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**Québec**

**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**

Informatics Professional Services Division / Division  
des services professionnels en informatique

11 Laurier St., / 11, rue Laurier

4C2, Place du Portage

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Functional Services	
<b>Solicitation No. - N° de l'invitation</b> B8926-170500/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> B8926-170500	<b>Date</b> 2017-11-03
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZM-620-31874	
<b>File No. - N° de dossier</b> 620zm.B8926-170500	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-11-10</b>	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> St-Jean Valois, Joanne	<b>Buyer Id - Id de l'acheteur</b> 620zm
<b>Telephone No. - N° de téléphone</b> (873) 469-4945 ( )	<b>FAX No. - N° de FAX</b> (819) 956-1156
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

<b>Solicitation No. – N° de l’invitation</b> B8926-170500/A	<b>Amd. No – N° de la modif.</b> 003	<b>Buyer ID – Id de l’acheteur</b> 620ZM
<b>Client Ref. No. – N° de réf. De client</b> B8926-170500	<b>File No. – N° du dossier</b> 620ZM –B8926-170500	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

## SOLICITATION AMENDMENT 003

This amendment is raised to:

1. Provide answers to Bidder’s questions in relation to this solicitation; and
2. Amend the Request for Proposal (RFP) as detailed in Appendix A-3 below
3. Amend the Closing date of the Request for Proposal.

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### QUESTIONS:

#### Question #38:

Will Canada consider remote resources located within Canada for some, or all, of the work?

Based on section 7.23 of the resulting contract clauses and section 9 of Annex A.

#### Answer #38:

Yes, when feasible and in accordance with Annex A, Statement of Work, Clause 9. Support Provided by Canada , of the solicitation.

#### Question #39:

MTC1 states "A copy of the entire contract must be provided" and "a Copy of the Contract Statement of Work and/or Task Authorization Statement of Work must be submitted to substantiate the services provided by the proposed category", due to confidential and propitiatory information please confirm that a signed front page of the contract and a copy of the SOW will meet these requirements?

Can you please confirm.

#### Answer #39:

As stated in MTC1 and Form 1 of the solicitation, Yes an entire copy of the contract must be provided.

#### Question #40:

Regarding MTC1 1. e) and RTC2 of the Corporate Criteria, given that the qualifications of a Level 3 resource exceeds that of a Level 2 resource, please confirm that a Bidder may use a contract with a Business Consultant Level 3 to meet the Business Consultant Level 2 category and a Technical Writer Level 3 to meet the Technical Writer Level 2 category.

<b>Solicitation No. – N° de l'invitation</b> B8926-170500/A	<b>Amd. No – N° de la modif.</b> 003	<b>Buyer ID – Id de l'acheteur</b> 620ZM
<b>Client Ref. No. – N° de réf. De client</b> B8926-170500	<b>File No. – N° du dossier</b> 620ZM –B8926-170500	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

**Answer #40:**

Confirmed.

**Question #41:**

Please confirm If a Bidder is using TBIPS contracts to demonstrate experience, listing the resource categories and providing the Statement of Work will suffice?

**Answer #41:**

Bidders are required to demonstrate experience as detailed in MTC1.

**Question #42:**

For non-TBIPS contracts the work performed must be similar to the generic tasks described for the applicable resource category under TBIPS. Please confirm that a Bidder must map to 50% of the TBIPS tasks?

**Answer #42:**

No, the Bidder is required to meet the requirements stated in MTC1 of the solicitation.

**Question #43:**

Regarding RTC #6 for the ERP Functional Analyst - Level 3, will the Crown please consider amending the listed middle/framework to include 'SAP PI/PO (Process Orchestration - Process Integration)', seeing as SAP PI/PO is also an officially recognized SAP middleware?

**Answer #43:**

The answer will be provided in the next amendment.

**Question #44:**

Could Canada please clarify the policy on overlapping dates with regards to this RFP. Is it acceptable for bidders to submit a resource with overlapping dates so long as they provide a level of effort that does not exceed the maximum level of work effort possible within a specific period. For example, if a resource worked on 3 simultaneous projects within a 12 months period where each project required a level of effort of 4 months, bidders will be compliant so long as the level of effort is clearly demonstrated within the response and does not exceed the maximum work possible within that time period.

<b>Solicitation No. – N° de l’invitation</b> B8926-170500/A	<b>Amd. No – N° de la modif.</b> 003	<b>Buyer ID – Id de l’acheteur</b> 620ZM
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**Answer #44:**

As detailed in in the RFP article 3.2 (a)(iv)(F) In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

**Question #45:**

**Page 18 – Financial Evaluation Methods A states:** “A financial calculation will occur for each Bidder by multiplying its firm per diem rates, or Median Rate(s) if applicable, for the Initial Contract Period and the option period(s) with the estimated number of days of work for each period, for all the Resource Categories stated in Attachment 4.3 - Pricing Schedule”.

Currently Column F of the pricing schedule on page 71 indicates the calculations are based on the number of resources (Column C) x the estimated number of days (Column D) x the firm per diem or median rate (Column E) per resource category.

Can the Crown please confirm, as per the financial evaluation methodology above, that Bidders should **not include Column C** in the calculation of the Total Cost per resource category and that the Total Cost column (F) should be amended to read (D x E) for the initial contract period and all options periods.

**Answer #45:**

No, Bidders must include Column C in the calculation of the cost.

**Appendice A-3**

- The bid closing date has been amended as follows:**

**DELETE: November 8, 2017 at 2:00 pm EDT**

**INSERT: November 10, 2017 at 2:00 pm EST**

<b>Solicitation No. – N° de l’invitation</b> B8926-170500/A	<b>Amd. No – N° de la modif.</b> 003	<b>Buyer ID – Id de l’acheteur</b> 620ZM
<b>Client Ref. No. – N° de réf. De client</b> B8926-170500	<b>File No. – N° du dossier</b> 620ZM –B8926-170500	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

**2. At section 4.3 Financial Evaluation,**

**2.a paragraph B Financial Evaluation- Method A:**

**Paragraph (1) Insert the underline text:**

**Calculation of Total Bid Price:** The financial evaluation will be conducted using the pricing tables completed by the Bidders and the Firm Per Diem Median Rate Evaluation Method explained below. A financial calculation will occur for each Bidder by multiplying its firm per diem rates, or Median Rate(s) if applicable, for the Initial Contract Period and the option period(s) with the estimated number of resources and the estimated number of days of work for each period, for all the Resource Categories stated in Attachment 4.3 - Pricing Schedule. The sum of such rates will constitute the Total Bid Price for that Bidder.

**2.b paragraph B Financial Evaluation- Method B:**

**Paragraph (1) Insert the underline text:**

**Calculation of Total Bid Price:** The financial evaluation will be conducted using the pricing tables completed by the Bidders and the Firm Per Diem Median Rate Evaluation Method explained below. A financial calculation will occur for each Bidder by multiplying its firm per diem rates, or Median Rate(s) if applicable, for the Initial Contract Period and the option period(s) with the estimated number of resources and the estimated number of days of work for each period, for all the Resource Categories stated in Attachment 4.3 - Pricing Schedule. The sum of such rates will constitute the Total Bid Price for that Bidder.