



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**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 TBIPS_IT Professional Services	
Solicitation No. - N° de l'invitation EN869-161257/A	Amendment No. - N° modif. 008
Client Reference No. - N° de référence du client 20161257	Date 2016-08-15
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-615-30347	
File No. - N° de dossier 615el.EN869-161257	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-08-29	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Ghaddab, Nabil	Buyer Id - Id de l'acheteur 615el
Telephone No. - N° de téléphone (873) 469-4984 ()	FAX No. - N° de FAX () -
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

This Solicitation amendment is raised to answer questions received from Bidders and to modify the Solicitation.

QUESTION 1 – Reference C.M 2 and C.R 1

Would Canada please allow bidders to present an unlimited number of contracts in response to C.M2 and C.R1?

ANSWER 1

Canada has reviewed the request, however the RFP remains unchanged.

QUESTION 2

The TBIPS Project Coordinator and Project Administrator Categories have the same duties listed and the same amount of experience required. Given that these two categories are the same, would Canada please remove the Project Coordinator category from C.M1 and C.R2?

ANSWER 2

Canada has reviewed the request, however the RFP remains unchanged. Bidders are to refer to the Statement of Work where it demonstrates that those two categories will be performing different tasks.

QUESTION 3

Would Canada please reduce the required number of billable days for the Change Management Consultant Level 3 by half for C.M1?

ANSWER 3

Canada has reviewed the request, however the RFP remains unchanged.

QUESTION 4

Could the Crown please amend requirement C.M1 to read: To be accepted, each of these contracts must have been awarded within the past five years, *or have been ongoing for the past five years* prior to the solicitation closing date.

ANSWER 4

Agreed. See RFP amendment below.

RFP Amendment:

At Attachment B, Bid Evaluation Criteria, 1.1 Corporate Mandatory Requirements

DELETE: C.M1 in its entirety

INSERT:

Criteria	Mandatory Criteria	Bidder's response	
		Met Y/N	Demonstrated Experience (Bidders to insert data)
C.M1	<p>The Bidder must have been awarded at least three Informatics Professional Services* contracts. To be accepted, each of these contracts must have:</p> <ol style="list-style-type: none"> 1. been awarded within the past five years or have been ongoing for the past five years prior to the solicitation closing date; and 2. a minimum value of \$5,000,000.00. <p>The Bidder must submit for each contract:</p> <ol style="list-style-type: none"> (1) A letter from its client (referencing a contract award date and a contract serial number or other unique contract identifier) or a signed contract (referencing a contract award date, the value of the contract and a contract serial number or other unique contract identifier), that shows that the Bidder is providing or has provided such services under a contract with a minimum value of \$5,000,000.00; and (2) The name, telephone number and, if available, e-mail address of a contact person at the customer who received each invoices submitted under (1) above, so that Canada may verify any information provided by the Bidder. <p>The following definitions apply to the evaluation of bids:</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>		

QUESTION 5

Will the Crown please amend requirement C.M1 to read: The Bidder must submit for each contract: A letter from its client (referencing a contract award date and a contract serial number or other unique contract identifier), *or a signed contract (referencing a contract award date, the value of the contract and a contract serial number or other unique contract identifier)*, that

shows that the Bidder is providing or has provided such services under a contract with a minimum value of \$5,000,000.00.

ANSWER 5

Agreed. See RFP amendment incorporated into the answer to question 4 above.

QUESTION 6

Mandatory Requirement C.M2 states that Bidders must demonstrate “*that the tasks performed by each named resource included at least 50%¹ of the associated tasks listed in Annex A for the same Resource Category under which the Bidder is claiming Billable Days for*” in order to substantiate.

We respectfully request that the requirement for resource names (first and last) be removed from Mandatory Requirement C.M2 and that Bidders be allowed to provide unique numeric or alpha-numeric identifiers which can be cross-referenced to confirm the accuracy of the information provided.

ANSWER 6

Canada has reviewed the request, however the RFP remains unchanged. Should Canada opt to verify the tasks completed by the resource, the name of that resource is required for the client organization to complete the reference check. Bidders are instructed to ignore Answer 3 to Question 3 of Amendment 006. See RFP amendment below.

RFP Amendment:

At Attachment B, Bid Evaluation Criteria, 1.1 Corporate Mandatory Requirements

DELETE: C.M2 in its entirety

INSERT:

Criteria	Mandatory Criteria	Bidder's response	
		Met Y/N	Demonstrated Experience (Bidders to insert data)

Criteria	Mandatory Criteria	Bidder's response		
		Met Y/N	Demonstrated Experience (Bidders to insert data)	
C.M2	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 5 years prior to the solicitation closing date. The services provided must have been provided under a maximum of 5 contracts for all 5 categories.			
	TABLE C.M2			
	RESOURCE CATEGORY			MINIMUM NUMBER OF BILLABLE DAYS
	Project Manager – Level 3			2200
	Project Manager – Level 2			2640
	Project Coordinator – Level 3			1200
	Project Administrator – Level 3			1100
	Change Management Consultant – Level 3			880
To be considered responsive to this mandatory criterion: 1. The Bidder must demonstrate that the tasks performed by each named resource included at least 50% ¹ of the associated tasks listed in Annex A for the same Resource Category under which the Bidder is claiming Billable Days for. <i>¹For evaluation purposes, 50% will be rounded up (e.g. 50% of 17 tasks = 8.5 tasks, which will be rounded up to 9 tasks).</i> The Bidder must provide a completed Appendix A to Attachment B; and The Bidder must provide a completed Appendix B to Attachment B for each referenced contract.				

QUESTION 7

With regards to the rated criteria C.R2 and RFP Amendment 007, Question and Answer 2:

The evaluation guideline is now confusing, could you please clarify?

ANSWER 7

The RFP is amended to clarify the evaluation guideline.

RFP Amendment

At Attachment B, Bid Evaluation Criteria, 1.2 Corporate Rated Requirements

DELETE: C.R2 in its entirety

INSERT:

Point Rated Criteria	Max Points	Bidder's Response	
		Evaluation Guideline	Cross Reference to Contract Reference(s)
<p>C.R2 The Bidder should demonstrate its contract experience in supplying 5 resources or more within a period of three consecutive months. The experience must have occurred during the five years prior to the solicitation closing date.</p> <p>To obtain points, the Bidder must:</p> <ol style="list-style-type: none"> 1. demonstrate that one or more contracts it has referenced to meet Criteria C.M2 meets the following: <ol style="list-style-type: none"> a. The start date for all 5 resources or more occurred within the same three-month period during the 5 years prior to the solicitation closing date; and 2. provide a completed Appendix C to Attachment B for each contract. 	60	<p>0 points if there are no contracts demonstrating this experience</p> <p>20 points for each contract meeting this criterion, up to a maximum of 60 points, or 60 points for one contract referenced to meet Criteria C.M2 demonstrating a start date for all 15 resources or more occurring within the same three-month period during the 5 years prior to solicitation closing date.</p>	

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED