

AMENDMENT 003

CSPS-RFSO-17LL-0435

To all Offerors:

The purpose of this amendment is to give effect to the following:

Questions and Answers

Question # 7:

In the RFSO document, there are various references to “all-inclusive rates” on pages 22 to 25, and then also a separate reference to “Requirements relative to travel described in the SOW in Annex A” on page 75 of 84 which also refers to reimbursements of travel costs in accordance with the NJC Travel Directive. Then on page 18, the paragraph, “In addition, the rates specified below, when quoted by the Offeror, includes the total estimated cost of all travel and living expenses that may need to be incurred for work to be performed at any of the following locations:” and these refer to the description of each region.

Can you tell me if the resource is from Ottawa, and is willing to travel to any city or region, if the Column A of pages 22 to 25 of 84, should include any travel expenses estimated? And if the estimated travel costs are included here, does it mean that they will not be reimbursed separately? Or is it only to make the distinction for people living within a Metropolitan area?

I understand “All inclusive” to include travel time, as well as attend meetings, pre-course delivery, delivery and after-course delivery, as well as the Instructor’s report, however, travel costs outside of the established company base city are not usually included in the “all inclusive” rates.

Answer # 7:

As previously stated in our answer to Question 1, the purpose of asking Offerors to include travel and living expenses into their all-inclusive daily rate(s) is to reduce these costs to the School and qualify Offerors across Canada who can offer these services in various locations.

Therefore, if an Offeror proposes a resource, the all-inclusive daily rate for this resource must include travel and living expenses when identifying the location

(Region(s) and/or Metropolitan Area(s)) where they are being proposed to provide services.

For example purposes only, if a resource is from Ottawa, and the Offeror has identified in their offer that the proposed resource can offer services in both the National Capital Metropolitan Area and the Montreal Metropolitan Area, then the Offeror's all-inclusive daily rate for this resource in each of these locations must include any travel and living expenses. Travel will not be reimbursed separately.

It is to the Offeror's sole discretion to decide if they should propose resources outside of their established company base city. By doing so, the Offeror understands that the firm all-inclusive daily rate they provide in their financial offer for any proposed resource in any location includes any travel and living expenses.