



**RETURN BIDS TO:**

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Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

11 Laurier St., / 11, rue Laurier

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Gatineau

Québec

K1A 0S5

**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**

Informatics Professional Services - EL Division/Services

professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Professional Services - TBIPS 2	
<b>Solicitation No. - N° de l'invitation</b> EP597-180057/A	<b>Amendment No. - N° modif.</b> 007
<b>Client Reference No. - N° de référence du client</b> 20180057	<b>Date</b> 2018-04-12
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-618-32294	
<b>File No. - N° de dossier</b> 618el.EP597-180057	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-05-03</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Laassouli(EL DIV.), Hicham	<b>Buyer Id - Id de l'acheteur</b> 618el
<b>Telephone No. - N° de téléphone</b> (613) 858-9817 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA SSI-DIRECTOR GENERAL'S OFFICE (DGO) KENT SQUARE BUILDING 2ND FL., 270 ALBERT ST. OTTAWA Ontario K1A 0S5 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**The Request for Proposal (RFP) Amendment 007 is raised to answer questions received from Bidders and amend the RFP accordingly.**

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## QUESTIONS AND ANSWERS

**Question 62:** Works Stream 5: R2 ECC experience and R.2.2 certifications. Would the crown consider adding the following certifications to represent the technical categories in this RFP?

- SAP Certified Professional NetWeaver 7
- Business Information Warehouse, with mySAP.com, Certification 2000
- Certified SAP Technology Consultant – SAP Netweaver 04s
- Certified SAP Technical Consultant – SAP.com Technical Certification
- SAP Certified Technology Associate - Authorization & Auditing for SAP NetWeaver 7.31

**Answer 62:** The SAP Certified Professional NetWeaver 7 and SAP Certified Technology Associate - Authorization & Auditing for SAP NetWeaver 7.31 have been added to the list of eligible certifications. The other requested certifications are not relevant to the IFMS footprint and therefore are not included. **See RFP changes no. 19 and 20 below.**

**Question 63:** Workstream 5. R-1 – Corporate Reference contracts

R-1.3 Data Conversion 10 x 10 points – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA.

Would the crown consider the following change? The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA or SAP HANA.

**Answer 63:** Yes, the RFP has been amended as requested. **See RFP change no. 21 below.**

**Question 64:** On p. 226, Appendix 1 to Attachment 2, Bidder Response Table (Corporate Reference Contracts, WS5), there is a fourth requirement (item 4.) which requires the bidder to provide names of resources and start and end dates. The other streams do not require this. Can you please confirm that this is an error and that item #4 in the table for Corporate Reference Contracts does not require this information?

**Answer 64:** Yes this is an error, the RFP has been corrected. **See RFP change no. 22 below**

**Question 65:** Please confirm the resource category required for the ERP Functional Analyst L3. On p. 217 and 223 it states Senior ERP Functional Analyst (SAP Financial Systems), however on p. 229 it states ERP Functional Analyst (Level 3) (SAP ECC).

**Answer 65:** For consistency and clarity the RFP has been updated. **See RFP changes no. 23 and 24 below.**

**Question 66:** On p. 227, there appears to be a numbering issue as item 2) appears to include 2 tasks. Please confirm that there are in fact 6 tasks listed for Attachment 2 – 1.1 and revise accordingly.

**Answer 66:** The RFP has been corrected. See RFP change no. 25 below.

**Question 67:** On p. 229, item b states “...each of the seven tasks...”; however, there are actually 8 tasks listed. Please confirm there are in fact 8 tasks listed for Attachment 2 – 2.1, and not 7. Additionally, the SOW tasks in Section 3 of Annex A are slightly different, please align and revise accordingly.

**Answer 67:** Yes it should read eight tasks, the RFP has been corrected. See RFP change no. 26 below.

**Question 68:** For WorkStream 3 CRM M-1 we have a contract under which we delivered a CRM solution using MS Dynamics 2011. Under this same contract we continue to provide CRM services for the now MS Dynamics 2015 platform. Please confirm that this would be an acceptable reference.

**Answer 68:** Yes that would be acceptable if the Bidder demonstrates that the work delivered includes design and implementation pertaining to updates and new releases on the Dynamics 2015 platform.

**Question 69:** There are a number of large RFPs out presently that include SAP and CRM. Like PSPC, DND has a large multi-stream RFP #W6369-17-P5LQ (closing April 23) that includes both SAP and CRM. TBS has a major multi-stream SAP bid #240062-180010 (closing April 19) out currently as well. With this unusually high volume of SAP and CRM RFPs we are requesting a three week extension so we have a fair opportunity to provide PSPC with proper proposals for CRM and SAP services.

**Answer 69:** The RFP closing date has been extended until May 3, 2018. Please note the deadline for Enquiries is April 17, 2018. See RFP changes no. 27 and 28 below.

**Question 70:** In Workstream 2 the grid for the Courseware Developer L3 Mandatory 2-3.2 requires that “...The identified resource must have a minimum of five years of experience, within the seven years preceding the issuance date of this RFP, developing training materials for a PeopleSoft HCM (version 9.1 or more recent) system implementation or upgrade project.” My GCHR was launched in 2013 and many Departments are only now implementing or upgrading to version 9.1. This means that a courseware developer who has only worked in the NCR in the last seven years will not have five years of v9.1 experience and will not qualify. It is worth noting that every rated criteria assesses experience with version 9.1. Please consider reducing this to three (3) years of version 9.1 which is more in line with the GC environment and more likely to be centered on (more relevant) My GCHR experience. Otherwise please consider changing this requirement to version 8.9 or higher.

**Answer 70:** The requirement has been amended. See RFP change no. 17 contained in RFP Amendment No. 6.

**Question 71:** We would like PSPC to reconsider the high number of resources that are assessed in Workstream 3 CRM. The closest comparable Workstream 4 GCDOCS (a well-established GC standard) requires only 6 mandatory and 6 rated resources with \$1M in billings with resulting contracts for up to 55 resources. Yet Workstream 3 MS Dynamics (a relatively new GC standard) requires 8 mandatory and 8 rated resources with \$750K in billings (25% less than GC DOCS) with resulting contracts for up to 36

resources (35% less than GCDOCS). Shouldn't the numbers for assessed resources be relative so at least 25% less for Workstream 3? We believe 4 mandatory and 4 rated resources is a more keeping with the other evaluations in the rest of the Workstreams.

**Answer 71:** The RFP has been designed to foster competition while recognizing PSPC 's anticipated resource requirements within the particular workstream. The request has been reviewed, the requirement remains unchanged.

**Question 72:** For Stream 3 Bench Strength we are asking that Bidders be allowed to present resources who have been on contract for a minimum period of three months. Since PSPC has established the basis for the Shared Case Management system based on a GC-standard MS Dynamics platform, by design CRM implementations are taking less time. So CRM specialists are brought in for a short period of time as needed and/or there are several small implementations that last no longer than three months. This shorter period will allow Bidders to demonstrate the depth of resources in a manner that is more in line with GC contracting practices.

**Answer 72:** if you are referring to the requirement where the identified resource [ ...must have previously been contracted by the Bidder for a minimum period of six months within the last two years preceding the issuance date of this RFP] this has been clarified. [See RFP change no. 18 below.](#)

**Question 73:** In Workstream 4 (GCDOCS Document Management Professional Services), evaluation criteria R-2.1 and R-3.2 ask for the resources identified in the bid to hold one of three OpenText Content Server certifications. However, it is very uncommon for resources in the non-technical roles (including the Project Manager – Level 3 and the Project Coordinator – Level 3) to possess these technical certifications. Given this, would the Crown please consider accepting a certification as a Certified ECM Practitioner in addition to the certifications listed?

**Answer 73:** The RFP has been revised to include the requested Certification. [Refer to RFP changes no. 29 and 30 below.](#)

**Question 74:** Evaluation criteria R-2.1 and R-3.2 in Workstream 4 ask for the resources identified in the bid to hold one of three OpenText Content Server certifications. Given that the former name of OpenText Content Server was Livelink ECM, would the Crown please confirm that OpenText Livelink ECM certifications would be accepted?

**Answer 74:** The RFP has been revised to include the requested Certification [Refer to RFP changes no. 29 and 30 below.](#)

**Question 75:** We would like to request a further 3 week extension to the closing date of Professional Services - TBIPS 2, Solicitation No. EP597-180057/A. We request this due to the large volume of work required in preparing separate large-scale proposals for each individual stream with each containing up to 16 resources, as well as due to the number of other large scale TBIPS solicitations running concurrently that we, and other bidders for this file, are also pursuing.

**Answer 75:** See answer #69 above. [See also RFP changes no. 27 and 28 below.](#)

**Question 76:** Due to the number of resources to be submitted with specific skillsets for the response to this RFP would the crown extend this RFP until May 4th, 2018?

**Answer 76:** See answer #69 above. **See also RFP changes no. 27 and 28 below.**

**Question 77:** For Stream 4 – M-2 page 181 of 455 the crown is asking for vendors to demonstrate the placement of resources in specific categories for a minimum of 6 months within the last two years. We have placed resources who have performed the requisite tasks but who were contracted in alternate TBIPS Categories. Would the crown accept resources in equivalent categories if we can substantiate that the resources completed 50% of the tasks required for the TBIPS minimums for the requested categories?

**Answer 77:** To clarify, the Bidder must demonstrate that the identified resource meets the mandatory criteria associated with the applicable role as set out in Appendix 1 to Attachment 2, Bidder Response Table (Identified Resources, WS4) (Refer to pages 191-214 of the RFP and subsequent Amendments).

**Question 78:** Part 3 - Bid Preparation Instructions. Bidders are permitted to submit bids electronically through epost Connect, yet the only alternative to this is hard copy; there is no option to submit bids on CD or USB key. In keeping with the government's stated green objectives and the direction taken by PSPC itself with other recent bids, please confirm that Bidders may submit their bids on CD or USB key.

**Answer 78:** The Crown encourages all Bidders to use the epost Connect service to submit electronically their Bids. We highlight the importance for Bidders to send as early as possible, or at least six business days prior to the solicitation closing date and time, an email to PWGSC Bid Receiving Unit requesting to open an epost account (Refer to section 2.2 ePost Connect for full details).

The Crown will also accept bids on CDs or USB key. **Refer to RFP change no 31 and 32 below.**

**Question 79:** Would the Crown provide a revised version of the RFP including all the RFP changes in a word document?

**Answer 79:** Yes, the Crown is willing to provide a word version of the RFP (in track changes mode) upon request. Bidders can request a copy by sending an email directly to the Contracting Authority ([hicham.laassouli@tpsgc-pwgsc.gc.ca](mailto:hicham.laassouli@tpsgc-pwgsc.gc.ca)) after the April 17, 2018 (deadline for submitting RFP enquiries)

## RFP AMENDMENT

15. **REPLACE RFP change No. 15 (contained in RFP Amendment 5) in its entirety as follows:**

At Attachment 2 Bid Evaluation Criteria, Workstream 5 Financial Systems Professional Services, Appendix 1 to Attachment 2, M-1 Bidder Response Tables (Identified Resources, WS5), Table 3. ERP Technical Analyst (Level 3) (SAP)

**DELETE:**

Attachment 2 - 3.2	<p><b>Minimum experience with SAP.</b></p> <p>The identified resource must have a minimum of five years of experience, within the seven years preceding the issuance date of this RFP, monitoring and performing administrative tasks required to maintain an SAP landscape including, at a minimum, the following environments:</p> <ul style="list-style-type: none"> <li>• SAP ECC (version 6 or more recent);</li> <li>• SAP Solution Manger (version 7.1 or more recent);</li> <li>• SAP NetWeaver Business Warehouse (version 7.4 or more recent); and</li> <li>• SAP NetWeaver Portal (version 7.4 or more recent).</li> </ul>
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**INSERT:**

Attachment 2 - 3.2	<p><b>Minimum experience with SAP.</b></p> <p>The identified resource must have a minimum of five years of experience, within the seven years preceding the issuance date of this RFP, monitoring and performing administrative tasks required to maintain an SAP landscape including, at a minimum, the following environments:</p> <ul style="list-style-type: none"> <li>• SAP ECC (version 6 or more recent);</li> <li>• SAP Solution Manger (version 7.1 or more recent);</li> <li>• SAP NetWeaver Business Warehouse (version <del>7.3</del> 7.4 or more recent); and</li> <li>• SAP NetWeaver Portal (version <del>7.3</del> 7.4 or more recent).</li> </ul>
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18. **REPLACE RFP change No. 18 (contained in RFP Amendment 6) in its entirety as follows:**

At Attachment 2 Bid Evaluation Criteria, (for each Workstream 1 – 5), Appendix 1 to Attachment 2, Bidder Response Tables (Identified Resources, WS\_)

**DELETE:**

Attachment 2-__	<p><b>Previously contracted by the Bidder.</b></p> <p>The identified resource must have previously been contracted by the Bidder for a minimum period of six months within the two years preceding the issuance date of this RFP.</p> <p>The Bidder must provide the following substantiating information in its bid:</p>
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	<p>a) Customer organization name;                  b) Customer contact (including name, title, and telephone number or e-mail address);                  c) Project name;                  d) Role of the resource on the project; and                  e) Dates resource worked of contract (start and finish date, mm/yyyy).</p> <p><b>Note:</b> Resources identified at the time of RFP must have previously been contracted by the Bidder as stipulated. This requirement does not apply to resources proposed after contract award in response to TAs.</p>
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**INSERT:**

Attachment 2-__	<p><b>Previously contracted by the Bidder.</b></p> <p>The identified resource must have previously been contracted by the Bidder for a minimum period of six <u>cumulative</u> months within the two years preceding the issuance date of this RFP.</p> <p>The Bidder must provide the following substantiating information in its bid:</p> <p>a) Customer organization name;                  b) Customer contact (including name, title, and telephone number or e-mail address);                  c) Project name;                  d) Role of the resource on the project; and                  e) Dates resource worked of contract (start and finish date, mm/yyyy).</p> <p><b>Notes:</b></p> <p>1) <u>The requirement can be demonstrated over one or more Customer Reference Projects.</u></p> <p>2) Resources identified at the time of RFP must have previously been contracted by the Bidder as stipulated. This requirement does not apply to resources proposed after contract award in response to TAs.</p>
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19. At Attachment 2 Bid Evaluation Criteria, Workstream 5 Financial Systems Professional Services, R-2  
 SAP ECC Experience of Identified Resources

**DELETE:**

<b>R-2.1</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following SAP technical certifications:</p> <ul style="list-style-type: none"> <li>• SAP NetWeaver – SAP Security Certified Technology Consultant</li> <li>• SAP FI Academy Certification</li> <li>• SAP Material Management (MM) Certification</li> <li>• SAP Financial Accounting (FI) Certification</li> </ul>
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	<ul style="list-style-type: none"> <li>• SAP Project Systems (PS) Certification</li> <li>• SAP Controlling (CO) Certification</li> <li>• SAP Funds Management (FM) Certification</li> <li>• SAP Human Resources (HR) Certification</li> <li>• SAP NetWeaver Business Warehouse</li> <li>• SAP NetWeaver Business Intelligence</li> <li>• SAP NetWeaver Portal</li> <li>• SAP NetWeaver ABAP</li> <li>• SAP Business Objects</li> <li>• SAP BASIS</li> <li>• SAP Certified Business Warehouse Consultant BW 3.5</li> <li>• SAP Business Warehouse (BW/BI) Solution Consultant</li> <li>• SAP Certified Development Associate – ABAP with SAP NetWeaver 7.0</li> <li>• SAP Certified Development Associate – Business Intelligence with SAP NetWeaver 7.0</li> <li>• SAP NetWeaver 2004s – Exchange Infrastructure &amp; Integration</li> <li>• SAP Certified Application Associate – Business Intelligence (BI) with SAP NetWeaver 7.0</li> <li>• SAP Certified Solution Consultant SAP NetWeaver 2004s – Business Intelligence 7.0</li> <li>• SAP Certified Development Associate – ABAP NetWeaver 7.31</li> <li>• SAP Sales and Distribution (SD) Certification</li> <li>• SAP Certified Application Consultant ABAP/4 Workbench</li> <li>• SAP Certified Technology Consultant in SAP Security</li> <li>• SAP Certified Technology Associate -Authorization and Auditing Certification</li> </ul>
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**INSERT:**

<b>R-2.1</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following SAP technical certifications:</p> <ul style="list-style-type: none"> <li>• SAP NetWeaver – SAP Security Certified Technology Consultant</li> <li>• SAP FI Academy Certification</li> <li>• SAP Material Management (MM) Certification</li> <li>• SAP Financial Accounting (FI) Certification</li> <li>• SAP Project Systems (PS) Certification</li> <li>• SAP Controlling (CO) Certification</li> <li>• SAP Funds Management (FM) Certification</li> <li>• SAP Human Resources (HR) Certification</li> <li>• SAP NetWeaver Business Warehouse</li> <li>• SAP NetWeaver Business Intelligence</li> <li>• SAP NetWeaver Portal</li> <li>• SAP NetWeaver ABAP</li> <li>• SAP Business Objects</li> <li>• SAP BASIS</li> <li>• SAP Certified Business Warehouse Consultant BW 3.5</li> <li>• SAP Business Warehouse (BW/BI) Solution Consultant</li> <li>• SAP Certified Development Associate – ABAP with SAP NetWeaver 7.0</li> </ul>
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	<ul style="list-style-type: none"> <li>• SAP Certified Development Associate – Business Intelligence with SAP NetWeaver 7.0</li> <li>• SAP NetWeaver 2004s – Exchange Infrastructure &amp; Integration</li> <li>• SAP Certified Application Associate – Business Intelligence (BI) with SAP NetWeaver 7.0</li> <li>• SAP Certified Solution Consultant SAP NetWeaver 2004s – Business Intelligence 7.0</li> <li>• SAP Certified Development Associate – ABAP NetWeaver 7.31</li> <li>• SAP Sales and Distribution (SD) Certification</li> <li>• SAP Certified Application Consultant ABAP/4 Workbench</li> <li>• SAP Certified Technology Consultant in SAP Security</li> <li>• SAP Certified Technology Associate -Authorization and Auditing Certification</li> <li>• <u>SAP Certified Professional NetWeaver 7</u></li> <li>• <u>SAP Certified Technology Associate - Authorization &amp; Auditing for SAP NetWeaver 7.31</u></li> </ul>
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20. At Attachment 2 Bid Evaluation Criteria, Workstream 5 Financial Systems Professional Services, R-3 Bench Strength (SAP Financial Systems)

**DELETE:**

<b>R-3.2</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following SAP technical certifications:</p> <ul style="list-style-type: none"> <li>• SAP NetWeaver – SAP Security Certified Technology Consultant</li> <li>• SAP FI Academy Certification</li> <li>• SAP Material Management (MM) Certification</li> <li>• SAP Financial Accounting (FI) Certification</li> <li>• SAP Project Systems (PS) Certification</li> <li>• SAP Controlling (CO) Certification</li> <li>• SAP Funds Management (FM) Certification</li> <li>• SAP Human Resources (HR) Certification</li> <li>• SAP NetWeaver Business Warehouse</li> <li>• SAP NetWeaver Business Intelligence</li> <li>• SAP NetWeaver Portal</li> <li>• SAP NetWeaver ABAP</li> <li>• SAP Business Objects</li> <li>• SAP BASIS</li> <li>• SAP Certified Business Warehouse Consultant BW 3.5</li> <li>• SAP Business Warehouse (BW/BI) Solution Consultant</li> <li>• SAP Certified Development Associate – ABAP with SAP NetWeaver 7.0</li> <li>• SAP Certified Development Associate – Business Intelligence with SAP NetWeaver 7.0</li> <li>• SAP NetWeaver 2004s – Exchange Infrastructure &amp; Integration</li> <li>• SAP Certified Application Associate – Business Intelligence (BI) with SAP NetWeaver 7.0</li> <li>• SAP Certified Solution Consultant SAP NetWeaver 2004s – Business Intelligence 7.0</li> </ul>
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	<ul style="list-style-type: none"> <li>• SAP Certified Development Associate – ABAP NetWeaver 7.31</li> <li>• SAP Sales and Distribution (SD) Certification</li> <li>• SAP Certified Application Consultant ABAP/4 Workbench</li> <li>• SAP Certified Technology Consultant in SAP Security</li> <li>• SAP Certified Technology Associate -Authorization and Auditing Certification</li> </ul>
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**INSERT:**

<b>R-3.2</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following SAP technical certifications:</p> <ul style="list-style-type: none"> <li>• SAP NetWeaver – SAP Security Certified Technology Consultant</li> <li>• SAP FI Academy Certification</li> <li>• SAP Material Management (MM) Certification</li> <li>• SAP Financial Accounting (FI) Certification</li> <li>• SAP Project Systems (PS) Certification</li> <li>• SAP Controlling (CO) Certification</li> <li>• SAP Funds Management (FM) Certification</li> <li>• SAP Human Resources (HR) Certification</li> <li>• SAP NetWeaver Business Warehouse</li> <li>• SAP NetWeaver Business Intelligence</li> <li>• SAP NetWeaver Portal</li> <li>• SAP NetWeaver ABAP</li> <li>• SAP Business Objects</li> <li>• SAP BASIS</li> <li>• SAP Certified Business Warehouse Consultant BW 3.5</li> <li>• SAP Business Warehouse (BW/BI) Solution Consultant</li> <li>• SAP Certified Development Associate – ABAP with SAP NetWeaver 7.0</li> <li>• SAP Certified Development Associate – Business Intelligence with SAP NetWeaver 7.0</li> <li>• SAP NetWeaver 2004s – Exchange Infrastructure &amp; Integration</li> <li>• SAP Certified Application Associate – Business Intelligence (BI) with SAP NetWeaver 7.0</li> <li>• SAP Certified Solution Consultant SAP NetWeaver 2004s – Business Intelligence 7.0</li> <li>• SAP Certified Development Associate – ABAP NetWeaver 7.31</li> <li>• SAP Sales and Distribution (SD) Certification</li> <li>• SAP Certified Application Consultant ABAP/4 Workbench</li> <li>• SAP Certified Technology Consultant in SAP Security</li> <li>• SAP Certified Technology Associate -Authorization and Auditing Certification</li> <li>• <a href="#"><u>SAP Certified Professional NetWeaver 7</u></a></li> <li>• <a href="#"><u>SAP Certified Technology Associate - Authorization &amp; Auditing for SAP NetWeaver 7.31</u></a></li> </ul>
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21. At Attachment 2 Bid Evaluation Criteria, Workstream 5, Financial Systems Professional Services, R-1 Corporate Reference Contracts

**DELETE:**

<b>R-1.3</b>	Data Conversion	<b>10</b>	<ul style="list-style-type: none"> <li><b>10 points</b> – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA.</li> </ul>
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<b>R-1.3</b>	Data Conversion	<b>10</b>	<ul style="list-style-type: none"> <li><b>10 points</b> – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA.</li> </ul>
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<b>R-1.11</b>	Data Conversion	<b>10</b>	<ul style="list-style-type: none"> <li><b>10 points</b> – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA.</li> </ul>
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**INSERT:**

<b>R-1.3</b>	Data Conversion	<b>10</b>	<ul style="list-style-type: none"> <li><b>10 points</b> – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA <u>or SAP HANA.</u></li> </ul>
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<del><b>R-1.3</b></del> <b>R-1.7</b>	Data Conversion	<b>10</b>	<ul style="list-style-type: none"> <li><b>10 points</b> – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA <u>or SAP HANA.</u></li> </ul>
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<b>R-1.11</b>	Data Conversion	<b>10</b>	<ul style="list-style-type: none"> <li><b>10 points</b> – The work delivered by the Bidder under the contract included data conversion migration from a legacy SAP ECC or FreeBalance application to SAP S/4 HANA <u>or SAP HANA.</u></li> </ul>
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22. At Attachment 2 Bid Evaluation Criteria, Appendix 1 to Attachment 2, Bidder Response Table (Corporate Reference Contracts, WS5)

**DELETE:**

4. Demonstrate that the referenced contract included the provision of resources, for a minimum period of six months, in each of the following resource categories:		
Resource Category	Name of Resource(s)	Resource Start & End dates (mm/yyyy)
a. ERP Functional Analyst		
b. ERP Technical Analyst		
c. Application/Software		

Architect or Project Manager		
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23. At Attachment 2 Bid Evaluation Criteria, Workstream 5, Financial Systems Professional Services

**DELETE:** M-2 Corporate Capability (Workstream 5), in its entirety

**INSERT:**

M-2 Corporate Capability (Workstream 5)																				
Item	Mandatory Criteria	Demonstrated Experience																		
<b>M-2</b>	<p>The Bidder must demonstrate its capability to provide resources (that meet PWGSC’s minimum requirements), as and when requested, by identifying a resource in response to each of the requirements identified in the table below. <u>Each of the identified resources must have previously been contracted by the Bidder for a minimum period of six months within the last two years.</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Workstream 5 Resource Category</th> <th style="width: 15%;">Level</th> <th style="width: 40%;"># of resources to be identified</th> </tr> </thead> <tbody> <tr> <td>Application/Software Architect (Financial Systems)</td> <td>Level 3</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Senior ERP Functional Analyst (SAP ECC Financial Systems)</td> <td>Level 3</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Senior ERP Technical Analyst (SAP)</td> <td>Level 3</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Senior Project Manager (SAP Financial ERP Systems)</td> <td>Level 3</td> <td style="text-align: center;">1</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Total # Resources</b></td> <td style="text-align: center;"><b>8</b></td> </tr> </tbody> </table> <p><b>Note:</b> The resources identified in response to this requirement will be used to assess <u>Corporate Capability</u> only.</p>	Workstream 5 Resource Category	Level	# of resources to be identified	Application/Software Architect (Financial Systems)	Level 3	1	Senior ERP Functional Analyst (SAP ECC Financial Systems)	Level 3	4	Senior ERP Technical Analyst (SAP)	Level 3	2	Senior Project Manager (SAP Financial ERP Systems)	Level 3	1	<b>Total # Resources</b>		<b>8</b>	<p>Bidder to complete the Appendix 1 to Attachment 2, Bidder Response Table (Identified Resources, WS5) as applicable to each resource category.</p>
Workstream 5 Resource Category	Level	# of resources to be identified																		
Application/Software Architect (Financial Systems)	Level 3	1																		
Senior ERP Functional Analyst (SAP ECC Financial Systems)	Level 3	4																		
Senior ERP Technical Analyst (SAP)	Level 3	2																		
Senior Project Manager (SAP Financial ERP Systems)	Level 3	1																		
<b>Total # Resources</b>		<b>8</b>																		

24. At Attachment 2 Bid Evaluation Criteria, Workstream 5, Financial Systems Professional Services, R-3 Bench Strength (SAP Financial Systems)

**DELETE:**

Workstream 5 Resource Category	Level	Maximum # of additional resources to be identified
Application/Software Architect (Financial Systems)	Level 3	1
Senior ERP Functional Analyst (SAP Financial Systems)	Level 3	4
Senior ERP Technical Analyst (SAP)	Level 3	2
Senior Project Manager (SAP Financial Systems)	Level 3	1
<b>Total # Resources</b>		<b>8</b>

**INSERT:**

Workstream 5 Resource Category	Level	Maximum # of additional resources to be identified
Application/Software Architect (Financial Systems)	Level 3	1

Workstream 5 Resource Category	Level	Maximum # of additional resources to be identified
Senior ERP Functional Analyst (SAP <del>ECC</del> Financial Systems)	Level 3	4
Senior ERP Technical Analyst (SAP)	Level 3	2
Senior Project Manager (SAP-Financial <del>ERP</del> Systems)	Level 3	1
<b>Total # Resources</b>		<b>8</b>

25. Attachment 2 Bid Evaluation Criteria, Appendix 1 to Attachment 2, Bidder Response Table (Identified Resources, WS5), 1. Application / Software Architect (Level 3) (Financial Systems)

**DELETE:**

Attachment 2 - 1.1	<p>b) that within that timeframe of experience, the resource has experience performing each of the five tasks listed below for a minimum of six cumulative months of experience per task:</p> <ol style="list-style-type: none"> <li>1) Develop technical architectures, frameworks and strategies, for an application area, to meet the business and application requirements;</li> <li>2) Analyze functional requirements to identify information, procedures and decision flows. Analyze and evaluate alternative software solutions to meet business problems;</li> <li>3) Ensure the integration of all aspects of software solutions;</li> <li>4) Create an application component roadmap - roadmap to align business vision and functional coverage to IT vision; and</li> <li>5) Create an application architecture framework.</li> </ol>
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**INSERT:**

Attachment 2 - 1.1	<p>b) that within that timeframe of experience, the resource has experience performing each of the <del>six</del> five tasks listed below for a minimum of six cumulative months of experience per task:</p> <ol style="list-style-type: none"> <li>1) Develop technical architectures, frameworks and strategies, for an application area, to meet the business and application requirements;</li> <li>2) Analyze functional requirements to identify information, procedures and decision flows;</li> <li>3) Analyze and evaluate alternative software solutions to meet business problems;</li> <li>4) Ensure the integration of all aspects of software solutions;</li> </ol>
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	5) Create an application component roadmap - roadmap to align business vision and functional coverage to IT vision; and 6) Create an application architecture framework.
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26. At Attachment 2 Bid Evaluation Criteria, Appendix 1 to Attachment 2, Bidder Response Table (Identified Resources, WS5), 2. ERP Functional Analyst (Level 3) (SAP ECC)

**DELETE:**

- b) that within that timeframe of experience, the resource has experience performing each of the seven tasks listed below for a minimum of twelve cumulative months of experience per task:

**INSERT:**

- b) that within that timeframe of experience, the resource has experience performing each of the ~~seven~~ **eight** tasks listed below for a minimum of twelve cumulative months of experience per task:

27. At Page 1 of the Solicitation

**DELETE:**

Solicitation Closes

at 02:00 PM on 2018-04-19

Eastern Daylight Saving Time EDT

**INSERT:**

Solicitation Closes

at 02:00 PM on 2018-05-03

Eastern Daylight Saving Time EDT

28. At RFP PART 2 – BIDDER INSTRUCTIONS, section 2.3 Enquiries – Bid Solicitation

**DELETE:**

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

**INSERT:**

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than ~~5 calendar days before the bid closing date~~ **April 17, 2018**. Enquiries received after that time may not be answered.

29. At Attachment 2 Bid Evaluation Criteria, Workstream 4, GCDOCS Document Management Professional Services, R-2 OpenText Content Server Experience of Identified Resources

**DELETE:**

<b>R-2.1</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following OpenText Content Server certifications:</p> <ul style="list-style-type: none"> <li>• Developer Certification;</li> <li>• Consultant Certification; or</li> <li>• Server Administrator Certification.</li> </ul>
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**INSERT:**

<b>R-2.1</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following OpenText Content Server <u>or OpenText Livelink ECM</u> certifications:</p> <ul style="list-style-type: none"> <li>• <u>Certified ECM Practioner;</u></li> <li>• Developer Certification;</li> <li>• Consultant Certification; or</li> <li>• Server Administrator Certification.</li> </ul>
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30. At Attachment 2 Bid Evaluation Criteria, Workstream 4, GCDOCS Document Management Professional Services, R-3 Bench Strength (OpenText Content Server)

**DELETE:**

<b>R-3.2</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following OpenText Content Server certifications:</p> <ul style="list-style-type: none"> <li>• Developer Certification;</li> <li>• Consultant Certification; or</li> <li>• Server Administrator Certification.</li> </ul>
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**INSERT:**

<b>R-3.2</b>	<p><b>Certification</b></p> <p>The identified resource holds one of the following OpenText Content Server <u>or OpenText Livelink ECM</u> certifications:</p> <ul style="list-style-type: none"> <li>• <u>Certified ECM Practioner;</u></li> <li>• Developer Certification;</li> <li>• Consultant Certification; or</li> <li>• Server Administrator Certification.</li> </ul>
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## 31. At PART 3 - BID PREPARATION INSTRUCTIONS

**DELETE:** section 3.1 in its entirety

**INSERT:**

**3.1 Bid Preparation Instructions****(a) Epost Connect Bid Submission**

- (i) If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions and as amended in Part 2 - Bidder Instructions, Article 2.1 Standard Instructions, Clauses and Conditions. Bidders are required to provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.
- (ii) The bid must be gathered per section and separated as follows:
  - (A) Section I: Technical Bid
  - (B) Section II: Financial Bid
  - (C) Section III: Certifications

**(b) Soft Copy Bid Submission (CD or USB)**

- (i) If the Bidder chooses to submit its bid in soft copy via the PWGSC Bid Receiving Unit, Canada requests that the Bidder submits its bid in separate sections as follows:
  - (i) Section I: Technical Bid – One soft copy on a CD or USB key
  - (ii) Section II: Financial Bid – One soft copy on a CD or USB key
  - (iii) Section III: Certifications – One soft copy on a CD or USB key
- (c) If the Bidder is simultaneously providing an epost Connect copy and soft copy of the bid and if there is a discrepancy between the wording of the epost Connect copy and soft copy, the wording of the epost Connect copy will have priority over the wording of the soft copy.
- (d) Canada is not requesting a hard copy of the bid. However, if the Bidder submits a hard copy of its bid, and if there is a discrepancy between the wording of the soft or epost Connect copy and the hard copy, the wording of the soft or epost Connect copy will have priority over the wording of the hard copy.
- (e) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (f) **Format for Bid:** Canada requests that Bidders follow the format instructions described below in the preparation of their bid:
  - (i) use 8.5 x 11 inch (216 mm x 279 mm) paper;
  - (ii) use a numbering system that corresponds to the bid solicitation;
  - (iii) include a title page at the front of each volume of the bid that includes the title, date, bid solicitation number, bidder's name and address and contact information of its representative; and include a table of contents.
- (g) **Canada's Policy on Green Procurement:** In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process. See the Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- (i) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing a minimum of 30% recycled content; and
  - (ii) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, and using staples or clips instead of cerlox, duotangs or binders.
- (h) **Submission of Only One Bid:**
- (i) A Bidder, including related entities, will be permitted to submit only one bid in response to this bid solicitation. If a Bidder or any related entities participate in more than one bid (participating means being part of the Bidder, not being a subcontractor), Canada will provide those Bidders with 2 working days to identify the single bid to be considered by Canada. Failure to meet this deadline will result in all the affected bids being disqualified. A single bid may contain bids to be awarded a contract in one or more Workstreams. However, a bid may not contain a bid from the Bidder, including related entities to be awarded more than one contract in any given Workstream.
  - (ii) For the purposes of this Article, regardless of the jurisdiction where any of the entities concerned is incorporated or otherwise formed as a matter of law (whether that entity is a natural person, corporation, partnership, etc), an entity will be considered to be "**related**" to a Bidder if:
    - (A) they are the same legal entity (i.e., the same natural person, corporation, partnership, limited liability partnership, etc.);
    - (B) they are "related persons" or "affiliated persons" according to the Canada Income Tax Act;
    - (C) the entities have now or in the two years before bid closing had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
    - (D) the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.
  - (iii) Individual members of a joint venture cannot participate in another bid, either by submitting a bid alone or by participating in another joint venture. .
- (i) **Joint Venture Experience:**
- (i) Where the Bidder is a joint venture with existing experience as that joint venture, it may submit the experience that it has obtained as that joint venture.  
  
Example: A bidder is a joint venture consisting of members L and O. A bid solicitation requires that the bidder demonstrate experience providing maintenance and help desk services for a period of 24 months to a customer with at least 10,000 users. As a joint venture (consisting of members L and O), the bidder has previously done the work. This bidder can use this experience to meet the requirement. If member L obtained this experience while in a joint venture with a third party N, however, that experience cannot be used because the third party N is not part of the joint venture that is bidding.
  - (ii) A joint venture bidder may rely on the experience of one of its members to meet any given technical criterion of this bid solicitation.  
  
Example: A bidder is a joint venture consisting of members X, Y and Z. If a solicitation requires: (a) that the bidder have 3 years of experience providing maintenance service, and (b) that the bidder have 2 years of experience integrating hardware with complex networks, then each of these two requirements can be met by a different member of the joint venture. However, for a single criterion, such as the requirement for 3 years of experience providing maintenance services, the bidder cannot indicate that each of

members X, Y and Z has one year of experience, totaling 3 years. Such a response would be declared non-responsive.

- (iii) Joint venture members cannot pool their abilities with other joint venture members to satisfy a single technical criterion of this bid solicitation. However, a joint venture member can pool its individual experience with the experience of the joint venture itself. Wherever substantiation of a criterion is required, the Bidder is requested to indicate which joint venture member satisfies the requirement. If the Bidder has not identified which joint venture member satisfies the requirement, the Contracting Authority will provide an opportunity to the Bidder to submit this information during the evaluation period. If the Bidder does not submit this information within the period set by the Contracting Authority, its bid will be declared non-responsive.

Example: A bidder is a joint venture consisting of members A and B. If a bid solicitation requires that the bidder demonstrate experience providing resources for a minimum number of 100 billable days, the bidder may demonstrate that experience by submitting either:

- Contracts all signed by A;
- Contracts all signed by B; or
- Contracts all signed by A and B in joint venture, or
- Contracts signed by A and contracts signed by A and B in joint venture, or
- Contracts signed by B and contracts signed by A and B in joint venture.

That show in total 100 billable days.

- (iv) Any Bidder with questions regarding the way in which a joint venture bid will be evaluated should raise such questions through the Enquiries process as early as possible during the bid solicitation period.

### 32. At PART 1 - GENERAL INFORMATION

**DELETE:** section 1.2.(b) in its entirety

**INSERT:**

- (b) It is intended to result in the award of up to 2 contracts in each of the 5 Workstreams, with each contract purchasing Work from only one Workstream. Each contract will be for 1 year plus 2 one-year irrevocable options allowing Canada to extend the term of the contract. **Bidders do not have to submit a bid for each Workstream. In the event that a Bidder wants to bid on more than one Workstream, a separate technical bid should be submitted for each Workstream if the Bidder chooses to submit its bid in hard copies.**

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**