

**ADDENDUM NO. 1**  
**Questions and Answers**

July 11, 2018

**To: All Bidders**

**Subject: RFP # F0566 – Training and Recruitment Services Required to Support the Canadian Food Inspection Agency’s HOPE Peer Support Program**

Bidders are hereby notified of the following questions raised regarding the above RFP.

**Question 1.**

Is \$50,000 CAD the top end of the budget allocated towards this project?

(Under Section 4, Financial Payment, item 2.0 (19<sup>th</sup> page), this dollar figure is listed in the chart.

**Answer 1.**

Yes, \$50,000 is the top end of the budget allocated towards this project.

**Question 2.**

Can the bidder submit several resources for consideration? If so, must each resource meet the Mandatory and Point Rated Evaluation Criteria individually, or will their combined experienced be considered?

**Answer 2.**

Multiple resources can be submitted for consideration. Each resource must meet the Mandatory and Point Rated Evaluation Criteria individually.

**Question 3.**

In Point Rated Evaluation Criteria RT3, it states: “*The bidder shall provide an example of a training plan that demonstrates how the proposed resources will train new and existing Peer Supporters*”. Does the CFIA want the bidder to provide an example of a past existing training plan or, would they like a specifically design training plan that caters to this initiative.

**Answer 3.**

The bidder may provide an example of a past existing training plan or an example of a proposed training plan. Either of these would be accepted.

**Question 4.**

Can you confirm if there has been, in the last 36 months, an incumbent (whether agency, casual or term) providing similar Peer Support Program Services to the CFIA?

**Answer 4.**

There has not been an incumbent providing similar Peer Support Program Services to the CFIA in the last 36 months.

**Questions 5.**

In Financial Evaluation Criteria F1, it states: “The total evaluated price must not exceed a maximum of \$50,000.00 taxes excluded”. It is assumed that this price is just for consulting services. Will there be an additional budget for program support, such as training logistics, (e.g., conference room, printed material, etc.) and travel?

**Answer 5.**

This price is for consulting services. There will be additional budget available for employee's travel to the training location as well as conference rooms (if applicable). Supplier/contractor is to provide any required printed material.