



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions -
TPSGC**

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

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

Services Procurement-Instruments Management
Division/Approvisionnement de services-Gestion des
instruments

11 Laurier St. / 11, rue Laurier

11C1, Place du Portage III

Gatineau

Quebec

K1A 0S5

Title - Sujet Tranfer Payment Audit	
Solicitation No. - N° de l'invitation A0480-172881/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client A0480-172881	Date 2018-04-06
GETS Reference No. - N° de référence de SEAG PW-\$\$ZQ-021-32299	
File No. - N° de dossier 021zq.A0480-172881	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-04-13	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Kamanayo, Gatsimbanyi	Buyer Id - Id de l'acheteur 021zq
Telephone No. - N° de téléphone (613) 293-6845 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
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

Solicitation No. - N° de l'invitation A0480-172881/A	Amd. No. - N° de la modif. 002	Buyer ID - Id de l'acheteur 021zq
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This amendment is issued to answer questions raised by potential bidders. Please note that similar questions from different bidders were grouped and answered accordingly.

1. Question about Mandatory Criteria and Point Rated Technical Criteria, Section 1.1 Technical Criteria :

Question 1:

Would the Crown consider removing the requirement for the provision of client contact details that includes name, phone number and email address given that this information may not be available (or cannot be disclosed)?

Answer 1:

At Attachment 1 to Part 4: Technical and Financial Criteria:

DELETE:

For Mandatory Technical Criteria and Point Rated Technical Criteria listed below requiring Project Summaries, the Bidder and its proposed resource(s) should provide:

- Name and description of client organization;
- Name, phone, email of client ;
- Scope, objective, size in dollars and resources, project timeframe (from-to dates month/year);
- Outcomes of the project; and/or
- Description of the Consultant roles and responsibilities in the project.

INSERT:

For Mandatory Technical Criteria and Point Rated Technical Criteria listed below requiring Project Summaries, the Bidder and its proposed resource(s) should provide:

- Name and description of client organization;
- Scope, objective, size in dollars and resources, project timeframe (from-to dates month/year);
- Outcomes of the project; and/or
- Description of the Consultant roles and responsibilities in the project.

2. Questions about Mandatory Criterion 1 (MT1):

Question 2.1:

For MT1, can the Crown please confirm how compliance to 'various locations across Canada' will be assessed? Are there a certain number of audits that need to be outside of the bidder's location or a number of geographical locations that need work should have been performed in?

Answer 2.1:

The locations where the audits were conducted will not impact on the evaluation.

At Attachment 1 to Part 4: Technical and Financial Criteria, in MT1, make the following changes:

DELETE:

various locations across Canada

Question 2.2:

Would the Crown please consider changing MT1 to read “the Project Manager/Leader must demonstrate his/her capacity by providing project descriptions of 25 audits managed by the Project Manager/Leader within a 12-month period in various locations across Canada”?

Answer 2.2:

NO. The Project Manager cannot replace the Bidder to demonstrate what is required in MT1.

Question 2.3:

In response to MT1, do you require 25 detailed project descriptions in addition to the table summarizing the 25 audits containing the minimum information stated in MT1?

Answer 2.3:

No. Only summary table with minimum information is required.

3. Questions about Point Rated Technical Criterion 1 (RT1):

Question 3.1:

We respectfully request that the Crown revise RFP Evaluation Criteria RT1, to allow Bidders to cite audit reports completed for Federal Government Departments, Agencies, or Crown Corporations, within the last ten (10) years from bid closing, in order to provide all pre-qualified Suppliers a fair, open, and competitive procurement opportunity.

Answer 3.1:

RT1 remains unchanged

Question 3.2:

The two audit reports completed by the Bidder must have been prepared for a Canadian federal government client and aimed at Indigenous Communities. Will the Client accept audit reports aimed at Indigenous communities or Indigenous organizations?

Answer 3.2:

YES. The reports completed by the Bidder prepared for a Canadian federal government client and aimed at Indigenous Communities **or** Indigenous organizations will be accepted.

Question 3.3:

Will an audit report aimed at multiple communities (indigenous and non-indigenous ones), but in which sections of the report are dedicated to indigenous communities, be considered to satisfy RT1 rated requirement

Answer 3.3:

NO. Audit reports must be prepared for a Canadian federal government client and aimed at Indigenous Communities **or** Indigenous organizations.

4. Question about Point Rated Technical Criterion 2 (RT2):

RT2 requests that “The Bidder should provide two audit reports (including the name, phone number and email of the client representative) prepared for a Canadian federal government client and aimed at Indigenous Communities, which were completed during the period beginning 5 years prior to the bid posting date.” Providing only two reports does not provide the crown with much of a sample size and therefore may not be representative of the Bidder’s work.

Question 4.1:

Would the crown consider changing the number of reports from two to five in order for the Crown to gain a better understanding of the Bidder's work?

Answer 4.1:

No. Two reports are sufficient.

5. Questions about required expertise:

Question 5.1:

Could the crown please confirm that only Recipient/Contribution Agreement Audits will be acceptable audits to demonstrate MT1?

Question 5.2:

Would the Crown please confirm that various independent assurance projects performed for federal government clients and aimed at Indigenous Communities, such as internal audit projects, financial management reviews and forensic audits/reviews, as relevant experience for MT3, MT4, RT1, RT3 and RT5?

Question 5.3:

Would the crown please confirm that the performance of assurance projects, such as internal audits) over grant and contribution programs where the funding is aimed at Indigenous Communities as relevant experience for MT3, MT4, RT1, RT3 and RT5 since these engagements, generally, include an assessment of compliance to funding arrangements or consideration of communities financial management processes as part of the audit?

Answers to Questions 5.1 to 5.3.

Reports for Recipient/Contribution Agreement Audits and reports for forensic audits/reviews will be accepted. Please see Attachment 1 to Part 4 as amended.

6. Question about Security Requirement:

Question 6.1:

In relation to 7.3 Security Requirements, would the crown please confirm that proposed resources with reliability status applications submitted by the bid close date would be acceptable?

Answer 6.1:

NO. The proposed resources must have their security status validated by the closing date.

7. Question about working with Indigenous community:

Question 7.1:

For the mandatory and rated requirements, would the Crown consider work performed for national aboriginal organizations and aimed at Indigenous Communities as relevant experience?

Answer 7.1:

No. The audits for Recipient/Contribution Agreement or forensic audits must have been prepared for a Canadian federal government client and aimed at Indigenous Communities or Indigenous organizations.

8. Question about Basis of Selection:

Question 8.1:

We would like to request that the basis of selection be changed from 'the lowest evaluated price' to "Highest Combined Rating (80 technical/20 financial)". We are requesting this change due to the fact that a "lowest cost compliant" basis of selection methodology makes good procurement sense when procuring commodities (i.e. goods) as there are few ways of differentiating between goods, apart from price. For professional services however, there are vast differences between Suppliers and the quality of services provided.

Answer 8.1:

The Basis of Selection remains unchanged.

9. Questions about proposed resources:

Question 9.1:

Could the Crown please confirm that all proposed resources must be employees of the Bidder (including the Civil Engineer)?

Answer 9.1:

The proposed resources are not required to be employees of the Bidder.

Question 9.2:

Would the Crown consider instead the provision of one current client contact reference for each of the proposed resources who can confirm relevant experience to the proposed work?

Answer 9.2:

No. It is the responsibility of the Bidder to demonstrate the experience of the proposed resources.

Question 9.3:

Would the Crown please consider modifying the minimum mandatory educational requirement for the Civil Engineer category?

Answer 9.3:

- Please see below **Section 11. Change at Annex A – Statement of Work.**
- At Attachment 1 to Part 4: Technical and Financial Criteria, in MT2, make the following changes:

DELETE:

1 Civil Engineer

INSERT:

1 Professional Engineer

Question 9.4:

Can the Crown please confirm that resources submitted in response to this RFP must meet the PASS SA 2015 Refresh Minimum Mandatory Qualifications and Experience for the Resource Categories as well as any additional mandatory experience requested by this RFP?

Answer 9.4:

The resources submitted in response to this RFP must meet the qualifications required in this RFP. Please see below **Section 11. Change at Annex A – Statement of Work.**

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002
021zq A0480-172881

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10. Question about travel:

Question 10.1:

As part of the requirement for fieldwork, travel will be required to many areas of Canada which may be remote. Does the Volumetric Data (estimated level of effort) include the time associated with travel to and from the Nations?

Answer 10.1:

No. The travel duration and destination is unknown at this stage. Please see Annex B – Basis of Payment, Section 2.1 and Annex A - Statement of Work, Section 10.

Question 10.2:

Would the Crown consider including an additional point rated criteria for bidders to demonstrate how they would minimize this travel time and costs? The evaluation criteria would request bidders to describe their approach to minimizing travel costs through demonstration of local offices in close proximity to First Nations across Canada and/or the usage of technology?

Answer 10.2:

No. No additional point rated criterion will be added.

11. Change at Annex A – Statement of Work.

At Annex A, Section 5.1 make the following changes for Minimum Mandatory Qualifications and Experience for the following resources:

For **PARTNER/MANAGING DIRECTOR, PROJECT MANAGER/LEADER, SENIOR AUDITOR** and **AUDITOR**:

DELETE:

CPA or CIA

INSERT:

CPA, CIA, CMA or CGA

For **CIVIL ENGINEER**:

DELETE:

CIVIL ENGINEER

- Education/Professional Qualifications:
 - ✓ Certification as a professional engineer in Canada.
 - ✓ A degree from a recognized university in Civil Engineering
- Experience -
 - ✓ Must have a minimum of two (2) cumulative years of work experience as a Professional Engineer.

INSERT:

PROFFESIONAL ENGINEER

- Education/Professional Qualifications:
 - ✓ Certification as a professional engineer in Canada.
 - ✓ A degree from a recognized university in Civil Engineering
- Experience -
 - ✓ Must demonstrate post qualification experience of two (2) cumulative years of work experience as a Professional Engineer in at least two (2) of the following categories:

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- Water and wastewater
- Solid waste management
- Construction and maintenance
- Electrification/Hydro power
- Roads/bridges
- Other community infrastructure (description required)

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED