



**Return Bids to :  
Retourner Les Soumissions à :**

Natural Resources Canada – Ressources naturelles Canada  
Bid Receiving Unit – Loading Dock Access  
Unité de réception des soumissions, Accès au quai de chargement  
588 rue Booth Street  
Ottawa, Ontario  
K1A 0E4  
Attention: **Danielle Gudbranson**

**Danielle.Gudbranson@Canada.ca**

**SOLICITATION AMENDMENT #3  
MODIFICATION DE L'INVITATION  
QUESTIONS & ANSWERS  
QUESTIONS/RÉPONSES**

**Proposal To: Natural Resources 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 therefor.

**Proposition à: Ressources Naturelles Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments – Commentaires**

**If you are submitting a proposal using a courier service, please ensure you clearly indicate the RFP Number, Closing Date and Closing Time on the front of the courier envelope.**

**Si vous soumettez une proposition en utilisant un service de messagerie, veuillez vous assurer d'indiquer clairement le numéro de la DP, la date de clôture et l'heure de clôture à l'extérieur de l'enveloppe du service de messagerie.**

**Issuing Office – Bureau de distribution**

Finance and Procurement Management Branch  
Natural Resources Canada  
580 Booth Street, 5th Floor  
Ottawa, Ontario  
K1A 0E4

<b>Title – Sujet</b> Executive Director for Indigenous Advisory and Monitoring Committee	
<b>Solicitation No. – No de l'invitation</b> <b>NRCan- 5000037078</b>	<b>Date</b> March 21, 2018
<b>Client Reference No. - N° de référence du client</b> 144635	
<b>Requisition Reference No. - N° de la demande</b> 5000037078	
<b>Solicitation Closes – L'invitation prend fin</b> <b>at – à 02:00 PM EDT</b> <b>on – le 16 April, 2018</b>	
<b>Address Enquiries to: - Adresse toutes questions à:</b> <b>Danielle Gudbranson</b> <b>Danielle.gudbranson@Canada.ca</b>	<b>Buyer ID – Id de l'acheteur</b> A05
<b>Telephone No. – No de telephone</b> (343) 292-8327	<b>Fax No. – No. de Fax</b>
<i>If marked "X" please see the box to the left S'il ya un "X" ici, s.v.p. voir la boîte à la gauche</i>	<input checked="" type="checkbox"/> <b>Acknowledgement copy required Accusé de réception requis</b>
<b>Destination – of Goods, Services and Construction:</b> <b>Destination – des biens, services et construction:</b>  <i>NRCan – Indigenous Partnership Office – West (IPO-W)</i> <i>504 Burrard Street</i> <i>Vancouver, British Columbia</i> <i>V6Z 0B9</i>	
<b>Security – Sécurité</b>  There is no security requirement Il n'y a aucune exigence de sécurité	
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>          <b>Telephone No.:- No. de téléphone:</b> <b>Facsimile No.:- No. de télécopieur:</b> <b>Email :- Courriel :</b>	
<b>Name and Title of person authorized to sign on behalf of Vendor/Firm (type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur</b> (taper ou écrire en caractères d'imprimerie)	
_____ <b>Signature</b>	_____ <b>Date</b>



Solicitation Amendment # 001 was issued to append the RFP Documents to BuyandSell.gc.ca

Solicitation Amendment # 002 was issued to modify the RFP and to answer questions received.

**This Solicitation Amendment # 003 is issued to:**

- Extend the closing date of the bid solicitation to April 16, 2018 at 2:00 PM **EASTERN** Daylight Time
- Respond to questions raised during the Bidder's Conference held February 28, 2018
- Answer questions received through email enquires
- Make administrative amendments to the solicitation document

Question 1: How do you define the Mandatory Criteria #1's "experience providing senior leadership"?

**Answer 1: Experience providing senior leadership must demonstrate the Bidder's ability to represent an organization to clients and/or stakeholders and agenda setting, decision making, and personnel management abilities**

Question 2: Please clarify Mandatory Criteria #3's "professional reference letter".

**Answer 2: The reference letter should speak to the bidder's relevant experience and competencies.**

Question 3: In the case that the Bidder's supervisor is no longer employed at an organization by which the Bidder was employed, or provided professional services to, would you prefer reference letters be provided by the organization or the Bidder's supervisor?

**Answer 3: We will accept a reference letter from the organization or the supervisor (who is no longer employed by the organization).**

Question 4: Will all Bidders make it to the interview stage? Attaining the minimum score of 90 out of 150 points would be difficult without the 50 points available from an interview.

**Answer 4: The interview forms part of the point rated technical evaluation. All bidders will receive an interview.**

Question 5: Does the 280 days listed in Appendix B imply Canada expects the successful Bidder to work more than five days per week?

**Answer 5: The Estimated level of effort listed in column (C\*) of Appendix B is the estimated number of days and is for evaluation purposes only during the solicitation process. It does not represent a commitment of the future usage.**

Question 6: The points available in the interview are weighted more heavily towards "Understanding of the IAMC" and "Understanding of UNDRIP, TRC and Aboriginal and Treaty Rights." Will points be awarded during the interview process for demonstrated interpersonal abilities, for example interpersonal effectiveness, the ability to foster relationships, and general "fit" with the IAMC?

**Answer 6: More information regarding the allocation of points during the interview process will be published to bidders on or before April 6, 2018.**



Question 7: Is this an aboriginal set-aside procurement?

**Answer 7: No, this procurement is not set-aside. Bidding is open to everyone.**

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**Corrections**

At Rated Criteria 3 (R3)

Delete:

Each written project summary should clearly indicate (maximum 1000 words per summary)

Insert:

Each written project summary should clearly indicate (please limit to 1000 words per summary)

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**