



## AMENDMENT 006

The objective of Amendment 006 is to bring the following changes/additions to the Request for Proposals (RFP):

A. Questions and Answers 17 to 25

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### A. Questions and Answers

#### Question #17

Could you please help confirm if each individual technical offer needs to only present information relevant to the respective product category across all the sections? For e.g. Req.ID – M1 requires a list of all Primary Resources for Identified Product Categories listed. In this case, we are assuming that in the Technical Offer for Product Category A, listing only the Primary Resource for Product Category A under Req.ID – M1 would suffice (as opposed to listing all the primary resources for all participating categories). Likewise for the other sections too.

#### RESPONSE:

Our intention is that each report pertains to one product in the product category, and that the product in report A would be different than the product in report B.

#### Question #18

Can a proposed Primary Resource be assigned to more than one product category; in other words, is it required that Primary Resources be different for all the bidder's participating product categories??

#### Response:

As long as the primary resource can show the required mandatories for each of the different product categories for which they are submitting bids, then I do not see a reason why they couldn't be the primary resource on different product categories.

#### Question #19

We have 2 (two) follow-up questions for NRCan based on **Amendment 4 - NRCan 5000029925**:

- 1) What rate is NRCan requesting in Table A of Section 4.1.2 as shown in Amendment 4? E.g. Is this a weighted average or the Primary Resource and additional staff? Is this the rate for the Primary Resource? Or other?
- 2) Given that a major amendment was just released by NRCan, would NRCan consider an extension to the due date?

**Response:** Please see Amendment 5 which will answer your questions above.

#### Question #20

For the R7 requirement, if our Primary Resource is the same for two Product Categories, can we submit the same two reports irrespective of the Product Category? In other words, for R7 do we need to submit the same reports which we submitted for the M3 requirement for each Product Category?

#### Response

R7 states "Report Writing (proposed Primary Resource)



The Bidder's Primary Resource shall be able to write and present reports effectively. **As outlined in M3**, the Bidder must provide two non-confidential reports authored by the proposed Primary Resource. The quality of the submitted projects will be rated based the following criteria:

- a) Concise and effective writing;
- b) Spelling and grammar; and
- c) Quality of data presentation"

M3 is "The Bidder, **for each Product Category offered**, MUST submit two (2) technical or marketing reports, **each report pertaining to at least two products in the identified product category** managed by the Bidder's proposed Primary Resource.

In the case of the Heating Ventilation and Air Conditioning product category only, the two (2) reports must cover two of the following products: water heating products, space heating products, and space cooling products."

So for R7, for each product category, the reports must pertain to products in that category as outlined in M3.

#### Question #21

Please confirm that we are only to submit one Technical Offer. So, for example, it is acceptable that the two example projects provided for R2 do not cover all Equipment Categories for which we are bidding.

#### Response:

If you are bidding on different categories, then you have to submit a technical offer and financial offer for EACH product category.

#### Question #22

RFP pg. 7 states we should submit 1 electronic copy of the Financial Offer, but page 17 instructs us to submit separate Financial Offers for each Equipment Category bid. Please confirm that we are to submit multiple financial offers if we are bidding for multiple Equipment Categories.

#### Response:

Each submission to a product category should have its own technical offer and its own financial offer with it.

#### Question #23

I have questions about Tables A and B in Amendment 004. Does the Per Diem rate represent the maximum average rate that the bidder can charge for each billing period? Please define what Per Diem means in the context of Table A. How is Amendment 004 Table B used for bid scoring? Are bidders required to enter Ceiling Rates for Resource Categories 1-3 at a minimum?

#### Response:

Please see Amendment 5, as the table will be updated to show rates for the Primary Resource. Yes, you are to enter ceiling rates for the Resource Category.

#### Question #24

RFP page 18, section 4.2.1, bullet 8 (Basis of Selection Table) states that "*Bid Evaluated Price*" is the sum of column "g". Doesn't this disadvantage bidders who bid on more Equipment Categories than other bidders? Or, is it the case that NRCan evaluates bids for individual equipment classes, in which case the "sum of column 'g'" is irrelevant and what matters is the value in column "g" for each Equipment Category.

#### Response:

Please have a look at the upcoming Amendment 5, we have made changes to bullet 8 to show 70 technical and 30 financial.

#### Question #25



For RFP section R4, items d) and e) are specific to the “identified product category”. Is NRCan looking for separate essays for each Equipment Category or is it sufficient to submit one, complete essay that covers a) – e) for the first Equipment Category bid and then additional sections d) and e) for other Equipment Categories bid? Should all parts of the response be less than 3 pages, which may present a challenge for those bidding many equipment categories?

**Response:**

NRCan is looking for essay for each Product Category, which can't exceed 3 pages. So if you submit for more than one product then you have to submit an essay for each product you are bidding on.

***ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED***