



RETURN BIDS TO:

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**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

11 Laurier St., / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

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

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

Title - Sujet Informatics Pros. Services	
Solicitation No. - N° de l'invitation EN912-152457/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20152457	Date 2016-06-06
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-632-30220	
File No. - N° de dossier 632el.EN912-152457	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-06-27	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lapalme, Francis	Buyer Id - Id de l'acheteur 632el
Telephone No. - N° de téléphone (873) 469-4985 ()	FAX No. - N° de FAX (819) 956-5925
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 002

The following is raised to provide clarification in response to questions received.

Q1 Regarding Corporate Mandatory Requirements M2, the Crown has stated that the Bidder must demonstrate experience with supplying minimum billable days per category (5000 days for Business Analysts, and 2000 days for Business Architects within the past five years), and that they must be demonstrated in a single contract. Given the significant number of billable days requested, this is highly restrictive. The bidders are further required to demonstrate excessively high volumes of billable days in the Point Rated Requirements at R1 to receive maximize points (for example, 10,000 days for Business Analysts) in a single contract. In order for a bidder to demonstrate these number of billable days in a single contract it would have to be a very large-scale, multi-year Supply Arrangement. Given this, the billable days restriction favours heavily towards the incumbents currently providing these services to PSPC and on other large Tier-2 contracts.

Several other recent /current TBIPS RFPs (e.g, 1) Elections Canada, Solicitation #05005-150334 closing June 8/16 requires demonstration of 2,200 billable days for Business Analyst category within 8 contract references, 2) RCMP Solicitation # M7594-160378 closing June 22/16 requires demonstration of 960 billable days for Business Analyst category within 10 contract references) have contained similarly written corporate requirements to M2/R1 but have allowed bidders to demonstrate billable days over a number of contracts as listed above, and not just a single contract. Also in each of these cases, the number of minimum billable days requested were significantly less than those sought after in this RFP. In the interest of a fair, open and transparent competition, we respectfully request that the criteria for M2/R1 allow bidders to use up to 10 contracts within the last 5 years to demonstrate experience in supplying each of the resource categories.

A1 *Please see the changes brought to the attached revised Attachment 2 - Bid Evaluation Criteria.*

Q2 Is there currently, or has there recently been, a contractor or contractors providing services to the Crown that are similar or identical to those being solicited within this RFP? If so, who is the contractor or contractors, what is the total value of the contract, and what are the start and end dates of this engagement?

A2 *Please refer to the information published in the Tender Notice at <https://buyandsell.gc.ca/procurement-data/tender-notice/PW-EL-632-30220>.*

The Contract Periods of these contracts are from June 2010 to September 2016.

Q3 We noted in the summary section of the General Information, that the Crown intends on awarding three (3) contracts. We also note that the anticipated level of effort for the Business Analyst is 20 resources while the Business Architect category will call upon 5 resources.

The Corporate Mandatory Requirements indicate that the bidder must demonstrate the delivery of a Business Analyst resource for 5000 days and a Business Architect for 2000 days. By our math Industry must demonstrate in excess of 21 man years and almost 9 man years respectively. The Crown intends on awarding 3 contracts for 20 resources and for 5 resources this would suggest roughly seven (7) Business Analysts and less than two (2) Business Architects per contract. The corporate requirements, therefore, are beyond excessive.

We would respectfully request that the Crown require contracts no greater than \$2 million with resource requirements not greater than four (4) man years and one (1) man year for the Business Analyst and the Business Architect respectively.

A3 *Please see the changes brought to the attached revised Attachment 2 - Bid Evaluation Criteria.*

Q4 Reference: RFP Attachment 2 – Bid Evaluation Criteria page 2 of 6, under the M2 requirement - “The Bidder must have demonstrated contract experience in supplying all of the following resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past **five years** prior to the Initial Solicitation Closing Date*. For each individual resource category, the Bidder must demonstrate the required Minimum Billable Days in a single contract.....” .

Due to the considerable amount of Billable Days to be demonstrated on one contract, we would ask that the current five-year time frame be expanded to a seven-year time frame to allow for the Crown to receive a more competitive set of responses to this RFP.

A4 *Please see the changes brought to the attached revised Attachment 2 - Bid Evaluation Criteria.*

Q5 Due to considerable current government RFP activity, in addition to the advent of the summer holiday period, we respectfully request a two (2) week extension to the proposal delivery date to provide us sufficient time to develop a quality, competitive response.

A5 *Canada has considered your request. However, the bid solicitation closing date will remain unchanged at this time.*

- Q6** For Corporate Mandatory M1, Bidders are instructed that M1 requirement “must be demonstrated in a signed letter not by the bidder but by the other party of each of the 2 contracts”. When referencing Federal Government contracts for M1, will the crown accept the signed cover page of the contract by the Procurement/Contracting Authority (which includes limitation of expenditure/contract value, contact person including phone number, contract serial number and Vendor/Firm Name) as meeting the signed letter component of M1?
- A6** ***No, a signed cover page of the contract by the Procurement/Contracting Authority (which includes limitation of expenditure/contract value, contact person including phone number, contract serial number and Vendor/Firm Name) will not meet the signed letter component of M1 when referencing Federal Government contracts.***
- Q7** Regarding Corporate Mandatory Criteria M2 and Corporate Rated Requirement R2: We have been a top supplier to the Federal Government for over 20 years. Specifically, we have been providing business analysis services on Pay and Pension systems at DND, PWGSC and RCMP for the same amount of time. As such, we understand the requirement to be able to provide 10,000 days on a single contract. That being said, we feel that limiting these 10,000 days (to score full points) within the last 5 years is unduly restrictive. Would the Crown please considering changing the requirement to within the last 8 years on one single contract but the time being claimed has to have been performed within a 5 year period within the last 8 years.
- Would the crown please consider amending the requirement to the following:
- “The Bidder must have demonstrated contract experience in supplying all of the following resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past **eight** years prior to the Initial Solicitation Closing Date*. For each individual resource category, the Bidder must demonstrate the required Minimum Billable Days in a single contract **and the time claimed must have been performed within a five year period.**”
- A7** ***Please see the changes brought to the attached revised Attachment 2 - Bid Evaluation Criteria.***

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

ATTACHMENT 2 – BID EVALUATION CRITERIA – revision 1

1.0 CORPORATE MANDATORY REQUIREMENTS

Criteria	Mandatory Criteria	Bidder's response	
		Met Y/N	Demonstrated Experience (Bidders to insert data)
M1	<p>The bidder must have been a party to 2 contracts for the delivery of Informatics Professional Services*, 1 contract must have been with a Government**, both contracts must have had an effective date within the last 5 years of the Initial Solicitation Closing Date*** with a minimum value of \$5M****. A summary of the scope and key responsibilities under each contract must be provided.</p> <p>The above requirement must be demonstrated in a signed letter not by the bidder but by the other party of each of the 2 contracts. The name of the other party and the name of a contact person for that party must be provided in the letter. It is requested that an email and phone number also be provided. It is also requested that the description of the informatics professional services be limited to one paragraph and the contract title or serial number be included.</p> <p>*Informatics Professional Services are professional services provided by the Bidder in support of an information technology or information management project or contract.</p> <p>**Government means the Federal, Provincial or Municipal Government. The Federal Government means any department, agency, board of the Government of Canada or a Crown corporation.</p> <p>***Initial Solicitation Closing Date is 2016-06-27.</p> <p>****value is defined as either the amount specified in the limitation of expenditure article of a contract, plus Applicable Taxes or the total price in the contract, whichever is the highest.</p>		

Criteria	Mandatory Criteria	Bidder's response										
		Met Y/N	Demonstrated Experience (Bidders to insert data)									
M2	<p>The Bidder must have demonstrated contract experience in supplying all of the following resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past seven years prior to the Initial Solicitation Closing Date*. For each individual resource category, the Bidder must demonstrate the required Minimum Billable Days in a maximum of two contracts. Only the first four contracts identified will be considered.</p> <p>Bidder must provide the completed Appendices A and B of Attachment 2.</p> <table><tr><th>#</th><th>RESOURCE CATEGORY</th><th>MINIMUM BILLABLE DAYS PER CATEGORY</th></tr><tr><td>1</td><td>Business Analyst – Level 3</td><td>5000</td></tr><tr><td>2</td><td>Business Architect – Level 3</td><td>2000</td></tr></table> <p>*Initial Solicitation Closing Date is 2016-06-27.</p>	#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY	1	Business Analyst – Level 3	5000	2	Business Architect – Level 3	2000		
#	RESOURCE CATEGORY	MINIMUM BILLABLE DAYS PER CATEGORY										
1	Business Analyst – Level 3	5000										
2	Business Architect – Level 3	2000										

2.0 CORPORATE RATED REQUIREMENTS

Point Rated Criteria		Max Points	Bidder's Response				
			Evaluation Guideline	Cross Reference to Contract Reference(s)			
R1	The Bidder should demonstrate its billable days experience in excess to the minimum Billable Days per category under M2.		100	The bidders demonstrated "Total Billable Days" provided in response to M2 will be used to evaluate this criterion. The bidder will be awarded points as demonstrated in the example evaluation scenario on the left side. In this example, the bidder would score 77.00 points out of a possible 100 points.			
	EXAMPLE EVALUATION SCENARIO						
	BILLABLE DAYS						
	RESOURCE CATEGORY	(A)			(B)	(C)	(D)
		BIDDER'S TOTAL			MINIMUM BILLABLE DAYS IDENTIFIED UNDER M2	BILLABLE DAYS IN EXCESS OF M2	BIDDER % INCREASE TO A MAXIMUM OF 100 (Rounded to two decimal places)
		App A to Att B				(C)=(A)-(B)	(D)=(C)/(B)*100
		Business Analyst – Level 3			7700	5000	2700
	Business Architect – Level 3	4500			2000	2500	100.00
	BIDDER SCORE = SUM OF (D) FOR ALL 2 CATEGORIES / 2				77.00		
	MAXIMUM AVAILABLE POINTS				100		
	MINIMUM POINTS REQUIRED				60		
	POINTS ACHIEVED						
TO BE RESPONSIVE, THE BIDDER MUST OBTAIN A MINIMUM OF 60 POINTS							

APPENDIX A OF ATTACHMENT 2
RFP BILLABLE DAYS RESPONSE TABLE

Bidder Name: _____

By providing a response, the bidder certifies that billable days provided occurred during the billing period indicated above for ALL of the resource categories listed.

RESOURCE CATEGORY	NUMBER OF BILLABLE DAYS		
	Cross Reference to Contract Reference # Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)	Cross Reference to Contract Reference # Billing Period: ____/____/____ (dd/mm/yy) To ____/____/____ (dd/mm/yy)
Business Analyst (Level 3)			
Business Architect (Level 3)			

APPENDIX B OF ATTACHMENT 2

RFP CONTRACT REFERENCE RESPONSE FORM

To meet 1.0 M2 of attachment 2, the Bidder must have demonstrated contract experience in supplying all of the resource categories or similar resource categories, for the required Minimum Billable Days per category, within the past seven years prior to the Initial Solicitation Closing Date. For each individual resource category, the services provided must have been provided using a maximum of two contracts. All resources provided must have completed at least 50% of the tasks detailed in section 3 (tasks) of Annex A (SOW), for the resource category for which they were provided.

Bidder Name: _____ Bidder Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Government client (Yes/No)

Client Organization Name

Client Contact Name

Address

Telephone

Fax

E-mail

SECTION 2: CONTRACT INFORMATION

Contract Value

Award Date

Expiry Date

Description of requirement:

SECTION 3: RESOURCE DETAILS	
Category of Personnel and Level	Tasks performed under the contract with a cross reference to each specific SOW associated task