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**Gatineau**

**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**

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

**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> EC IT Professional Services - TBIPS	
<b>Solicitation No. - N° de l'invitation</b> 05005-150334/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> 05005-150334	<b>Date</b> 2016-05-18
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-634-30180	
<b>File No. - N° de dossier</b> 634e1.05005-150334	<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 2016-06-08</b>	
<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> Durigan, Angela	<b>Buyer Id - Id de l'acheteur</b> 634e1
<b>Telephone No. - N° de téléphone</b> (873) 469-4990 ( )	<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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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The Request for Proposal (RFP) Amendment 004 is raised to answer Bidders questions and amend the RFP.

## QUESTIONS AND ANSWERS

### Question 6:

For R2 on all streams, corporate experience from as far back as 15 years from the closing date appears to be equally valued to more recent experience. This requirement is overly inclusive in that corporate experience in delivering services in 2001 is unlikely to be a relevant indicator of current capability for professional services firms. Additionally, the quality and likelihood of successful responses from client references from that far back is quite low. Would the crown revise R2 to allow for contract references attained in the last 8 years from the closing date?

### Answer 6:

No, the criteria remains unchanged.

### Question 7:

Please confirm that for M2 and R2 for all streams, the requirement to reference contracts that "have had a total minimum value of \$2,000,000.00 (including applicable taxes) (in Canadian dollars)" means \$2,000,000.00 in services **that were invoiced to the client**. The current wording of this requirement could be interpreted to allow contract references that were awarded, but never utilized. It would seem that the Crown would value prior experience in successfully delivering similar services rather than having contract references for services that were not successfully delivered.

### Answer 7:

No, the \$2,000,000 does not refer to invoiced amounts. The contract must have had a minimum total value of \$2,000,000.

### Question 8:

Please confirm that for all contract references, the Bidder must have been the prime contractor, and not a subcontractor. This means that the Bidder contracted directly with the customer for the work. If the Bidder's contract was to perform work which another entity had itself first contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y for services. Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor. This is a standard item in similar large RFPs run by PWGSC that appears to be missing in this RFP.

### Answer 8:

Confirmed. Please see amendment to RFP below.

### Question 9:

Given that Elections Canada's requirement is for the "provision of IT professional services, on an "as and when requested" basis, in the National Capital Region (NCR)", please confirm that all contract references must be for services delivered in Canada. Currently, the requirement for contract references could be interpreted to value experience attained by firms that provide similar services outside of Canada.

### Answer 9:

Contract references are not limited to services delivered in Canada.

### Question 10:

With respect to M2 and R2 (iii) for Workstream 8 – Database Services: "The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months."

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This stream is for four resource categories and the nature of the services provided by resources in these categories is often specialized and not part of a large IT services contract. Would the Crown consider amending this criteria for Stream 8 to be "The contract must have included the provision of a team of two or more of the resource categories...?"

**Answer 10:**

The criteria is amended to reflect the provision of a team of two or more resources. This amendment will also be applied to Workstream 7. See amendment to RFP below.

**RFP AMENDMENT**

1. At Attachment 2, BID EVALUATION CRITERIA:

**Insert:**

Note: For all mandatory and point-rated evaluation criteria for each Workstream, the Bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer of the work. If the Bidder's contract was to perform work which another entity had itself first contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y for services. Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.

2. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 1 - Business Services, Table 3: Point-Rated Criteria – Corporate - Workstream 1 - Business Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.*

3. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 2 - Web Application Services, Table 5: Point-Rated Criteria – Corporate - Workstream 2 - Web Application Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.*

4. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 3 - Legacy Application Services, Table 7: Point-Rated Criteria – Corporate - Workstream 3 - Legacy Application Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

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**Insert:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.*

5. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 4 - IT Service Delivery Services, Table 1: Point-Rated Criteria – Corporate - Workstream 4 - IT Service Delivery Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.*

6. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 5 - IT Security Services, Table 11: Point-Rated Criteria – Corporate - Workstream 5 - IT Security Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.*

7. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 6 - Architecture Services, Table 13: Point-Rated Criteria – Corporate - Workstream 6 - Architecture Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.*

8. At Attachment 2, BID EVALUATION CRITERIA, Mandatory Evaluation Criteria: Workstream 7 - ITOPS Delivery Services, Table 14: Corporate Mandatory Criteria - Workstream 7 - ITOPS Delivery Services, M2, iii:

**Delete:**

The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.

**Insert:**

The contract must have included the provision of a team of two or more of the resource categories identified in M1 at the same time and for at least six months.

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9. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 7 - ITOPS Delivery Services, Table 15: Point-Rated Criteria – Corporate - Workstream 7 - ITOPS Delivery Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of two or more of the resource categories identified in M1 at the same time and for at least six months.*

10. At Attachment 2, BID EVALUATION CRITERIA, Mandatory Evaluation Criteria: Workstream 8 - Database Services, Table 16: Corporate Mandatory Criteria - Workstream 8 - Database Services, M2, iii:

**Delete:**

The contract must have included the provision of a team of three or more of the resource categories identified in M1 at the same time and for at least six months.

**Insert:**

The contract must have included the provision of a team of two or more of the resource categories identified in M1 at the same time and for at least six months.

11. At Attachment 2, BID EVALUATION CRITERIA, Point-Rated Evaluation Criteria: Workstream 8 - Database Services, Table 17: Point-Rated Criteria – Corporate - Workstream 8 - Database Services, R2, iii:

**Delete:**

*The contract must have included the provision of a team of three or more of the resource categories identified in M3 at the same time and for at least six months.*

**Insert:**

*The contract must have included the provision of a team of two or more of the resource categories identified in M1 at the same time and for at least six months.*

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**