13 - Insurance

B) At Table of Contents, Annex D – Evaluation Criteria

Delete in its entirety;

Insert:

Annex C – Evaluation Criteria

C) At PART 2, Section 2.5 – Trade Agreements

Delete: The procurement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

Insert: The procurement is subject to the provisions of the Agreement on Internal Trade (AIT).

D) At PART 4, Section 4.1.1, Items 4.1.1.1 and 4.1.1.2

Delete in its entirety;

Insert:

4.1.1.1 Mandatory Technical Criteria

See Annex "C" – Evaluation Criteria

4.1.1.2 Point Rated Technical Criteria

See Annex "C" – Evaluation Criteria

At PART 4, Section 4.1.1, Item 4.1.1.3 – Reference Checks

Delete in its entirety.

E) At PART 4, Section 4.1.2.1 – Mandatory Financial Criteria

Delete in its entirety;

Insert:

The bidder must submit its pricing in accordance with Annex "B" – Basis of Payment, in Canadian funds, applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.1.2.1.1 The price used in the evaluation will be the Total Evaluated Price, which is calculated in accordance with Annex B.

4.1.2.1.2 The price of the bid will be evaluated in Canadian Dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

F) At PART 4, Section 4.2 – Basis of Selection, Item 1

Delete in its entirety;

Insert:

1. To be declared responsive, a bid must:

- A. Comply with all the requirements of the bid solicitation; and
- B. Meet all mandatory criteria; and
- C. Obtain the required minimum of 36 points overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of 60 points.

G) At PART 4, Section 4.2 – Basis of Selection, Item 2

Delete in its entirety;

Insert:

Bids not meeting (a) or (b) or (c) will be declared non-responsive.

H) At PART 6, Sections 6.2 – Statement of Work and 6.3 Task Authorization Process

Delete in its entirety;

Insert:

6.2 Statement of Work

6.2.1 The Contractor must provide registration certification and surveillance audit services, registration site certificates, and Task Authorization as-and-when-requested work for Environment Canada's Weather Environment Services program operation centres located throughout Canada in accordance with the Statement of Work at Annex "A".

6.2.2 Optional Good and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at "Statement of Work" Annex "A" and "Basis of Payment" Annex "B" of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

6.2.3 This procurement is subject to the following Comprehensive Land Claim Agreements:

Iqaluit, NU – Nunavut Land Claims Agreement

Whitehorse (Y1A 5B7) – Kwanlin Dun First Nation Final Agreement and the Ta'as Kwach'an Council Final Agreement

Inuvik, NT – Inuvialuit Final Agreement and the Gwich'in Comprehensive Land Claim Agreement

Yellowknife, NT – Tlicho Land Claims Agreement

Resolute Bay, NU – Nunavut Land Claims Agreement

6.3 Task Authorization Process

6.3.1 Task Authorization:

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

Task Authorization Process:

1. The Project Authority will provide the Contractor with a description of the task using the "PWGSC-TPSGC 572, Task Authorization Form" specified in Appendix 1 to Annex A.
2. The Task Authorization (TA) will contain the details of the work to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the breakdown of the cost(s) established in accordance with the Basis of Payment, specified in the Contract.
3. The Contractor must provide the Project Authority within 5 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.

4. The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

6.3.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$10,000.00
Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

6.3.3 Canada's Obligation – Portion of the Work – Task Authorizations

Canada's obligation with respect to the portion of the Work under Contract that is performed through authorizations is limited to the total amount of the actual tasks performed by the Contractor.

6.3.4 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on an annual basis to the Contracting Authority. The annual period is defined as follows:

Annual: April 1 to March 31;

The data must be submitted to the Contracting Authority no later than ten (10) calendar days after the end of the reporting period.

(i) Reporting Requirement - Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

- A. For each authorized task:
 - i. the authorized task number or task revision number(s);
 - ii. a title or a brief description of each authorized task;
 - iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
 - iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
 - v. the start and completion date for each authorized task; and vi. the active status of each authorized task, as applicable.
- B. For all authorized tasks:

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

I) At PART 6, Section 6.8.4 – Single Payments

Delete in its entirety;

Insert:

6.8.4 Multiple Payments

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

J) At Annex “B” – Basis of Payment – Category 5 – Travel and Living Expenses

Delete: The Contractor will supply pricing for individual site visits and will give amalgamated pricing for groups of site visits, if advantageous to the Government of Canada

Insert: The Contractor will supply pricing for individual site visits and will give amalgamated pricing for groups of site visits, if Project Authority (PA) deems it advantageous to the Government of Canada

K) Amend Annex “B” – Basis of Payment

Delete:

TOTAL EVALUATED PRICE is the sum of Category 1 + Category 2 + Category 3 + Category 4 + Category 5
\$_____ (applicable taxes extra)

Insert:

For Financial Evaluation Purpose:

TOTAL EVALUATED PRICE is the sum of the Extended Prices in Category 1 + Category 2 + Category 3 + Category 4 + Category 5 Total Limitation for Travel and Living
\$_____ (applicable taxes extra)

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Amd. No. - N° de la modif.
001
File No. - N° du dossier
TOR-5-38019

Buyer ID - Id de l'acheteur
tor015
CCC No./N° CCC - FMS No./N° VME

L) At Annex C – Insurance Requirements

Delete in its entirety.

M) At Annex C – Evaluation Criteria, Section 2.0, Item R6

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Delete in its entirety.

Insert:

Item	Point Rated Technical Criteria	Unable to evaluate 0 points	Sufficient 5 points	Excellent 10 points
R6	<p>The lead auditor should have a Business Improvement Auditor Certification in the qualification based QMS Auditor Scheme or demonstrated equivalent experience.</p> <p>Equivalent experience is defined as having the following:</p> <p>(a) Lead Auditor certification, granted by a recognized national body (RAB/QSA; Exemplar Global; SCC, etc.,)</p> <p>AND</p> <p>(b) A person who has experience managing and running an enterprise which involved strategic planning and bottom line performance accountability.</p> <p>The equivalent experience should be supported by a resume outlining candidate credentials.</p> <p>A maximum of 10 points will be awarded for this criterion.</p>	<p>Did not submit information which could be evaluated</p>	<p>Information provided does not demonstrate that the Lead Auditor has a Business Improvement Auditor Certification in the QMS Auditor Scheme.</p> <p>Information provided clearly substantiates (a) and (b) equivalent experience, in each of alternate certification, strategic planning and bottom line performance accountability.</p>	<p>Information provided clearly demonstrates that the Lead Auditor has a Business Improvement Auditor Certification in the QMS Auditor Scheme.</p>

N) Closing Date Amendment

At Page 1 of the Request for Proposal, Solicitation Closes at (L'invitation prend fin à)

Delete: January 12, 2016, at 2:00 pm EST

Insert: February 1, 2016 at 2:00 pm EST

O) Questions and Answers

Q1: We are very interested in submitting a proposal for the posting we are unable to respond in the allowable timeframe given that the closing date is on January 12th. An RFQ of this magnitude requires careful thought and would be time intensive. We are disappointed that Environment Canada has allowed such a short time to prepare a proposal. Could you explain why we were not given more than 5 working days to prepare a submission for this Environment Canada posting?

Q2: The solicitation was issued and posted on www.buyandsell.gc.ca on December 23, 2015. Consideration has been given to extend the solicitation closing date due to the tender requirement occurring during the December 2015 holiday period. Please refer to Item N) above.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.