

**Solicitation 1000195041 – Journal Review**

**Q&A #12 to #18**

**Question# 12**

There are less than 2 weeks until the aforementioned RFP is due. We are concerned about the timing as we are still waiting on the remaining Q&As, which may have an impact on our approach and resources we choose to put forth. With this in mind, for suppliers to be able to prepare and submit a comprehensive proposal and solution, we would like to respectfully request an extension on the RFP due date until Monday, February 12th.

**Answer# 12**

As already relayed to all vendors the closing date of this solicitation is March 22, 2018 @ 2:00pm (EST)

-----

**Question #13**

We had a question regarding the certifications section of the bid. More specifically, our question relates to Part 5, section 5.2 (Pg. 13 of the RFP). We are not clear on how we can sign off our acknowledgment of the following certifications:

5.2.2.1 Status and Availability of Resources

SACC Manual clause A3005T (2010-08-16) Status and Availability of Resources

5.2.2.2 Certifications - Contract

SACC Manual clause A3015C (2014-06-26) Certifications - Contract

5.2.2.3 Education and Experience

SACC Manual clause A3010T (2010-08-16) Education and Experience

In our previous experience with Health Canada, there was a specific document which we signed (please refer to the attached), where we were able to declare our agreement with the listed certifications. We would appreciate it if you can provide us with some direction regarding this matter.

**Answer #13**

Attached is the document in question, you may use this document if you wish otherwise the submission of your bid will be sufficient as acceptance to these certifications

-----

**Question #14**

can a bidder (institution) be a private entity? For example, a private Health Technology Assessment company that works for both the private and public sectors (in business for past 19 years). This bidder, and the Lead senior resource, meet the certification requirements outlined in the RFP.

**Answer #14**

Yes a bidder can be a private entity

---

**Question #15**

are there templates to be used for the bid application or are applicants to create the Technical bid, Financial bid, Certification bid and cover letter on their own in Word (for example) using the tables provided (for technical and financial)?

**Answer #15**

There are no templates you must provide a bid that will illustrate that you meet the evaluation criteria and certification. You can use the mandatory and rated criteria you can use the tables under “4.1.1 Technical Evaluation” to reference where in your bid the evaluators can find the information to prove you meet the criteria. Please refer to answer #12 about regarding certifications.

---

**Question #16**

in relation to the Technical Evaluation (4.1.1) and specifically the statements “In cases where more than one resource is bid for a resource category each resource must fully meet the specific criteria” and (in Mandatory Technical Criteria and Point Rated evaluation grids), “The Bidder must demonstrate within the proposed resource’s resume for the lead senior resource”, can we submit our proposal using 2-3 lead senior resources, as long as the one used for each item (M1, M2, R1 etc) fully meets the criterion for the item? Our research teams generally have 1 scientific lead and 2 or more content/topic leads, such that the mandatory criteria may best be met by one (e.g. leading research teams performing systematic reviews) while some of point rated criteria are better met by another (vaccine/infectious disease researcher). All would be actively involved in all projects.

**Answer #16**

Proposals must identify one lead senior resource who meets 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.

---

**Question #17**

The link to the NACI methods (Statement of Work section 2.2) (<http://www.phac-aspc.gc.ca/publicat/ccdr-rmtc/09vol35/acs-1/index-eng.php>) leads me to a different paper published in 2008. Would you be able to send the correct pdf?

**Answer #17**

The PDF copy of the “Evidence-based recommendations for immunization - Methods of the National Advisory Committee on Immunization” article in the Canada Communicable Disease Report is currently unavailable. Please refer to the article in HTML format at the following web link:

<https://www.canada.ca/en/public-health/services/reports-publications/canada-communicable-disease-report-ccdr/monthly-issue/2009-35/methods-national-advisory-committee-immunization.html>

---

**Question #18**

The RFP requires that a lead senior resource has considerable experience in both systematic reviews and vaccines and vaccination programs in Canada. Is it possible to apply with two co-lead senior resources who would have complementary experience? If not, then the next question is irrelevant. If yes, then would both of them have to meet Mandatory Technical Criteria M1-M3 but the Point Rated Technical Criteria would be additive for the 2 co-leads?

**Answer #18**

Proposals must identify one lead senior resource who meets 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.