

Solicitation No. 201707779

Question/Answer – Set No.2

Q1. I understand that it is possible that a researcher of our institution responds to this call for tenders, is that right? If yes, is it necessary to join the List of Interested Suppliers? If not, how is it possible to have a Supply Arrangement Number (AMA)?

A1 The solicitation is open to an individuals or supplier organizations qualified to enter into contractual arrangements. Full time employees from other department or academics who are employed by publicly funded institutions (colleges and universities) can submit a response to this tender. To ensure fairness in the tendering process, the Federal government has the [Code of Conduct for Procurement](#). The Code provides a single point of reference to key responsibilities and obligations for all those involved in procurement be done in an honest, fair and comprehensive manner. Failure to comply with the Code is subject to the penalties provided for in the applicable legislation or policy. It is not the responsibility of Public Safety Canada to determine whether or not Academics should submit their proposal through their employer (University or College). Academics who want to submit a proposal or who will be submitted as a subcontractor under the project are responsible for following their own employer's internal procedures.

Suppliers may [Join a List of Interested Suppliers](#) (LIS) to show interest in an active tender notice or check it out to understand the market interest in a notice. An LIS allows Suppliers to add their company name and contact information to a publicly available list of parties who have expressed an interest in a particular tender published on [Buyandsell.gc.ca](#). This is not a mechanism to submit proposals.

In order to submit a proposal in response to this solicitation, the instructions identified in Part 2 and Part 3 of the solicitation document. Suppliers must read the solicitation document, answers to questions and all issued amendments to ensure they are demonstrating they meet all the requirements of the solicitation.

Q2. Is it possible to have a copy of the documents (templates) to be submitted?

A2 Bidders should prepare a formal submission in response to the solicitation. A specific response template is not available. The Bidder must follow the instructions found in Part 3 regarding preparation instructions. It is recommended that Bidders organize the response according to the Technical and Point-rated Criteria in Part 4. These tables can be used as referencing source for evaluators on where information can be found within the Bidder's proposal that demonstrates compliance to the criteria.

Q3 .On page 42 the paragraph reads: *The identified Lead Researcher in Supply Arrangement holders proposal must be identified in all proposals and subsequent contracts issued as a result of this RFP. Should the identified Lead Researcher be unavailable, the Supply Arrangement holder may propose an alternate Lead Researcher in a response to a SA RFP. To be a qualified as an acceptable alternate Lead Researcher, the Bidder must demonstrate in their proposal that the alternate meets the essential experience and achieve a minimum score of 24/35 in the Flexible Grid:*

We would like to know if you must submit the Alternate Lead Researcher with detail information on her qualifications at this stage of the RFSA or should we submit information on the Alternate Lead

Researcher at a later stage and only if we submit a project proposal and the Lead Researcher is not available?

A3 Information regarding the Alternate Lead researcher is ONLY required at a later stage. If a qualified Supply Arrangement holder, this shall be required should your Lead Researcher be unavailable and you are bidding on a request for proposal issued against the supply arrangement for specific work.

Q4 If the candidate has over thirty years of active applied evaluation experience, has awards in evaluation* and has had adjunct professor status at a university teaching evaluation, could these qualifications be considered to be equivalent of a PhD for the purposes of this bid?

**noted: edited for anonymity*

A4 Specific resource(s) experience shall not be evaluated prior to the submission of proposals in response to the request for supply arrangement.
At this time Public Safety Canada is satisfied with the combination of experience and education requirements for Work stream 4 – Evaluations where R7 through R9 evaluate both a resource's experience as well as the education requirement: R9 specifically allows for 5 points for a "credentialed evaluation designation" in addition to degree of education achieved.
It is the Bidder's responsibility to demonstrate how the propose resource meets the required combination of experience and education for the Work stream. To demonstrate compliance for Work stream 4 the Bidder must demonstrate compliance to all mandatory criteria and simply achieve a minimum score of 40/60.

Q5 We have a question regarding technical criterion R7 of the RFP (page 20). This requirement requires the demonstration that the Lead Evaluator has published articles in academic/scientific journals, grey literature, or book chapters. "Grey literature" is further defined to include evaluation reports.

Our Lead Evaluator has written many evaluation reports that have been published on the websites of the federal government client departments. However, these reports have generally been published under the name of our firm (or sometimes even under the name of the client department, which puts their cover on our report), and the author (our Lead Evaluator) is not identified as the author. We would certify that our Lead Evaluator was, in fact, the principal author of these reports, and this could be confirmed with the client references.

Would the listing of these reports be evaluated as satisfactory in meeting criterion R7?

A5 Specific resource(s) experience shall not be evaluated prior to the submission of proposals in response to the request for supply arrangement.

According to the criteria Public Safety has not required the Bidder to submit copies of documents to support the experience being evaluated. . It is the Bidder's responsibility to demonstrate the work experience of its proposed resources in its proposals. Evaluators will not evaluate information external to the Bidder's Proposal. Should Public Safety Canada be required to validate experience as presented of a proposed resource for any reason beyond the proposal, the Bidder will be advised it will be incumbent upon the Bidder to provide proof of identified experience.

Should a validation of experience be required, Public Safety Canada will not accept new information to correct mis-information or missing information from a proposal as this could constitute bid repair.