

Questions & Answers #1

Q1. MANDATORY REQUIREMENTS - Response table 1 (page 5) refers to M15 Branding - there is no corresponding definition/explanation of branding in the SOW (page 17)

R1. M15 Branding is no longer a Mandatory requirement.

Q2. In the SOW, Page 18, point 4.2 Rated Section Bidder Instructions states "Bidders must limit their response for each rated requirement to an absolute maximum of 500 words unless otherwise specified." Please clarify:

- if this means 500 words total for a requirement like 4.3 a) to e) inclusive or 500 words for 4.3a, 500 words for 4.3b, 500 words for 4.3c etc.

R2. Where there are several components to a requirement, the bidder is allowed 500 words for each component.

For example:

4.3 a) 500 words

b) 500 words

c) 500 words

d) 500 words

e) 500 words

- how are images and tables counted in the word count

They are not counted in the word count as long as they are actual diagrams and NOT something along the lines of screen captures of text. Images and tables cannot replace text, they can only support it.

- can bidders point to urls in their response

No, bidders cannot point to urls in their response to mandatory, rated requirements or additional functionality and features.

Q3. There are numerous inconsistencies in the numbering of the rated requirements between the SOW and Response Table 3, for example:

R3. Updated document attached.

Signed copy of this amendment should accompany each tender. If your tender has already been submitted please sign and fax the amendment along with any revisions to tender price, to this office before the close of Tender.

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Please see revised Response table 3

- SOW requirements R4.1 and R4.2 are not included in Response Table 3
- Field copying is R4.17 in the SOW, but R4.19 in Response Table 3
- Response Table 3 refers to R4.35 but there is no corresponding requirement in the SOW
- There are many others, but they are not listed – please advise re these differences.

Q4. Could you provide any dates other than due date of the RFP response, such as demo dates, estimated decision dates, estimated contract negotiation dates, etc.?

R4. Estimated demo 4th week of June

Estimated decision dates: Mid – July

Estimated contract negotiation dates: End of July, early August

Q5. May we get answers to the questions as we ask them, as they will help us with our response, or will answers be provided on a specific date?

R5. All questions and answers must be posted on the Buy & Sell website.

Q6. Page 38: R7.12: System must support a minimum of 30 Concurrent users. Should we provide pricing for 30 concurrent users or more (40, 50, etc.)?

R6. We do not ask about pricing in the SoW

Q7. Response table 1 contains M15 Branding of Outputs. This requirement is not explained in the Statement of Work. Could you provide the details, please?

R7. M15 no longer required

Q8. Response Table 2 Corporate Experience and Named Resources does not contain response tables for R1.5 Bidder's demonstrated experience with Curatorial Management Solutions or R1.6 Training Experience. Do these requirements require responses?

R8. R1.5 Bidder's demonstrated experience with Curatorial Management Solutions and R1.6 Training Experience are no longer rated requirements. No point will be awarded.

Q9. Does the Security Requirements Checklist need to be submitted with our proposal or is it for our information only? Can you send us a clearer version of the Security Requirements Checklist? The one submitted with the RFP is very blurry.

R9. This is for information only.

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Q10. In order to provide an estimate for converting Parks Canada's sample data, a full copy of the sample data must be reviewed. Is it possible to get a copy of the data in one of the following formats? MS Access; Microsoft Excel; CSV; or .bak format

R10. Not available at this time. We do not ask specifically for data migration estimates at any point, what is required is a per diem rate for additional work. Please see:

Modèle de données de la collection archéologique - Archaeological_Collection_data_model.pdf

Modèle de données de la collection historique - Historical Collection data model.pdf

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