



RETURN BIDS TO : - RETOURNER LES SOUMISSION À:

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)

Blank lines for bidder information

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder - Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)

Telephone No. - No de téléphone

Fax No. - No de télécopieur

E-mail address - Adresse de courriel

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Table with 2 columns: Solicitation No. - No de l'invitation, Date, Amendment No. - N° modif., Solicitation closes - L'invitation prend fin, Time zone - Fuseau horaire, Contracting Authority - Autorité contractante, Telephone No. - No de téléphone, Fax No. - No de télécopieur, Destination - Destination, THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT.



## SOLICITATION AMENDMENT # 002

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP; and
2. Amend the RFP

### 1. QUESTIONS AND ANSWERS

- Q1. Is the resulting outcome of this award to have a single winner or is it Canada's intention to have multiple qualifying winners who would then be open to bid on contracts from CRA?
- A1. Only one (1) contract will be awarded from this RFP. The work performed under this contract will be on an "as and when requested basis" using the Task Authorization (TA) process described in section 7.26 of the RFP.
- Q2. Is there a minimum number of hours for the contract period?
- A2. There is no minimum number of hours for the contract period.
- Q3. Appendix 2, R4 makes references to TBS guidelines. The TBS guidelines for interoperability, usability and accessibility are based upon common industry best practices. Since these guidelines are industry best practices, would Canada's requirement be for the bidder to demonstrate where similar best practices have been demonstrated?
- A3. Please see Section 2 Amendments to RFP, #1 below.
- Q4. Appendix 2, R4 makes references to TBS guidelines. This requirement provides a total of 10 points for technical requirements, so approx. 12% of the overall bid value. This provides a tremendous advantage to those that have done work within the Federal Government from a scoring perspective such that the financial bid can be significantly higher than those that have not done work with the federal government. Yet, the TBS standards are simply industry best practices. By providing a 12% advantage to bidders who have followed TBS standards yet provide no additional value for a project, we believe this requirement is not delivering further value to the Government. We ask that Canada revise this requirement to demonstrate where these best practices have been followed. This would allow for a more unbiased evaluation process and provide better value to Canada.
- A4. Please see Section 2 Amendments to RFP, #1 below.
- Q5. Can you please confirm that for R4, projects that used guidelines that are equivalent to TBS can be cited for full points? Otherwise this requirement is limited to federal government projects which seems restrictive
- A5. Please see Section 2 Amendments to RFP, #1 below.
- Q6. Can CRA please confirm whether a firm has previously provided the services envisaged in this RFP. If so, can CRA please advise on the name of the firm and whether that firm will be precluded from bidding on this RFP.



- A6. Yes, there are currently firms providing these services. All information regarding suppliers and contract values can be found on the Government of Canada proactive disclosure website <http://open.canada.ca/en/proactive-disclosure>
- Current firms providing these services will not be precluded.
- Q7. Requirements R2 through to R6 appear to be inconsistent with the requirements of M4. Specifically, to fully meet the requirements of M4, bidders can profile 3 projects. However to score full points on R2 through to R6 bidders must profile 5 or more projects that were submitted for review to meet M4. We respectfully request that bidders be permitted 3 project profiles to be fully compliant in response to M4 and that the rated requirements be updated to all the bidder to further elaborate on those 3 projects and add up to two additional projects to achieve full points against the rated requirements.
- A7. CRA will not make any changes to this requirement.
- Q8. In 7.9 the RFP indicates that CRA will not cover travel and living expense. In 7.11 the RFP indicates that the work location will be reflected in the final Task Authorization. Can CRA please confirm that any travel required in the execution of work authorized under a task authorization will be reimbursed in line with Treasury Board guidelines?
- A8. As stated in section 7.9, CRA will not cover travel and living expenses.

## 2. AMENDMENTS TO THE RFP

- At Appendix 2, Point Rated Criteria;

### DELETE:

<b>R4</b>	Projects submitted for review to meet mandatory criterion M4 under Appendix 1, included references to the application of Treasury Board Secretariat (TBS) guidelines such as usability, accessibility, interoperability.	<b>TOTAL</b> <b>10 Points</b>	<b>0 points</b> - 0 projects referring to TBS guidelines <b>4 points</b> – 1-2 projects referring to TBS guidelines <b>8 points</b> - 3-4 projects referring to TBS guidelines <b>10 points</b> – 5 or more projects referring to TBS guidelines
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**INSERT:**

<b>R4</b>	<p>Projects submitted for review to meet mandatory criterion M4 under Appendix 1, included references to the application of Treasury Board Secretariat (TBS) guidelines, or industry equivalent, such as usability, accessibility, interoperability.</p> <p>If the Bidder includes references to industry equivalent guidelines, the onus is on the bidder to clearly demonstrate the equivalency and provide the supporting documentation.</p> <p>Failure to do so will result in a score of zero.</p>	<p><b>TOTAL</b> <b>10 Points</b></p>	<p><b>0 points</b> - 0 projects referring to TBS guidelines, or industry equivalent</p> <p><b>4 points</b> – 1-2 projects referring to TBS guidelines, or industry equivalent</p> <p><b>8 points</b> - 3-4 projects referring to TBS guidelines, or industry equivalent</p> <p><b>10 points</b> – 5 or more projects referring to TBS guidelines, or industry equivalent</p>
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**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**