

SEN 012 17/18
Payroll Services for the Senate of Canada

QUESTIONS AND ANSWERS #1

Question 1:

Is this project strictly for the payroll piece only?

Answer 1:

Yes. The Senate is seeking a payroll only solution.

Question 2:

Is there any HR functionality required, ie recruiting, performance management, time management?

Answer 2:

Non. The Senate is seeking a payroll only solution.

Question 3:

Part 7 Resulting Contract Clauses. Does the Senate want vendors to respond to Part 7 OR will the clauses be incorporated into the final contract with the awarded vendor?

Answer 3:

The vendors are required complete only section 10. Contractor's Representative, of Part 7 – Resulting Contract Clauses. These clauses will be incorporated into the final contract.

Question 4:

Part 5 Certifications, 1.2 Education and Experience. The Senate referenced 'resumés' in this section. Does the Senate want vendors to provide resumés in this section and if yes, for whom?

Answer 4:

The only resumé required for this section is for the Primary Contractor's Representative.

Question 5:

In reviewing the RFP document, it makes mention under the Criteria section beginning on page 16 that "Bidders will be evaluated on the information provided in response to each of the requirements set out in the following section: Annex C – Rated Requirements." In reviewing Annex C, the only information is with regards to the scale that will be used. Are there supposed to be specific requirements included in Annex C, in particular in relation to R2?

Answer 5:

There are no other specific rated requirements for Annex C – Rated Requirements
