



**RETURN BIDS TO:
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À :**

Public Safety and Emergency
Preparedness Canada
Contracting and Procurement Section
340 Laurier Avenue West,
1st Floor Mailroom –
Ottawa ON K1A 0P8
Attention: Krystal Maloney

QUESTION AND ANSWER #2

Offer to: Public Safety and Emergency Preparedness
Canada

We hereby offer to provide to Canada, as represented by
the Minister of Public Safety and Emergency Preparedness
Canada, in accordance with the terms and conditions set
out herein or attached hereto, the goods, services, and
construction detailed herein and on any attached sheets.

Offre au: Ministère des Sécurité publique et Protection civile
Canada

Nous offrons par la présente de fournir au Canada, représenté par le ministre de la Sécurité publique et Protection civile Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée.

Comments – Commentaires:

**BIDDERS MUST WAIT TO HAVE THEIR
PROPOSALS TIME STAMPED IF THEY ARE
HAND DELIVERING TO THE MAILROOM**

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**Issuing Office – Bureau de
distribution**

Public Safety and Emergency Preparedness
Canada
Contracting and Procurement Section
269 Laurier Avenue West
13th Floor, Office 13B-37
Ottawa, Ontario
K1A 0P8

Title – Sujet Capacity of Forensic Laboratories in Canada to Test for Drugs	
Solicitation No. – N° de l'invitation 201704838	Date 2017-01-13
Solicitation Closes – L'invitation prend fin	
At – à On – le	Time Zone Fuseau horaire
02:00 PM 2017-01-24	EST
Delivery Required – Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Krystal Maloney	
Telephone No. – N° de telephone (613) 949-9921	FAX No. – N° de FAX (613) 954-1871
Destination – of Goods, Services and Construction: Destination – des biens, services et construction: Public Safety Canada 269 Laurier Avenue West, Ottawa, Ontario K1A 0P8	
Security – Sécurité No Security requirements	

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
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Signature	Date



QUESTION AND ANSWER #2

Question #1

Please define “research instrument” as referenced from Page 4 (second paragraph) of Amendment #1.

Answer #1

As per the following sentence in the cited paragraph: The researcher will design either or both: a questionnaire to be sent to the laboratories; an in-depth interview guide. This is consistent with the identified task 4.3.

Question #2

My understanding is that the interview/questionnaire is to be directed to the selected test labs, so what does it mean by “selection of interview/questionnaire subjects” as outlined on page 19 (Part 5 – R3) of the RFP? Is it requesting a proposal plan on how to select the best test lab(s) amongst a number of candidates, where a rough guideline (or detailed questionnaire) is needed for this screening process?

Answer #2

The bidder is expected to demonstrate their ability to design the sampling frame of the laboratories that will be included in the study, both in Canada and in the U.S. It is up to the bidders to demonstrate their capacity in designing the sample in a concise and convincing manner. While the RFP states that “[t]he PA could assist the successful bidder with the list of laboratories in Canada, as well as share ideas for the questions that should be asked on the research instrument” (p. 11), it is expected that the bidders would have full ability to create the list of laboratories in Canada and the U.S. by themselves, as well as design the sample and demonstrate the capability of understanding the scope of work required to create the sample.

Question 3

Does this RFP require summary of any literature review on the topic of laboratory testing drugs, which also includes international perspective on the capacity of forensic labs to process drug-related samples?

Answer 3

A literature review is not required as part of the bid response. It is only required upon contract award. However, as part of Part 5, Evaluation Criteria and Selection Methodology, the Bidder is required to submit a work plan and approach and methodology detailing how work will be conducted should that Bidder be awarded the contract. How the work plan and approach and methodology will be evaluated is detailed further in the column entitled Points Breakdown.

Question 4

How many pages / number of words would you suggest this bid to contain?



QUESTION AND ANSWER #2

Answer 4

Public Safety Canada will not suggest pages or number of words. There is no limit or minimum requirement. It is the Bidder's responsibility to fully demonstrate how they meet the requirements of the solicitation within their bid response.

Question 5

The RFP for Solicitation No. 201704838 makes reference to the "DNA Forensic Laboratory Services Cost and Capacity Review" study by Government Consulting Services (2009).

This study does not appear to be available online.

Will the Client make a copy of this study available so that it can be considered in our response to the RFP?

Answer 5

In 2009-10, the DNA Forensic Laboratory Services Cost and Capacity Review was finalized and shared with all FPT partners. However, it is currently not available on the PWSSGC, PS, or Depository Services of Canada web site. Thus, Public Safety Canada is willing to share the report confidentially with bidders. To obtain a copy, Bidders may submit a written request directly to the Contracting Authority no later than bid closing. Bidders are to treat the report as property of the Crown and may only be used for the purposes of developing a bid for this project and, if the bid is successful, for completing the requirements of the RFP.

END