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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> Services TBIPS SA for IRCC SIMB	
<b>Solicitation No. - N° de l'invitation</b> B8926-170503/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> B8926-170503	<b>Date</b> 2017-11-21
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZM-620-31932	
<b>File No. - N° de dossier</b> 620zm.B8926-170503	<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 2017-11-28</b>	
<b>Time Zone</b> Fuseau horaire Eastern Standard Time EST	
<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> B8926-170503/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> B8926-170503	<b>File No. – N° du dossier</b> 620ZM –B8926-170503	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

**SOLICITATION AMENDMENT 003**

This amendment is raised to:

1. Amend the Request for Proposal (RFP) as detailed in Appendix A-3 below.
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**APPENDIX A-3**

1. At attachment Appendix to Annex A – Operations Resources Assessment Criterion and Response Table, the criteria MTC1 is amended as follow:

**DELETE:**

MTC1	The proposed resource must clearly demonstrate the completion of a post-secondary educational program in computer science, information technology or information management.  Proof must be provided.
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**INSERT:**

MTC1	The proposed resource must clearly demonstrate the completion of a post-secondary educational program in computer science, information technology or information management.  <b><u>A copy of each diploma must be included with the proposal</u></b>
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2. At Attachment 4.1- Mandatory Technical Criterion, the criteria MTC6 is amended as follow:

**DELETE:**

<b>Solicitation No. – N° de l’invitation</b> B8926-170503/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> B8926-170503	<b>File No. – N° du dossier</b> 620ZM –B8926-170503	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

MTC6	The proposed resource must clearly demonstrate the completion of a post-secondary educational program in computer science, information technology or information management.  Proof must be provided.
------	---

**INSERT:**

MTC6	The proposed resource must clearly demonstrate the completion of a post-secondary educational program in computer science, information technology or information management.  <b><u>A copy of each diploma must be included with the proposal</u></b>
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3. At Attachment 4.2 – Point Rated Technical Criteria, Maximum point available and Minimum point available for RTC1 and RTC2 have been update since RTC2 was amended with solicitation amendment 2:

**DELETE:**

RTC#	Rated Technical Criteria	Maximum Points	Points Scale	Bidder's Response (Reference to Substantiating Materials incl)
RTC1	Client Manager. The Bidder should demonstrate the following:  1. The number of years of experience serving as a Client Manager.  2. The number of resources simultaneously managed under any contract(s) within the last five years (as of bid closing date), including the following for each contract:	5     10	1 point for each year of experience exceeding three years serving as a Client Manager on contracts (up to a maximum of 5 points).    over 40 resources - 10 points 31 to 40 resources - 8 points 21 to 30 resources - 6 points 11 to 20 resources - 4 points 5 to 10 resources - 2 points	

**Solicitation No. – N° de l’invitation**  
B8926-170503/A

**Amd. No – N° de la modif.**  
003

**Buyer ID – Id de l’acheteur**  
620ZM

**Client Ref. No. – N° de réf. De client**  
B8926-170503

**File No. – N° du dossier**  
620ZM –B8926-170503

**CCC No./ N° CCC – FMS No/ N° VME**

	<ul style="list-style-type: none"><li>• the organization name;</li><li>• the start and end dates for the contract(s);</li><li>• the contract numbers; and</li><li>• the number of resources managed per contract.</li></ul>			
RTC2	<p>Resource Categories. The Bidder should demonstrate the number of the following same or similar categories where resources have been provided on one or more contracts, within the last five years (as of bid closing date).</p> <ul style="list-style-type: none"><li>- B.10 Help Desk Specialist, Level 2</li><li>- B.10 Help Desk Specialist, Level 3</li><li>- B.13 Operations Support Specialist, Level 2</li><li>- B.13 Operations Support Specialist, Level 3</li><li>- I.2 Database Administrator, Level 2</li><li>- I.2 Database Administrator, Level 3</li></ul> <p>A copy of the Contract Statement of Work and/or Task Authorization Statement of Work should be submitted with the bid to substantiate that the services provided by the proposed category are the same or similar to the tasks listed in Section 5 of the Statement of Work of this bid solicitation.</p> <p>If the Bidder's reference contract(s) does not have a Statement of Work with a list of detailed tasks, the Bidder should provide a list of tasks performed under the reference contract(s) that can be confirmed and validated by the Client for the reference contract(s). The list of tasks provided by the Bidder should clearly demonstrate that they are the same or similar to the tasks listed in Section 5 of the Statement of Work of this bid solicitation.</p> <p>The following information must be provided for each category:</p> <ul style="list-style-type: none"><li>• Resource name;</li><li>• Category as detailed in Annex A, Statement of Work;</li><li>• Client contact name;</li><li>• Client's title;</li><li>• Client organization;</li><li>• Client's telephone number;</li></ul>	10	4 to 4+ categories - 10 points 3 categories - 7 points 2 categories - 4 points 1 category - 2 points	

<b>Solicitation No. – N° de l’invitation</b> B8926-170503/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> B8926-170503	<b>File No. – N° du dossier</b> 620ZM –B8926-170503	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

	<ul style="list-style-type: none"> <li>• Client’s email address;</li> <li>• Contract numbers; and</li> <li>• Contract start and end dates.</li> </ul> <p>The information listed above should be submitted with the bid using the Form 2 – Resource Category Form. If any of the information is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within the time frame provided will render the bid non-responsive.</p>				
Maximum Points Available:		/25			
Minimum Points Required:		/17			

**3.0 RATED TECHNICAL CRITERIA - POINTS SUMMARY**

Item	Reference	Maximum Points Available	Minimum Points Required
1	Bidder	25	17
2.1	Resource #1 – B.10 Help Desk Specialist, Level 3	60	42
2.2	Resource #2 – B.14 Operations Support Specialist, Level 3	40	28
2.3	Resource #3 – I.2 Database Administrator, Level 3	40	28
Maximum Points Available - Total:		165	
Minimum Points Required - Total:		115	

**INSERT:**

RTC #	Rated Technical Criteria	Maximum Points	Points Scale	Bidder’s Response (Reference to Substantiating Materials included in Bid)
RTC 1	Client Manager. The Bidder should demonstrate the following:  1. The number of years of experience serving as a Client	5	1 point for each year of experience exceeding three years serving as a Client Manager on	

<b>Solicitation No. – N° de l’invitation</b> B8926-170503/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> B8926-170503	<b>File No. – N° du dossier</b> 620ZM –B8926-170503	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

	<p>Manager.</p> <p>2. The number of resources simultaneously managed under any contract(s) within the last five years (as of bid closing date), including the following for each contract:</p> <ul style="list-style-type: none"> <li>• the organization name;</li> <li>• the start and end dates for the contract(s);</li> <li>• the contract numbers; and</li> <li>• the number of resources managed per contract.</li> </ul>	10	<p>contracts (up to a maximum of 5 points).</p> <p>over 40 resources - 10 points  31 to 40 resources - 8 points  21 to 30 resources - 6 points  11 to 20 resources - 4 points  5 to 10 resources - 2 points</p>	
RTC 2	<p>Resource Categories. The Bidder should demonstrate the number of the following same or similar categories where resources have been provided on one or more contracts, within the last five years (as of bid closing date).</p> <ul style="list-style-type: none"> <li>- B.10 Help Desk Specialist, Level 2</li> <li>- B.10 Help Desk Specialist, Level 3</li> <li>- B.13 Operations Support Specialist, Level 2</li> <li>- B.13 Operations Support Specialist, Level 3</li> <li>- I.2 Database Administrator, Level 2</li> <li>- I.2 Database Administrator, Level 3</li> </ul> <p>A copy of the Contract Statement of Work and/or Task Authorization Statement of Work should be submitted with the bid to substantiate that the services provided by the proposed category are the same or similar to the tasks listed in Section 5 of the Statement of Work of this bid solicitation.</p> <p>If the Bidder’s reference contract(s) does not have a Statement of Work with a list of detailed tasks, the Bidder should provide a list of tasks</p>	7	<p>3 to 3+ categories = 7 points  2 categories = 4 points  1 category = 2 points</p> <ul style="list-style-type: none"> <li>• Amended with Solicitation amended #2.</li> </ul>	

<b>Solicitation No. – N° de l’invitation</b> B8926-170503/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> B8926-170503	<b>File No. – N° du dossier</b> 620ZM –B8926-170503	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

<p>performed under the reference contract(s) that can be confirmed and validated by the Client for the reference contract(s). The list of tasks provided by the Bidder should clearly demonstrate that they are the same or similar to the tasks listed in Section 5 of the Statement of Work of this bid solicitation.</p> <p>The following information must be provided for each category:</p> <ul style="list-style-type: none"> <li>• Resource name;</li> <li>• Category as detailed in Annex A, Statement of Work;</li> <li>• Client contact name;</li> <li>• Client’s title;</li> <li>• Client organization;</li> <li>• Client’s telephone number;</li> <li>• Client’s email address;</li> <li>• Contract numbers; and</li> <li>• Contract start and end dates.</li> </ul> <p>The information listed above should be submitted with the bid using the Form 2 – Resource Category Form. If any of the information is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within the time frame provided will render the bid non-responsive.</p>			
Maximum Points Available:	/22		
Minimum Points Required:	/15.4		

3.0 RATED TECHNICAL CRITERIA - POINTS SUMMARY

Item	Reference	Maximum Points Available	Minimum Points Required
1	Bidder	22	15.4
2.1	Resource #1 – B.10 Help Desk Specialist, Level 3	60	42
2.2	Resource #2 – B.14 Operations Support Specialist, Level 3	40	28

<b>Solicitation No. – N° de l’invitation</b> B8926-170503/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> B8926-170503	<b>File No. – N° du dossier</b> 620ZM –B8926-170503	<b>CCC No./ N° CCC – FMS No/ N° VME</b>

2.3	Resource #3 – I.2 Database Administrator, Level 3	40	28
	Maximum Points Available - Total:	162	
	Minimum Points Required - Total:	113.4	