

Solicitation No. 201707779

Question/Answer – Set No.3

Q1. Is there a template that we should use for submitting our bid? From what I can tell. You require:

- The name of the organization that is bidding with contact details
- Identification of lead researcher(s)
- CVs of lead researchers for each stream of research we are applying to (including details on education, publication and relevant experience)
- Record of relevant publications including details on: date of publication; title of publication; • journal title (if applicable); brief description or abstract. (CAN THIS BE PART OF THE CV OR DOES IT HAVE TO BE SEPARATE?)

A1 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.

The Bidder must clearly identify the work stream to which they are submitted a response. How Bidder's arrange the information in the Technical proposal is at their discretion. It is the Bidder's responsibility to ensure they adequately demonstrate how they meet the requirements of the bid solicitation.

Q2. For former public servants - do I have to provide you with any documentation with respect to those who received a lump sum payment due to Work Force Adjustment when I submit the bid or is this only required if/when an actual contract is awarded?

A2 As per the instructions found in Part 5, Article 5.2

"The certifications and additional information listed below should be submitted with the arrangement, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Supply Arrangement Authority will inform the Supplier of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the arrangement non-responsive."

The former public servant certification is listed as a certification that *may* be submitted afterwards, but *should* be submitted with the arrangement.

Q3 My understanding is that no financial proposal is required at this time. IS THAT CORRECT?

A3 As per Part 3 Section II – Financial Arrangement of the RFSA, "Canada does not require a financial proposal as part of the Bidder's response to the Supply Arrangement"

For suppliers who are awarded a supply arrangement agreement: at the time of solicitation for proposals under the supply arrangement, invited Suppliers will THEN be required to submit a financial proposal in response.

Q4 My understanding is that no proof of security clearance is required at this time. IS THAT CORRECT?

A4 This supply arrangement has multiple security clearance requirements. Suppliers are requested to provide their available organizational security clearance information with their bid solicitations in order to ensure this information is captured in any resulting supply arrangement agreement and to prevent future amendments. It is important to capture this information in the event that there is Work with a security requirement and PS is only able to consider vendors with the appropriate organizational clearance.

However, this is not mandatory and a supplier does not require an organizational security clearance to be issued a supply arrangement.