



RETURN BIDS TO :

**RETOURNER LES
SOUMISSIONS À:**

Shared Services Canada
krys.pikula@canada.ca

**REQUEST FOR PROPOSAL
AMENDMENT 002**

**DEMANDE DE PROPOSITION
AEMENDEMENT 002**

Proposal To: Shared Services Canada
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 or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out thereof.

Comments - Commentaires

This document contains a Security Requirement

Vendor/Firm Name and address
Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office – Bureau de distribution
Shared Services Canada
180 Kent Street
Ottawa, ON K1G 4A8

Title – Sujet Talent Recruitment Services	
Solicitation No. – N° de l'invitation R000017904	Date February 12, 2018
Client Reference No. – N° référence du client 17904	
GETS Reference No. – N° de reference de SEAG n/a	
File No. – N° de dossier 2b0kb17904	CCC No. / N° CCC - FMS No. / N° VME
Solicitation Closes – L'invitation prend fin at – à 2:00 PM on – le February 23, 2018	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Inquiries to : - Adresser toutes questions à: Krys Pikula	Buyer Id – Id de l'acheteur C38
Telephone No. – N° de téléphone : 613-608-2207	FAX No. – N° de FAX
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction : See Herein	
Delivery required - Livraison exigée See Herein	Delivered Offered – Livraison proposée
Vendor/firm Name and address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Facsimile No. – N° de télécopieur Telephone No. – N° de téléphone	
Name and title of person authorized to sign on behalf of Vendor/firm (type or print)- Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature Date	



Questions and Answers:

Question	Answer
<p>Q1. Has any firm/individual performed this or similar work currently or in the last 6-12 months? If so, please provide the following:</p> <ul style="list-style-type: none"> • contract value (without taxes); • duration (including level of effort/number of days); and • company providing the services 	<p>A1. This is a new requirement. There is no firm/individual that provided these services within the last 6-12 months.</p>
<p>Q2. Please clarify 3.1 Bid Preparation Instructions statement: <i>“Canada requests that Bidders provide their bid in separately bound sections...”</i> Does this mean Canada expects to receive one proposal per stream?</p>	<p>A2. Correct; bidders may provide proposals for each stream. Bidders are requested to clearly specify which streams they are submitting bids for. In addition, if bidding for multiple streams then each bid should consist of separate sections (Technical, Financial, Certification, etc) as instructed in the RFP.</p>
<p>Q3. What is the budget allotted per stream over the initial three (3) year term?</p>	<p>A3. Budgets will not be discussed at this time since this is a Request for Proposal and the evaluation will include a financial portion.</p>
<p>Q4. How many suppliers will be selected?</p>	<p>A4. Each stream will be evaluated separately. Therefore, up to 3 separate contracts (one for each stream) may be awarded.</p> <p>However, the possibility exists that a single vendor may submit best overall proposals for all three streams. In this case, only one contract would be awarded.</p>
<p>Q5. What is the historical volume of roles per Stream?</p>	<p>A5. This is a new requirement. Therefore, there is no historical volume for each stream.</p>
<p>Q6. Please indicate the types of roles under each stream. Are the roles indicated in Attachment 1 to Annex A for the Executive Stream only?</p>	<p>A6. Attachment 1 to Annex A is provided as a sample/example to indicate to bidders the type of position description that will be provided by clients for each Talent Search. The specific roles/positions for each stream will be identified as the requirements come up and a position description (similar to Attachment 1 to Annex A) will be provided by the client. The Executive Stream will be used to search for executive positions (for example director, senior director and director general positions). The IT Specialist Stream will be used to search for specialist within various IT domains to fill positions within the CS classification. The Professional Specialist Stream will be used to search for specialists outside of the IT domains. These specialists could include but are not limited to Human Resources, Procurement, Security, Finance etc.)</p>



<p>Q7. Please clarify the following statement for all three streams for M1: what is meant by “High-level Corporate Resume”?</p>	<p>A7. <i>We require a corporate resume of the searches conducted as outlined in each stream. The description of the work done should be outlined in the resume at a high-level rather than detailed. The information required to describe the search must include:</i></p> <ul style="list-style-type: none"> • Client name and contact information; • Year Talent Search conducted; • Position for which Talent Search was conducted; • Results of / Outcome from Talent Search.
<p>Q8. For the 20 searches required in each stream for M1: are the searches conducted for placements (or just searches conducted in general)? Must the roles referenced be for roles that are permanent positions only, or can temporary placements be counted? Of the roles to be referenced, must all 20 have been for Government roles—Public Sector only—or will roles placed for Broader Public Sector, Crown Corporations, or Private Sector clients be accepted?</p>	<p>A8. The 20 searches for M1 are searches that have been conducted by your firm for a role(s) required by a client. They do not have to have resulted in a successful placement. The clients for M1 do not have to be Government clients.</p>
<p>Q9. Why is the Shared Services requiring and crediting volume of offices rather than demonstrated experience in providing services throughout Canada? If it is the government’s agenda to promote small business, is this request not inconsistent? Having offices does not demonstrate successful staffing or even the capacity to staff or understand the requirements of the Government. Given technology, and even the government’s use of videoconferencing for interviews, it does not seem to be a reasonable requirement. May I have clarification on this requirement, as I believe it places small business at a disadvantage in submitting on this proposal.</p>	<p>A9. Recruiters in a region would have knowledge of the region and to be able to provide community outreach. SSC is a department that has locations across Canada and having access to recruiter(s) in more than one location would be considered an asset. As such R3 – Services Nationwide is an asset criteria that awards points to a bid that has offices in more than one location in Canada. As there is no minimum point requirement for R3 this solicitation does not require a bid to have offices in more than one location. R3 is not a mandatory criteria and therefore any bid that does not have offices in more than one location in Canada may still be considered viable.</p> <p>Office has been defined as recruiter(s) working on a full-time basis in the office location. This definition allows for an office consisting of 1 recruiter to be considered viable.</p>
<p>Q10. We are respectfully going to need to ask for an extension to the due date of two weeks.</p>	<p>A10. Extension of 1 week has been granted.</p>