



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Travaux publics et Services gouvernementaux
Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

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

The Request for Proposals contains a security requirement.

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

Issuing Office - Bureau de distribution
Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage
Montréal
Québec
H5A 1L6

Title - Sujet Gardiennage	
Solicitation No. - N° de l'invitation 47477-172248/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client 47477-17-2248	Date 2017-02-03
GETS Reference No. - N° de référence de SEAG PW-\$MTB-545-14201	
File No. - N° de dossier MTB-6-39333 (545)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-02-14	
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: Niquette, Caroline	Buyer Id - Id de l'acheteur mtb545
Telephone No. - N° de téléphone (514) 496-3730 ()	FAX No. - N° de FAX (514) 496-3822
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

Questions and Answers

Q-1: Cover Page and Part 2

In which of the 3 sections should we include the duly completed cover page and Part 2 of the tender?

A-1: Answer: With Section III - Certifications

Section III: Certifications
Bidders must submit the certifications and additional information required under Part 5.

Q-2: Part 3 – Bid Preparation Instructions (p. 8)

Can we provide the electronic versions of our bid on USB key rather than on CD?

A-2: Answer: Yes, you can provide the electronic versions on USB key with the exception of Section III – certifications where we have requested a hard copy only.

Q-3: Part 4 – Evaluation Procedures and Basis of Selection (p. 10 to 13)

In the event of a case where the estimated number of overtime hours is exceeded, will we be able to charge for the additional overtime hours?

A-3: Answer: The identified estimated hours are used for evaluation purposes only. Overtime hours require the pre-approval by the Project Authority to be worked and invoiced.

Q-4: Part 6 – Security, Financial and Other Requirements

In which of the 3 sections should we include Part 6 and the associated required documents?

A-4: Answer: The 2 requirements related to security as well as the insurance requirements, must be submitted with Section III. The security agency permit must be submitted with Section I – Technical Bid. The Financial capacity will be evaluated only on the Bidder who is ranked number one and will be conducted prior to contract award.

Q-5: Part 6 – Security, Financial and Other Requirements – Clause 3. Insurance Requirements (p. 18 de 38)

It is stated that the Bidder must provide a letter from an insurance broker or an insurance company. We have submitted this request with our insurance company and they would like to issue a “To whom it may concern” insurance certificate validating our coverage rather than issuing a letter.

Would you accept this request?

A-5: Answer: As long as the insurance certificate demonstrates that the Bidder holds the requisite coverage, this will be accepted.

Q-6: Part 7 – Resulting Contract Clauses – 7.4.1 Period of the Contract (p. 21 of 38)

«The period of the Contract is from _____ to _____ inclusive»

What should we write in here since there are no specific dates provided in the documents? Is it from April 1, 2017 to September 30, 2019?

A-6: Answer: This information will be inserted at the time of contract award.

Q-7: Part 7 – Resulting Contract Clauses – 7.3.1 Security Requirement for Canadian Supplier – Point 5 (p. 20 and 21 of 38)

It indicates that the Contractor/Offeror must comply with the provisions a) and b). Are we required to complete and submit the Security Requirements Check List (TB/SCT Form 350-103) with our bid?

A-7: Answer: The security information and forms are not required at bid closing but will be needed to complete the security verification process prior to contract award. It is recommended that the Bidder submit the resources' security information with their bid but will be given an opportunity to provide it after bid closing if it is not submitted.

Q-8: Part 7 – Resulting Contract Clauses – 7.7.1 Basis of Payment (p. 23 of 38)

“The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$ _____. Customs duties are included and Applicable Taxes are extra.”

What should we write in here? Not applicable?

A-8: Answer: This information will be inserted at the time of contract award.

Q-9: Part 7 – Resulting Contract Clauses – 7.7.2 Limitation of Expenditure

“1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and Applicable Taxes are extra.”

What should we write in here? Not applicable?

A-9: Answer: This information will be inserted at the time of contract award.

Q-10: Part 7 – Resulting Contract Clauses – 7.7.2.1 Limitation of Expenditure (p.24 of 38)

“Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ _____. Customs duties are included and Applicable Taxes are extra.”

What should we write in here?

A-10: Answer: This information will be inserted at the time of contract award.

Q-11: Is it the amount of \$40,000.00 identified in section 7.1.2.2 under Task Authorization Limit on page 19 of 38?

A-11: Answer: No, this information indicates that Task Authorizations that are issued above \$40,000.00 must be authorised by the Contracting Authority.

Q-12: Annex A – Section 4.3.1

Regarding the pool of resources that are required on pages 19 (a total of 163), how many of these positions are currently filled and vacant by the current provider?

R-12: Answer: We do not have data on this.

Q-13: Annex A- Section 4- Requirements – Claus 4.8.8. Statutory Holidays (p. 41)

Would it be possible to change the Good Friday holiday for the day after New Year's Day?

A-13: Answer: Holidays within the contract are aligned with the Province of Quebec holidays and may not be changed.

Q-14: What measures are in place by the Client to limit the handling of the Detainees personal objects?

A-14: Answer: Once the luggage and personal effects of the Detainees have been searched and itemized, they will be stored in a locked luggage room or a lock box. Detainees are allowed to keep only a limited amount of items in their rooms. They are permitted access to the luggage room and their money and valuables stored in lock boxes only at prescribed times of the day and which is done under the supervision of a guard.

Q-15: Since there is a federal collective agreement that will expire during the course of this requirement, in the event of an increase in salaries, will we be allowed to renegotiate the submitted rates?

A-15: Answer: Given that the financial proposal submitted at bid closing forms a part of the selection methodology and determining the winning bidder, the Contractor will not be permitted to renegotiate their rates at a later date.

Q-16: Are we permitted to indicate Canada Border Services Agency as one of our previous contract references?

A-16: Answer: Yes, you can indicate Canada Border Services Agency. To avoid all perceptions of a conflict of interest though, if a member of the evaluation team is named as the reference contact, that evaluator will be removed from the evaluation process.

N° de l'invitation - Sollicitation No.

47477-172248 /A

N° de réf. du client - Client Ref. No.

1000332248

N° de la modif - Amd. No.

File No. - N° du dossier

MTB-6-39333

Id de l'acheteur - Buyer ID

mtb545

N° CCC / CCC No./ N° VME - FMS

Q-17: For the experience of the proposed resources, you are requesting that the management staff (Operational Security Manager, Assistant Operational Security Manager and Shift Supervisors) have experience in law enforcement. Does this mean that these resources must have been former police officers? Would it be sufficient if they previously worked as a municipal by-law officer for a private security company who was working under contract for a municipality?

A-17: Answer: Experience applying the law does not only pertain to a police officer, resources may have experience as a bylaw officer (or other peace officer).

Q-18: Do we have to submit the names of the agents who will be working under the contract or only those of the 11 proposed resources?

A-18: Answer: You only have to submit the names of the 11 proposed resources including the identified information in Part 5, section 5.2.3.4, Mandatory Documents prior to Contract award as well as the resources' CV.

Q-19: In the evaluation grid, in the point allocation section, will the points be allocated based on the total number of hours for each aspect or only the example provided to demonstrate our experience?

A-19: Answer: Points will be awarded based on all of the examples provided for each section.

Q-20: Does the form 330-23 have to be completed for each proposed resource (both for the operational level and management levels)? Does it also have to be completed for all security guards?

A-20: Answer: All resources, including the security guards, working under the contract will be required to meet the security requirements. If the resources do not already hold the required clearances, they will be required to complete the forms to obtain the needed security clearances.

ALL TERMS AND CONDITIONS REMAIN UNCHANGED