



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

*as instructed in the RFSO/RFSa solicitation
document, Component I, Part 2, article 2

**Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement**

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

Electronic Information Technology Professional Srv
Div/Div des srv professionnels en technologie de
l'information électronique
11 Laurier St. / 11 rue Laurier
Portage III 0A1 - 1
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K1A 0S5

Title - Sujet TBIPS / SPICT	
Solicitation No. - N° de l'invitation EN578-170432/A	Date 2016-08-18
Client Reference No. - N° de référence du client 20170432	Amendment No. - N° modif. 005
File No. - N° de dossier 004ei.EN578-170432	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$EI-004-30363	
Date of Original Request for Supply Arrangement 2016-07-21 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-08-31	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: IMOS MDAI	Buyer Id - Id de l'acheteur 004ei
Telephone No. - N° de téléphone (866) 930-4667 ()	FAX No. - N° de FAX (819) 956-7827
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

SOLICITATION AMENDMENT 005

This amendment is raised to:

- A. (left blank)**
 - B. Note to Existing TBIPS Holders**
 - C. Answer questions received from bidders**
-

A. (n/a)

B. Clarification #2

DCC note to Existing TBIPS Holders that are now bidding for an additional Tier:

(For example: an existing SA Tier 1 and/or Tier 2 Holder now bidding for the SO, or
An existing SO and/or SA Tier 1 Holder now bidding for Tier 2):

From the "Supplier Home Page" in the DCC, ensure that you:

- Click "Tiers" and add the new Tier to your bid
- Click "Regional Information" and add all the applicable regions and metropolitan areas to the new Tier
- Click "Mandatory Criteria" and add the new Tier to a "Group" or create a new "Group" if required
- Click on the applicable "Group" and then select "Stream Information". Identify the streams that you are already qualified for as 'currently offered'. For each of those streams click on "View Categories for Stream "X". Identify the categories that you are already qualified for as 'currently substantiated' and 'currently unsubstantiated' as applicable.
- Please refer to the step by step instructions located in Attachment C to Component I Guide to CPSS Supplier Module for Technical and Financial Responses.

C. QUESTIONS and ANSWERS

QUESTION 33

Enquiries for the bid are due on August 16th. Can you confirm the time?

Answer to Question 33:

Midnight

QUESTION 34

"Section II Financial bid" on the Submission grid on page 14 (sic):

Can you confirm to avoid filling out Section II-Financial bid, if we are not bidding for SO

Answer to Question 34:

Confirmed

QUESTION 35

Can you send us description of each category under each stream?

Answer to Question 35:

Category descriptions (Requirements for Services) are available online. Refer to:

- Attachment A to Component I, M.5 Identification of Categories, first paragraph,
- Solicitation Amendment 003 Clarification #1
- <http://www.tpsgc-pwgsc.gc.ca/app-acq/sptb-tbps/categories-eng.html>

QUESTION 36

- a) To qualify a category from 'currently unsubstantiated' to now 'substantiated' do we only need to submit one reference?
- b) For example, if we change a status from not offered to newly offered for a stream under Tier 2, minimum references needed are 9.
- (i) Does that mean we must provide references for 9 different categories or
- (ii) Do we need 9 references for each category?

Answer to Question 36:

- a) Yes. That category will be subject to a reference verification process. Please refer to Attachment A to Component I, M.5 Identification of Categories, article 3., second paragraph.
- b)
- (i) You must ensure that the minimum number of substantiated categories is met for a given stream to qualify for Tier 2. If you are not already qualified in a Stream under the SO or SA Tier 1 then the answer is "Yes, you need to qualify for a minimum of 9 substantiated categories in your example to meet the Tier 2 requirements for M.5".
- However, if you are an existing SO or SA Tier 1 Holder in that Stream then you must substantiate enough additional categories to meet the Tier 2 requirements. Please refer to Question and Answer 12a) (ii) from Solicitation Amendment 003 and to Clarification #2 from this Solicitation Amendment.
- (ii) No. Please refer to Answer 37 below.

QUESTION 37

What if we only have 9 references for 1 category under 1 stream - how do we add this on the portal? Will this disqualify us? Or do we need 9 unique category references?

Answer to Question 37:

Only one (1) reference can be submitted per category.

QUESTION 38

- a) Does applying for Tier 2 automatically qualify us for Tier 1?
- b) Do we need to repeat/copy/paste the same reference in the online portal for the category under Tier 1?
- c) Does the reference have to be local? or can it be global?

Answer to Question 38:

- a) No, applying does not automatically qualify a bidder for either Tier. Information submitted will be evaluated according to the Mandatory Technical Evaluation Criteria.
- b) If you are a new bidder, then you can add the SO/SA1/SA2 into one (1) 'Group' in the DCC and enter the reference information for a category one time.

If you are an existing Supplier, then refer to Step 12 from Attachment C to Component I “Guide To CPSS Supplier Module for Technical and Financial Responses” as well as to Clarification #2 from this Solicitation Amendment.

- c) Both are acceptable.

QUESTION 39

- a) Can we reuse a reference for more than 1 category under the same stream if applicable?
b) Will this count towards the total cumulative value billed for each Tier?

Answer to Question 39:

- a) Yes
b) No. TCVB is required to satisfy the Mandatory Criterion “M.4 Total Cumulative Value Billed (TCVB)” whereas category substantiation is required to satisfy Mandatory Criterion “M.5 Identification of Categories”. M.4 and M.5 are separate mandatory criteria.
Please refer to Attachment A to Component I.

QUESTION 40

For Tier 2 minimum 9 references are required under one stream (for example: Stream 1). What if we have 12M value references for 1 category only? Do we still need to provide additional 8 references of a lower dollar value to meet the minimum of 9 references?

Answer to Question 40:

Refer to Answer 39 b) above

QUESTION 41

In the recent amendment 003: 12 a) ii) *If an organization is intending to submit a bid for Tier 2 and is a current Tier 1 supplier, are categories that are ‘currently substantiated’ under Tier 1 to be marked as ‘Currently substantiated’ under the Tier 2 category on the DCC?*

Answer: Yes. (Note, To identify a category as ‘currently substantiated’ or ‘currently unsubstantiated’, you must first identify the stream as ‘currently offered’).

Our question

Does this mean:

For example, if we qualified previously for stream 1 in Tier 1;

- a) Do we now go in and change the stream to ‘currently offered’ from ‘not offered’ for Tier 2?
- b) i. Do we then change the category to ‘currently substantiated’ from ‘please select’ for the categories that we previously (*qualified for as*) ‘substantiated’ in Tier 1 for Tier 2?
ii. When we do this, it does not ask us to provide a reference. Are the references from Tier 1 automatically applied to Tier 2?
iii. Or should we be selecting ‘Newly substantiated’ instead and providing a reference.
- c) As per the answer to 12 a)ii) if we do select ‘currently substantiated’ for Tier 2 categories (because we qualified previously for Tier 1), are we supposed to ignore the Tier 2 requirement (of \$12M)? or do you want us to provide new references that add up to 12M.

- d) Can we provide more than 1 reference for a category (that adds up to 12M?), if so how? As the tool does not allow this
- e) Will you be reaching out to the previous references again from Tier 1 for Tier 2?

Answer to Question 41:

- a) Yes
- b)
 - i. Yes
 - ii. The Grandfather Certification would apply to these categories.
 - iii. If the bidder is not currently qualified for the minimum number of substantiated categories in a given stream to qualify for Tier 2, then it must bid for additional categories as 'newly substantiated' in that Stream to meet the Tier 2 requirements.
- c) No, you can't ignore the Tier 2 requirements required for the \$12M for TCVB. Please refer to:
 - Answer 39b) above, and
 - FAQ 2 and FAQ 3 from Solicitation Amendment 001.
- d) Please refer to Answer 37 and 39 b) from above.
- e) Please refer to Answer 12 a) (i) from Solicitation Amendment 003

QUESTION 42

- a) We are an existing SO and/or SA Holder and would like to only submit for this re-compete our existing SA categories, requesting no changes to our SA categories. Can you please confirm that we still need to complete Column C using the grandfather clause?
- b) In the DCC tool how do you de-select the SO categories?

Answer to Question 42:

- a) Confirmed. Please refer to Question & Answer 3 from Solicitation Amendment 002 and to FAQ 1 from Solicitation Amendment 001.
- b) This part of the DCC is locked because you are an existing Standing Offer (SO) holder. If you no longer intend to offer services under the Standing Offer, then do not submit any rates in the DCC. Canada will have the capability to remove the SO from your submission only during the evaluation period. Therefore, after the bid closing date, you are asked to send an email to the TBIPS office to request that Canada remove the SO from your submission:
RCNMDAI.NCRIMOS@tpsgc-pwgsc.gc.ca

QUESTION 43

- a) Can we use one reference for multiple categories in a stream?
- b) Can we use the same references for categories in different streams?
- c) Is there a way to refer to a reference that has already been entered without having to key in their contact details again?

Answer to Question 43:

- a) Yes. Ensure that the same reference details are fully entered for each category.
- b) Yes. Ensure that the same reference details are fully entered for each category.
- c) No

QUESTION 44

We will bid with the Grandfather certificate since we were awarded the SA Contract Tier 1 and 2 beginning of 2016.

Page 2 of 15 of the bid document, states that:

"Annexes to Component III:

*Annex A Qualified Categories and Rates
Annex B Availability Confirmation Form (ACF)*

Existing Supply Arrangement Holders who wish to apply for a Standing Offer will be required to complete the SO section in the Data Collection Component in its entirety to match their SA profile and must reflect those categories for which a bidder is already qualified. Bidders wishing to add new SO categories must otherwise comply with the requirements of the solicitation. Canada will not clarify offered rates with the bidder."

Annex A to Component III – Standing Offer (states that:)

*"Annex A to component III - Standing Offer
Qualified Categories and Rates*

Annex A to Component III will be attached to the TBIPS Standing offer upon award"

Please confirm if in the Data Collection Center under the Financial Rates for Standing Offer:
We need to input a rate or should it be left blank?

Answer to Question 44:

If you are bidding for the Standing Offer, then you must input firm per diem rates into the DCC under "Financial Rates for the Standing Offer". Rates are not applicable to the Supply Arrangement.

Please refer to Attachment B to Component I "Standing Offer Financial Evaluation".

Note: Annex A to Component III, in its current state, is the place holder for the resulting qualified categories and rates.

QUESTION 45

The "Submission Grid" Column "C" indicates Integrity Provision Certification is to be submitted by DCC and email (upon request).

In PART 5 – CERTIFICATIONS, there's a signature block for Grandfather Certification and Bidder's Statement.

However, there's no signature block for the Integrity Provision Certification. Are we to assume this is covered by Part 5, Section 4, sub section A - Integrity Provisions:

"By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in full compliance with the Integrity Provisions causes of Attachment D, Section 01 of the Standard Instructions - Request for Standing Offers and Supply Arrangements - Competitive Requirements. The related documentation required will assist Canada and confirming that the certifications are true."

Answer to Question 45:

Regarding Certifications: Bidders are instructed to submit all the certifications through their DCC bid by the closing date and time. After the closing date, Canada will contact bidders by email to request the required supporting information (including signatures where applicable) as outlined in the solicitation. Please refer to:

- Solicitation Amendment 001, FAQ 9
- Solicitation Amendment 002, Question and Answer 3
- Solicitation Amendment 002, Question and Answer 8

QUESTION 46

The Federal Contractor Program for Employment Equity field on the DCC application indicates the following option under "What is the supplier's FCP-EE Status":
is subject to the requirements of the FCP, having a workforce of 100 or more full- time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;

Please clarify the method of submitting "a duly signed certificate of commitment" and when this should be provided by bidders?

Answer to Question 46:

The Agreement to Implement Employment Equity form is available directly from the Employment and Social Development Canada's (ESDC) website at: <http://www.servicecanada.gc.ca/fin/index.jsp?app=prfl&frm=lab1168&lang=eng>

If the FCP EE applies, bidders are to send the completed form directly to ESDC by email as instructed on the form.

All other terms and conditions remain unchanged.