



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

11 Laurier St., 11, rue Laurier

Gatineau

K1A 0S5

Bid Fax: (819) 997-9776

**SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Business Transformation and Systems Integration
Service/Division de transformation des opérations et
d'intégrat

Special Procurement Initiative Dir

Dir. des initiatives spéciales

d'approvisionnement

11 Laurier, Place du Portage III

12C1

Gatineau

Québec

K1A 0S5

Title - Sujet Transformation Program Office (TPO)	
Solicitation No. - N° de l'invitation G9292-188396/B	Amendment No. - N° modif. 009
Client Reference No. - N° de référence du client G9292-188396	Date 2017-09-01
GETS Reference No. - N° de référence de SEAG PW-\$\$XE-677-31557	
File No. - N° de dossier 677xe.G9292-188396	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-11	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Chow, Mejuine	Buyer Id - Id de l'acheteur 677xe
Telephone No. - N° de téléphone (819) 420-0333 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Request for Proposal (RFP)

Solicitation Amendment: 009

This RFP amendment 009 has been raised to:

- A) Identify changes to the RFP.

(A) CHANGES

Change 20

At Form 3 – Part “A” of Part 4, concerning the random selection process for financial evaluation purposes,

DELETE: 1.4.4 There will be independent verification of device, witnesses, and certifications. A fairness monitor may also be present.

INSERT: 1.4.4 There will be independent verification of device, witnesses, and certifications. A fairness monitor will be present.

DELETE: 1.4.5 One representative from each technically responsive Bidder is required to witness the random selection process. On behalf of the Bidder the representative will certify in writing that the process was conducted in accordance with this clause.

INSERT: 1.4.5 One representative from each Bidder is requested to attend and witness the random selection process. Representatives attending on behalf of a Bidder will be required to certify in writing that the process was conducted in accordance with this clause.

The random selection will take place at 3:00 PM, EDT, on the date of bid closing and will be held at PSPC offices located at 11 Laurier St., Gatineau, QC. The Bidders must confirm their attendance by email to the Contracting Authority (TPSGC.dgamvp-abbdm.PWGSC@tpsgc-pwgsc.gc.ca) no later than 2:00 PM, EDT, on the bid closing date. The Contracting Authority will provide further details on the location.

Change 21

At Form 3 – Part “B” of Part 4, to delete the experience window,

DELETE:

LEGEND:

Level 1: 5 years of experience within the past 8 yrs prior to bid closing date;
Level 2: 10 years of experience within the past 15 yrs prior to bid closing date;
Level 3: 15 years of experience within the past 18 yrs prior to bid closing date.
" X " indicates the per diem rates the Bidder must enter.
" √ " indicates that the per diem rate entered is in accordance with the Form 3 - Part "A" instructions. A total of forty (40) checkmarks "√ " must appear.

INSERT:

LEGEND:

Level 1: minimum of 5 years of experience;
Level 2: minimum of 10 years of experience;
Level 3: minimum of 15 years of experience.
" X " indicates the per diem rates the Bidder must enter.
" √ " indicates that the per diem rate entered is in accordance with the Form 3 - Part "A" instructions. A total of forty (40) checkmarks "√ " must appear.

Change 22:

In Attachment 1 of Part 4,

DELETE all references to “(Level 3)” in the entire Attachment 1 to Part 4.

Change 23:

At Attachment 1 of Part 4, delete the experience window under the resource criteria as follow:

Under criterion **LTPE-M1** (p.14 of 44), para.1,

DELETE: The Leadership Team – Project Executive (Level 3) proposed in response to C-M3 must have a minimum of 15 years of experience, within the last 18 years, providing strategic, executive level advice and guidance and in leading Transformation Program Offices supporting business and IT transformation projects.

INSERT: The Leadership Team – Project Executive proposed in response to C-M3 must have a minimum of 15 years of experience providing strategic, executive level advice and guidance and in leading Transformation Program Offices supporting business and IT transformation projects.

Under criterion **LTPgM-M1** (p.16 of 44), para.1,

DELETE: The Leadership Team – Program Manager (Level 3) proposed in response to C-M3 must have a minimum of 15 years of experience, within the last 18 years, providing oversight, expertise and advice to enhance alignment and integration across projects, including the management of issues within a program management framework.

INSERT: The Leadership Team – Program Manager proposed in response to C-M3 must have a minimum of 15 years of experience providing oversight, expertise and advice to enhance alignment and integration across projects, including the management of issues within a program management framework.

Under criterion **LTVM-M1** (p.19 of 44), para.1,

DELETE: The Leadership Team – Value Management Lead proposed in response to C-M3 must have a minimum of 10 years of experience, within the last 15 years, leading the delivery of value management services supporting business and IT transformation projects.

INSERT: The Leadership Team – Value Management Lead proposed in response to C-M3 must have a minimum of 10 years of experience leading the delivery of value management services supporting business and IT transformation projects.

Under criterion **LTPS-M1** (p.19 of 44), para.1,

DELETE: The Leadership Team – Procurement Lead proposed in response to C-M3 must have a minimum of 12 years of experience, within the last 15 years, leading the delivery of procurement services supporting business and IT transformation projects.

INSERT: The Leadership Team – Procurement Lead proposed in response to C-M3 must have a minimum of 12 years of experience leading the delivery of procurement services supporting business and IT transformation projects.

Under criterion **LTTA-M1** (p.20 of 44), para.1,

DELETE: The Leadership Team – Technology and Architecture Lead proposed in response to C-M3 must have a minimum of 12 years of experience, within the last 15 years, leading the delivery of technology and architecture services supporting IT and business transformation projects.

INSERT: The Leadership Team – Technology and Architecture Lead proposed in response to C-M3 must have a minimum of 12 years of experience leading the delivery of technology and architecture services supporting IT and business transformation projects.

Under criterion **LTCM-M1** (p.21 of 44), para.1,

DELETE: The Leadership Team – Change Management Lead proposed in response to C-M3 must have a minimum of 12 years of experience, within the last 15 years, leading the delivery of Change Management services supporting IT and business transformation projects.

INSERT: The Leadership Team – Change Management Lead proposed in response to C-M3 must have a minimum of 12 years of experience leading the delivery of Change Management services supporting IT and business transformation projects.

Change 24

At Annex H, section 3 – Minimum Mandatory Qualifications, to include Level Junior (Jr.) and remove experience window at all levels (1, 2 and 3).

DELETE the table in its entirety.

INSERT:

MMQ Number	Minimum Mandatory Qualification (MMQ)
MMQ.1	<p>The Contractor must demonstrate that the proposed resource(s) have the minimum number of years of experience specified below, relevant to the Resource Category and for the experience level required.</p> <p>Resource Category Experience Level Junior (Jr.): Minimum 1 year of experience</p> <p>Resource Category Experience Level 1: Minimum 5 years of experience</p> <p>Resource Category Experience Level 2: Minimum 10 years of experience</p> <p>Resource Category Experience Level 3: Minimum 15 years of experience</p> <p>In order for a proposed resource to be accepted, the Contractor must demonstrate that the resource has experience with at least 50% of the required services enumerated below for the respective Resource Category.</p>
MMQ.2	<p>When required, the proposed resource(s) must hold valid degree or diploma from a recognized university or college, identified in the TA.</p>
MMQ.3	<p>When required, the proposed resource must hold valid certification(s) identified in the TA.</p>

Change 25

At Form 3 – Part “A” to Part 4,

INSERT:

- 1.3.1** Where a core category includes more than one level, the per diem rate proposed for a level must not be equal or greater than the per diem rate proposed at the level immediately above it.
Example: The per diem rate for Level 1 must be less than the per diem rate for Level 2 within the same core category.

INSERT:

- 1.6.1** For Level Jr., accepted per diem rates will be incorporated into Table 3 of Annex B – Price Schedule of the resulting contract.

INSERT:

4. Optional Resource – Level Junior (Jr.)

- 4.1** Level Junior (Jr.) is defined as a resource with a minimum of 1 year experience under any given core category listed in Table 4.
- 4.2** For each resource category identified in Table 4 below, Bidders are requested to submit, prior to bid closing, firm all-inclusive per diem rate for Level Junior (Jr.) for the initial contract period, in accordance with section 1.2 and 1.3 of this Form 3 – Part “A” of Part 4. The firm all-inclusive per diem rates for the option periods will be calculated in accordance with Annex B – Price Schedule, section 4.2 - Rates Subject to Economic Price Adjustment (EPA).
- 4.3** The proposed firm, all-inclusive per diem rate for Level Jr. must not exceed 80% of the proposed firm, all-inclusive per diem rate for Level 1 from the same core category.
Example: If Level 1 rate is \$10, then Level Jr. rate must be \$8 or less.
- 4.4** The firm all-inclusive per diem rates submitted for Level Jr. are excluded from the Evaluated Bid Price.
- 4.5** It is at Canada’s discretion to accept the proposed Level Jr. per diem rate for any or all of the categories listed in Table 4. Canada may request the Bidder to provide substantiation of the proposed per diem rates.

TABLE 4

Core Resource Categories (Level Junior)	Initial Contract Period award to (end date will be inserted at award) - Firm All-Inclusive Per Diem Rate (CDN \$)
H1 – Application Architect	\$
H2 – Business Analyst	\$
H3 – Business Architect	\$
H4 – Business Consultant	\$
H5 – Business Rules Engineer	\$
H6 – Change Management Consultant	\$
H7 – Communications Consultant	\$
H8 – Data Analyst	\$
H9 – Financial Specialist	\$
H10 – Information/Data Architect	\$
H11 – Performance Measurement Specialist	\$
H12 – Procurement and Contracting Specialist	\$
H16 – Quality Assurance Specialist	\$
H17 – Risk Management Specialist	\$
H18 – Scheduler	\$
H19 – Solution or Technical Architect	\$
H21 – Value Management Specialist	\$

Change 26

In Part 3 of the RFP, **3.3 Section II – Financial Bid**, to include Table 4 to Form 3-Part “A” to Part 4,

DELETE: 3.3.1.1 It is requested that the Financial Bid include submission of the Bidder's response to *Form 3-Part “B” to Part 4*, and any other required documents as indicated elsewhere throughout this RFP; or these documents must be provided upon request by the Contracting Authority within the timeframe identified in the request.

INSERT: 3.3.1.1 It is requested that the Financial Bid include submission of the Bidder's response to Table 4 of Form 3-Part “A” to Part 4, *Form 3-Part “B” to Part 4*, and any other required documents as indicated elsewhere throughout this RFP; or these documents must be provided upon request by the Contracting Authority within the timeframe identified in the request.

Change 27

In Part 7 of the RFP, under **7.8.1 – Basis of Payment**

INSERT: (h) Direct costs: Direct costs, over and above normal operations, and reasonable and proper to the performance of the Contract, may be negotiated during the TA authorization process (7.2.1). Subject to approval, the direct cost will be reimbursed with no margin for profit.

Change 28

In Part 7 of the RFP, under **7.2.1.3 – TA Authority and Limit**

DELETE:

7.2.1.3.1 The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$400,000.00, Applicable Taxes extra. Any TA, the total value of which would exceed that limit, or any revision to a previously authorized TA that would increase the TA total value above that limit, must be authorized by the Contracting Authority before issuance to the Contractor.

INSERT:

7.2.1.3.1 The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$400,000.00, Applicable Taxes extra. Any TA, the total value of which would exceed that limit, or any revision to a previously authorized TA that would increase the TA total value above that limit, must be authorized by the Contracting Authority before issuance to the Contractor. Additionally, any TA, inclusive of any direct costs, no matter the value of the TA, must be submitted with supportive documentation and be authorized by the Contracting Authority before issuance to the Contractor.

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