



REQUEST FOR SUPPLIER QUALIFICATION ADDENDUM 1

RFSQ DC-2018-JW-02 Canadian and International Human Resources Consulting Services

Close Date/Time:

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From: DC Procurement

To: All Vendors

E-mail: procurement@destinationcanada.com

Below are answers to questions submitted in regards to the above noted RFSQ as of July 26, 2018.

Q1. Scope of Work D: Can you identify the various locations where career transition services will be required in Canada? According to the document, there are only two offices: Ottawa and Vancouver. Are there any other offices where we would need to provide career transition services?

Answer: Although Destination Canada has offices in Vancouver and Ottawa, the Contractor must be able to provide career transition services in all Canadian provinces, either in person or by video conference.

Q2. Scope of Work A: We note that “Total Rewards and Organization Development” includes a long list of potential services. For each of these services areas, the scope of work that would be required to meet Destination Canada’s needs is not known. As such, it would be extremely difficult to provide accurate total cost figures. Please confirm that it is sufficient to provide standard hourly rate schedule only.

Answer: Please refer to Section C.4.1 through C.4.6 of the RFSQ document for information related to Scope of Work A. Although the exact volume of work is not provided for each scope, proponents should be able to calculate the estimated number of hours for each resource required and provide an hourly rate for each said resource as requested in Section F – Pricing.

An hourly rate schedule is sufficient for services that are ad-hoc only.