



RETURN BIDS TO : - RETOURNER LES SOUMISSION À:

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)

Blank lines for bidder name and address

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder - Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)

Telephone No. - No de téléphone

Fax No. - No de télécopieur

E-mail address - Adresse de courriel

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Form containing details: Title - Sujet (Employee Assistance Program (EAP) - Quebec Region), Solicitation No. (1000331717), Date (2017-01-13), Amendment No. (003), Solicitation closes (2017-01-17 at 2:00 P.M.), Time zone (EST/HNE), Contracting Authority (Henrique Carrera), Telephone No. (613) 219-8406, Fax No. (613) 948-2459, Destination (See herein), and a security requirement notice.



SOLICITATION AMENDMENT # 003

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP.

1. QUESTIONS AND ANSWERS

Q1. Related to Appendix 1: Mandatory Criteria:

As per Mandatory Criteria 3 d) The Bidder must demonstrate that 4 (1 in Montreal; 1 in Chicoutimi-Jonquière; 1 in Quebec City; and 1 in Trois-Rivières-Shawinigan) or more of their proposed professional counsellors have Basic or Level 1* training in Critical Incident Stress /Trauma Management in addition to the mandatory education and experience requirements outlined in 3 a) and 3 b). This training must have been facilitated by experts in the trauma management field, as demonstrated by their credentials and experience in areas related to Post Traumatic Stress/Critical Incident Stress. The minimum of 4 proposed professional counsellors who have basic* training in Critical Incident Stress /Trauma Management are not required to physically be located within each city listed in the Statement of Work, but may be required to travel within the province at the Bidder's expense.

The proposed resources must be located within a radius of how many kilometres from the city? For example, can a professional counsellor in Alma, less than 50 km away, be considered for the Jonquière-Chicoutimi region?

A2. No, the proposed resources could be located anywhere in the province. The minimum of four (4) professional counsellors who have basic training in Critical Incident Stress/Trauma Management (1 in Montreal; 1 in Chicoutimi-Jonquière; 1 in Quebec City; and 1 in Trois-Rivières-Shawinigan) do not have to be physically located in each of the aforementioned cities, but must be able to travel as required at the bidder's expense.

Question 2

May we request that the Closing Date be extended?

Answer 2.

The CRA must adhere to an aggressive timeline as it will no longer have an Employee Assistance Program service provider for the Quebec Region after May 31, 2017. As a result, the CRA is unable to consider an extension.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED