

Solicitation 1000195041 – Journal Review

Q&A #6 to #10

Question #6:

Could you please confirm whether or not there have been or are incumbents in the role performing the same or similar duties within the last year or several years? If so, please provide the following:

- a. contract value (including whether or not the amount includes taxes);
- b. duration (including level of effort/number of days); and
- c. company providing the services

Answer #6:

There have not been contractors performing the same or similar work as described in the Request For Proposals on an “as and when requested basis” through Task Authorizations in support of the National Advisory Committee on Immunization (NACI). However, examples of past contracts for literature reviews conducted on pre-specified topics in support of NACI are as follows:

1. Literature review of evidence-based approaches and methodologies used by National Immunization Technical Advisory Groups (NITAGs) (contract #: 4500338161): contract value, \$9,870.00; duration, 4 months; level of effort, 89 hours.
2. Literature review to support evidence-based recommendations for immunization program (contract #: 4500246060): contract value, \$138,933.50; duration, 9 months; level of effort, 18 weeks.
3. Literature review of high-dose seasonal influenza vaccine for people 65 years of age and older (contract #: 4500318562): contract value, \$79,953.15; duration, 6 months; level of effort, 203 days (5 staff).

Contract values cited above include taxes.

Question #7:

Will submission of the PDFs of full articles included in reviews be required, or will publication information from the RefWorks databases be sufficient?

Answer #7:

Full-text of articles included in reviews will be required for tasks such as eligibility assessment and data extraction. The Health Library of Health Canada and the Public Health Agency of Canada will be able to provide full-text of articles for projects under Task Authorizations.

Question #8:

Has any analogous project been conducted previously? If so, is the incumbent eligible to apply for this contract?

Answer #8:

There have not been analogous projects, described in the Request For Proposals as Work to be performed on an “as and when requested basis” through Task Authorizations in support of the National Advisory Committee on Immunization (NACI), conducted previously.

Question #9:

The table included in Section 2.1 of the Statement of Work (Tasks, Activities, Deliverables and Milestones) indicates in Task 15 that the literature search may be updated following a presentation of evidence tables and summary results to PHAC and the relevant NACI working group. As changes to the search strategy following the completion of screening can introduce risks regarding scope and timelines, could you please clarify what times of updates might be proposed? Would the scope of an update involve the inclusion of additional articles or a more comprehensive change to the search strategy itself, which would necessitate another round of database searching, screening and data extraction?

Answer #9:

Task 15 in Section 2.1 of Annex A - Statement of Work is intended to be a contingent activity only and therefore is not anticipated to be a regular activity of a Task Authorization. This task may be carried out in certain circumstances, such as a length of time having elapsed between the original literature search and presentation of evidence or post-hoc modification of the literature review search strategy, if required by PHAC, relevant NACI working group, and/or NACI. In the event of a need for a literature search update, the scope of work will be negotiated between the Contractor and PHAC Technical Authority and, if necessary, addressed by means of a Contract Amendment.

Question #10:

Section 4.1.1.2, I understand that the bidder completes the "Mandatory Technical Criteria (MT) grid in 4.1.1.1. Are we also required to complete the grid in section 4.1.1.2 "Point Rated Technical Criteria"?

Answer #10:

Proposals should provide supporting documentation, including but not limited to CVs with detailed descriptions of tasks/activities performed, Diplomas, and/or Degrees, which clearly demonstrates compliance with each of the stated Mandatory Technical Criteria (Section 4.1.1.1) and Point Rated Technical Criteria (Section 4.1.1.2) in Part 4 – Evaluation Procedures and Basis of Selection.