



**RETURN BIDS TO:
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RCMP/GRC
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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 :

Title – Sujet Project Management Workshop		Date May 9, 2018
Solicitation No. – N° de l'invitation 201801648		Amendment No. – N° de la modification 002
Client Reference No. - No. De Référence du Client 201801648		
Solicitation Closes – L'invitation prend fin		
At /à :	2:00PM	EDT (Eastern Daylight Time) HAE (heure avancée l'Est)
On / le :	June 5, 2018	
F.O.B. – F.A.B Destination	GST – TPS See herein/ Voir aux présentes	Duty – Droits See herein/ Voir aux présentes
Address Inquiries to – Adresser toute demande de renseignements à Robyn Dagg		
Telephone No. – No. de téléphone 613-843-3872		Facsimile No. – No. de télécopieur 613-825-0082

Delivery Required – Livraison exigée See herein/ Voir aux présentes	Delivery Offered – Livraison proposée
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:	
Telephone No. – No. de téléphone	Facsimile No. – No. 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



This amendment is raised to address the following:

- To respond to questions received during the solicitation period; and
- To revise the solicitation accordingly, as applicable.

Questions and Answers – Series 2

Q1. Concerning Mandatory Requirement “M1 – The proposed resource must be a Project Management Professional (PMP) with a valid certification.”

Would an advisor who has completed a number of project management frameworks meet this mandatory requirement? (E.g., Macroscopic by DMR, a methodology guide used by a great many businesses and governmental organizations).

A1. You must be a certified Project Management Professional.

Q2. Concerning Mandatory Requirement “M2 – The proposed resource must have a minimum of one (1) year experience in facilitating a project management fundamentals course within the last three (3) years.”

We are able to provide a senior advisor who carries out project management mandates, alternating them with small project-management-training mandates. This person is able to cover the fundamentals of project management and share his practical experience with participants. His practical experience extends far beyond fundamentals and theory, but he does not have the equivalent of one year of experience providing training and facilitating workshops on project management within the last three years. Would it be possible to withdraw the requirement that the experience be acquired within the last three years?

A2. See solicitation revision below.

Q3. In reference to M2 - The proposed resource must have a minimum of one (1) year experience in facilitating a project management fundamentals course within the last three (3) years.”

It may be difficult to find instructors with 1 full year experience in teaching the same course especially if it is a 2 or 3 day course. Would you consider revising M2?

A3. See Solicitation revision below.



SOLICITATION REVISIONS

1) On page 19 of 25, ANNEX C: TECHNICAL EVALUATION CRITERIA,

DELETE: In its entirety.

INSERT:

ANNEX C: TECHNICAL EVALUATION CRITERIA

1. Overview

- a. The statements and requirements in this overview apply to the Mandatories.
- b. To demonstrate the experience of the Bidder or its personnel (i.e. resources), the Bidder must provide complete course details as to where, when (month and year) and how (through which activities/responsibilities) the stated qualifications/experience were obtained.
- c. Phrases such as “within the past five (5) years” used in this solicitation mean “within the five (5) years preceding the closing date of the RFP”. In the event that the RFP closing date is changed after the initial publication of the RFP, the Bidder may choose to interpret the phrase as being measured from either the initial closing date or the final closing date, unless otherwise directed in an RFP amendment.
- d. The Bidder is requested to utilize the unique item number and associated title/description of each evaluation criterion in their responses.

2. Mandatory Criteria

The Bidder must provide a response to the mandatory requirements and should use the table format below. Note: Simply repeating the statement contained in the bid solicitation is not sufficient. The Bidder must respond to the corresponding mandatory 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 requirement or indicate where their mandatory requirement is met by entering the location (e.g section/volume number, page number, etc.) in the “Substantiation” column.

Item	Mandatory Requirement	Met/Not Met	Substantiation
M1	The proposed resource must be a Project Management Professional (PMP) with a valid certification. Note: Proof of certification must be provided.		
M2	The proposed resource must have experience in facilitating a minimum of nine (9) project management fundamentals courses within the last three (3) years.		



ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED