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Procurement Hub – Ottawa Office,
Station 9W071, 9th Floor,
200 Kent Street,
Ottawa, Ontario K1A 0E6

July 4 2017

ADDENDUM NO. 3

Subject: Request for Proposal No. FP802-170029
Senior Marine Engineer Support Services

Further to the above-mentioned Request for Proposal, this Addendum (#3) is to advise potential bidders of the question(s) received during this tender call to date. Both the question(s) and the response(s) are indicated in the attached Annex A-1.

All other terms and conditions remain unchanged.

Tenderers are to acknowledge this Addendum by signing in the space provided below and enclosing a copy of this document with their tender submission.

Yours truly,

Jianna-Lee Zomer
Senior Contracting Officer,
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RECEIPT ACKNOWLEDGED

Name of Company _____

Signature _____



Annex A-1.

Q1. Under Annex A: Statement of Work, Travel and Living Expenses it states “The Contractor will be paid for authorized reasonable and proper travel and living expenses incurred in the performance of the work, without any allowance therein for overhead or profit and these costs will be reimbursed in accordance with the TB Travel Policies.: Does this mean that a resource relocated to Ottawa for the duration of the contract would be reimbursed for living expenses incurred during the Ottawa-based portion of the work?

A1: The resource will not be reimbursed for any expenses related to relocation to Ottawa.

Q2: Organizational security clearance requirement. The application process to get this approval indicates that it is 6 month or longer from application to get one in place. If the work is to be done in the Coast Guard office and the resource is cleared to Secret could this requirement be waived or the requirement changed to have an application for the clearance in progress?

A2: No the security requirement cannot be waived or changed.

Q3: M1 states that bidders may submit a resource who is eligible for First Class Marine Engineering Certificate of Competency. However it also states that a copy of the certificate must be included with the bid. If a resource is only eligible for this certificate but does not yet have it, how are bidders expected to provide a copy of the certificate. Could the Crown please be clear on what would be suffice as properly demonstrating eligibility for this certificate?

A3: The bidder must have obtained a First Class Marine Engineering Certificate of Competency issued by Transport Canada; a continuous proficiency is not required.

Q4: The RFP requires a Designated Organization Screening (DOS). Is this required if the proposed resource working for a small firm operating from a home who has secret security clearance?

A4: Yes the Designated Organization Screening is required by DFO

Q5: Could you please confirm whether or not there have been or are incumbent(s) in the role performing the same or similar duties within the last year? If so, please provide the following:

- Contract Value
- Duration (including level of effort/number of days); and
- Company providing the services

A5: There has been no incumbent in the role performing the same or similar duties within the last year.