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**K1A 0S5**

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**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**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT / DOCUMENT CONTIENT DES  
EXIGENCES RELATIVES À LA SÉCURITÉ

**Vendor/Firm Name and Address**

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**Issuing Office - Bureau de distribution**

Informatics Professional Services Division / Division  
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11 Laurier St., / 11, rue Laurier

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Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> TBIPS Professional Services	
<b>Solicitation No. - N° de l'invitation</b> W8485-163193/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> W8485-163193	<b>Date</b> 2016-03-31
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZM-619-29966	
<b>File No. - N° de dossier</b> 619zm.W8485-163193	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-04-18</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> St-Onge, Josée	<b>Buyer Id - Id de l'acheteur</b> 619zm
<b>Telephone No. - N° de téléphone</b> (873) 469-4944 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<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/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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### **SOLICITATION AMENDMENT 003**

This solicitation amendment is raised to:

1. Provide answers to Bidders questions in relation to this Request for Proposal (RFP); and
2. Amend the Request for Proposal (RFP) as detailed in Appendix 003 below.

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**Question #18:**

Paragraph 6.3.2.3 of Stream 1 Annex “A” Statement of Work Aircraft Maintenance Electronic Record Keeping Systems and DGAEPM CIO Support Services refers to resource #11 IT Project Manager and states the following:

6.3.2.3 In order to perform the tasks outlined above, the resource may use any or all of the following DND-supplied applications:

- i. MS Access
- ii. Oracle
- iii. MS SQL
- iv. SQL Server
- v. MS SharePoint
- vi. MS Project
- vii. MS Visio
- viii. MS Office suites
- ix. MS Excel Pivot tables
- x. Record and document Management System
- xi. ADOBE PDF creator
- xii. HTML

MT50 from 4.1 Mandatory Technical Criteria refers to resource #11 IP Project Manager and includes the following list of DND supplied applications:

- a) MS Access
- b) Oracle
- c) MS SQL
- d) SQL Server
- e) MS SharePoint
- f) MS Project
- g) MS Visio
- h) MS Office suites
- i) MS Excel Pivot tables
- j) ADOBE PDF creator
- k) HTML

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Why was experience with the Record and Document Management System (or its underlying software) omitted from MT50?

**Answer #18:**

DND has carefully considered the requirement and the solicitation reflects DND’s current and anticipated needs.

**Question #19:**

Paragraph 6.3.3.3 of Stream 1 Annex “A” Statement of Work Aircraft Maintenance Electronic Record Keeping Systems and DGAEPM CIO Support Services refers to resource #12 IT Change Management Consultant and states the following:

6.3.3.3 In order to perform the tasks outlined above, the resource may use any or all of the following DND-supplied applications:

- i. MS Project
- ii. MS Visio
- iii. MS SharePoint
- iv. MS Office Suites
- v. DOORS
- vi. WIM
- vii. Assyst (EITSM)
- viii. Record and document Management System

MT53 from 4.1 Mandatory Technical Criteria refers to resource #12 IT Change Management Consultant and includes the following list of DND supplied applications:

- a) MS Access
- b) Oracle
- c) MS SQL
- d) SQL Server
- e) MS SharePoint
- f) MS Project
- g) MS Visio
- h) MS Office suites
- i) MS Excel Pivot tables
- j) ADOBE PDF creator
- k) HTML

Why does the list of applications in MT53 differ from what was listed in paragraph 6.3.3.3?

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**Answer #19:**

Please refer to the amended Annex A – Statement of Work, section 6.3.3.3 in the Appendix 003 below.

**Question #20:**

Paragraph 6.4.1.3 of Stream 1 Annex “A” Statement of Work Aircraft Maintenance Electronic Record Keeping Systems and DGAEPM CIO Support Services refers to resource #13 Business Analyst and states the following:

6.4.1.3 In order to perform the tasks outlined above, the resource may use any or all of the following DND-supplied applications:

- i. BPWin
- ii. Oracle CASE
- iii. Rational Rose
- iv. RUP

MT56 from 4.1 Mandatory Technical Criteria refers to resource #13 Business Analyst and requires recent experience in the same list of DND supplied applications; however, these applications are not in use at DGAEPM.

Would the Crown please review this list and remove all applications that are not currently being used at DGAEPM from the mandatory requirements?

**Answer #20:**

Please refer to answer #18 above.

**Question #21:**

The corporate requirements management tool currently in use at DGAEPM is a software application called DOORS. However, it is not in the list of applications mentioned in MT53.

Would the Crown please consider experience with DOORS to satisfy MT53?

**Answer #21:**

Please refer to answer #18 above.

**Question #22:**

For the Project Manager Level 3 resource, MT48 (b) requests a relevant professional certification from a recognized institution and minimum of 60 months of demonstrated experience as an IT

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Project Manager. Would a Certified Management Consultant certification be considered a relevant professional certification?

**Answer #22:**

DND would consider a Certified Management Consultant certification to be relevant.

**Question #23:**

Paragraph 3.1 (d) on page 12 of 41 in the RFP states that “...Bidders must submit a separate bid for one or more Work Package...” Since the next paragraph clarifies that bidders can submit “...Only One Bid for each Stream and Work Package:” para (d) seems to imply that the Crown is requesting bidders to submit a separate physical proposal for each work package.

Would the Crown accept one complete proposal for everything the proponent elects to bid on with each Stream and related Work Package(s) clearly identified?

**Answer #23:**

Please refer to answer #11 of the solicitation amendment 002.

**Question #24:**

For Stream 1, Work Package #1: data Management experts – Resource #2 A4 ERP Systems Analyst, Level 2. Can you please clarify MT11 and give an example of an acceptable ERKS? The Bidder’s proposed resource must possess demonstrated experience with maintenance standards involving an Electronic Record Keeping System (ERKS).

**Answer #24:**

Please refer to answer #9 of the solicitation amendment 002.

**Question #25:**

Work Package 2, Resources 7,8 and 9 (business consultant) - on page 6 they are level 2; on page 7-they are level 3; and in Stream 1 - Attachment 4.1 - pages 8-10 they are level 2; .and in Stream 1 - Attachment 4.2 rated - pages 4-5 they are level 2.

Could you please confirm whether they are Level 3 or Level 2?

**Answer #25:**

The level of expertise for the resources B3 – Business Consultant is Level 2. Please refer to the amended Article 1.2 – Summary in the Appendix 003 below.

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### APPENDIX 003

*At Article 1.2 – Summary, (m) Stream 1 - Work Package 2 is amended as follows:*

**DELETE: STREAM 1 - WORK PACKAGE 2:**

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
I5 – IM Architect	Level 2	1
B3 – Business Consultants	Level 3	3

**INSERT: STREAM 1 - WORK PACKAGE 2:**

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
I5 – IM Architect	Level 2	1
B3 – Business Consultants	<u>Level 2</u>	3

*At Annex A – Statement of Work, section 6.3.3.3 is amended as follows:*

**DELETE:** Section 6.3.3.3 in its entirety.

**INSERT:** Section 6.3.3.3. In order to perform the tasks outlined above, the resource may use any or all of the following DND-supplied applications:

- a) MS Access
- b) Oracle
- c) MS SQL
- d) SQL Server
- e) MS SharePoint
- f) MS Project
- g) MS Visio
- h) MS Office suites
- i) MS Excel Pivot tables
- j) ADOBE PDF creator
- k) HTML

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- l) DOORS
- m) Assyst (EITSM)
- n) Record and Document Management System