



**RETURN BIDS TO:  
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Bid Receiving/Réception des soumissions**

RCMP/GRC  
**Robyn Dagg**  
Procurement and Contracting Services, M1,  
Mailstop #15  
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**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: - Commentaries :

<b>Title – Sujet</b> Develop a Customized Interest Based Negotiations Training Course and Training Delivery		<b>Date</b> April 13, 2018
<b>Solicitation No. – N° de l'invitation</b> 201800597		<b>Amendment No. – N° de la modification</b> 007
<b>Client Reference No. - No. De Référence du Client</b> 201800597		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At /à :</b>	2:00PM	EDT (Eastern Daylight Time) HAE (heure avancée l'Est)
<b>On / le :</b>	April 30, 2018	
<b>F.O.B. – F.A.B</b> Destination	<b>GST – TPS</b> See herein/ Voir aux présentes	<b>Duty – Droits</b> See herein/ Voir aux présentes
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Robyn Dagg		
<b>Telephone No. – No. de téléphone</b> 613-843-3872		<b>Facsimile No. – No. de télécopieur</b> 613-825-0082
<b>Delivery Required – Livraison exigée</b> See herein/ Voir aux présentes		<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>		
<b>Telephone No. – No. de téléphone</b>		<b>Facsimile No. – No. de télécopieur</b>
<b>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)</b>		
<b>Signature</b>		<b>Date</b>



## Questions and Answers – Series 7

**Q1.** Section 5.1.3.3. (Page 11 of 30) talks about Education and Experience. However, it is unclear if we are required to provide resumes of individual facilitators at this stage?

**A1.** Resumes are not required. Section 5.1.3.3 is a standard clause of the Request for Proposal and is included to advise the bidder that by submitting a bid the bidder certifies the information provided in the resumes and any supporting material is verified by the bidder to be true and accurate.

**Q2.** If we are expected to provide resumes, do you prefer that we attach them as appendices to the Technical Submission or include them in the certification section?

**A2.** Resumes are not required, however please see Annex C of the Request for Proposal for details on what is required in order to demonstrate that you meet the mandatory and rated criteria.

**Q3.** On page 12 of 30 (Appendix 1 to Part 5) it asks for a List of Name but the parenthesis makes it sound as if we do this only if we have a board of directors, are private owners, etc. For example, as a university, do you want us to list the names of the facilitators, the project managers, delivery team, etc.?

**A3.** Under Appendix 1 to Part 5 – 3. List of Names, we are asking that you provide the names of the board of directors or private owner of the company submitting the bid. As for your example if the University is the company bidding, you may consider providing the names of the President/Dean and Vice President of the University.

**Q4.** Under Annex C: Technical Evaluation Criteria on page 24 of 30, section 2 Mandatory Criteria: this requests bidders to use the table on page 25 for our submission. Please confirm you wish us to enter our justification under the substantiation column for each of the three areas or can we use extra space outside the table for additional explanations?

**A4.** As referenced in Annex C “the Bidder must respond to the corresponding mandatory and rated requirements by providing a description explaining, demonstrating, substantiating and justifying their qualifications or approach to meet the requirement. Bidders are requested to provide a response to the mandatory and rated requirement or indicate where their mandatory and rated requirement are met by entering the location (e.g section/volume number, page number, etc.) in the “Substantiation” column. Bidders can use extra space outside the table for additional explanations.