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**Bid Fax: (819) 997-9776**

**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 Division/Division des  
services professionnels en informatique

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Quebec

K1A0S5

<b>Title - Sujet</b> three IM/IT TBIPS	
<b>Solicitation No. - N° de l'invitation</b> W6369-18P5MD/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> W6369-18P5MD	<b>Date</b> 2018-09-26
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$IPS-006-33789	
<b>File No. - N° de dossier</b> 006ips.W6369-18P5MD	<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 2018-10-05</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 type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Aresta, Arden	<b>Buyer Id - Id de l'acheteur</b> 006ips
<b>Telephone No. - N° de téléphone</b> (613) 858-9160 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**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/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## SOLICITATION AMENDMENT NO. 003

This amendment is raised to:

1. Provide answers to Bidders questions in relation to the above mentioned solicitation; and
2. Amend the RFP as detailed in Appendix A-3 below.

### Question 19:

**Regarding the answer to Question 4 in Amendment 001:** ASP.NET Framework normally is used with C# rather than C++. Further, M3 for the Programmer/Software Developer (SharePoint) – Level 3 in Appendix C to Annex A requires experience in ASP.NET Framework and C# rather than C++.

Will DND please confirm that experience with C# will be accepted for M3 for the 2.1, and 2.3, I.11 Technology Architect (SharePoint) – Level 3 resources.

### Response 19:

Please refer to response #9.

### Question 20:

Please confirm the minimum level of security clearance required for the resources at time of submission.

### Response 20:

Please refer to response #15.

### Question 21:

**Regarding Question 6 in Amendment 001:** The original question is not fully explained and as a result removing “within the last 10 years” does not fix the problem. The listed technologies include version numbers, and these versions have not been around for 15+ years. SharePoint version 2007 is the oldest at 11.5 years, and therefore the highest score any resource can achieve is 1/3.

Will DND accept experience with older versions of these technologies? OR Please revise the point allocation to reflect the length of possible experience with these versions.

### Response 21:

Please refer to response #7.

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**Question 22:**

Rated Grid 2.18 has requested that candidates have experience with eDocs DM10/OpenText Content Server 10 (released Sep 2010) or SharePoint 2007 (released Jan 2007) and have 15+ years of experience to score full points. Given that OpenText 10 and SharePoint 2007 have been available for fewer than 15 years would the client please accept experience with SharePoint 2003 (released Oct 2003, 14 years 11 months ago) and lower the years required to score full points from 15+ to 14+?

**Response 22:**

Please refer to response #7.

**Question 23:**

Within the Resource Criteria Section the B.11 IM/IT Instructors are alternately referred to as both IT/IT Instructors, and IM/IT Trainers would the client please confirm that these terms refer to the same role and responsibilities and furthermore for the sake of clarity please amend the requirements to consistently use the correct "IM/IT Instructor" title?

**Response 23:**

DND will accept both terms: IM/IT Instructor and IM/IT Trainer and confirms that these terms both refer to the same roles and responsibilities.

**Question 24:**

Point Rated Criteria R2 for both the IM/IT Instructors requires experience "working with business clients" would the client please provide examples of who would be considered valid 'business clients' when responding to these requirements?

**Response 24:**

DND will accept the following examples as valid business clients: the users, the managers and senior management.

**Question 25:**

Annex C SRCL, Part A 7 c) Level of information: Our understanding is that clearances for Protected C now require in person interviews with RCMP or CSIS and potentially subject to polygraph.

Can DND please confirm the following:

- a) The successful proponent's resources will be required to access Protected C information?
- b) Resources will be subject to an interview with the RCMP or CSIS and potentially subject to polygraph?

**Response 25:**

(a) As per Appendix A to Annex C, resources at the Secret level will require access to Protected

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C information.

- (b) Please refer to TBS's Standard on Security Screening, Appendix B, Part 2. The link to the website is as follows: <http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=28115>

**Question 26:**

Page 84: Form 2 - Customer Reference Contact Information: The Contract Information section of the Form indicates "The Bidder must provide with their Form a copy of the reference contract." Due to client confidentiality considerations for private sector references, we recommend the Crown remove the requirement for Bidders to provide copies of the reference contracts. As part of the response to CMC1, Bidders are required to complete Form 2 which includes information such as customer reference contact and contract information (including a description of the core categories), providing enough information in Form 2 for the Crown to verify the experience and, during the reference check process stated on page 12 of the RFP, without having to disclose additional confidential information.

**Response 26:**

No changes to Form 2 will be considered at this time. A copy of each reference contract is required as a part of the response to CMC1.

**Question 27:**

To properly substantiate our candidate's experience, qualifications and expertise, please confirm it is acceptable to cross-reference to detailed project descriptions in his/her resume. The projects in the resume will be sequentially numbered and that number will be used in the matrix to identify the relevant projects that substantiate the specific requirement. Each project in the resume will include the project number, department, project name, role and start/end dates, project descriptions and the candidate's responsibilities and activities as well as an annotation that reflects the mandatory or rated criteria that each statement in the resume is supporting. For example, in response to mandatory criteria M1, a (M1) could be placed at the beginning of the statement in the resume that satisfies this criteria.

**Response 27:**

Yes this is an acceptable method to cross-reference experience within the resource's resume to the evaluation grid.

**Question 28:**

Neither the SRCL in Annex C nor the Security Requirements in Section 7.5 of the RFP indicate document safeguarding applies to this requirement; however, the Bid Submission Form is requesting Bidders identify proposed site(s) or premise(s) requiring safeguard measures. Can DND please confirm document safeguarding does not apply to this requirement and remove this section from the Bid Submission Form?

**Response 28:**

See Appendix A-3 below.

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**Question 29:**

Given that Sr. Architecture resources are not hands-on developers and don't perform coding, and that there is no requirement for them to do so, or utilize C++ or ASP.NET in section 5.7 I.11 Technical Architect of the Statement of Work, would the client please amend Mandatory Table 2.3 M3 to read:

"The Bidder must demonstrate that the proposed resource has a minimum of five (5) years of experience within the last ten (10) years in designing, and architecting Web-based applications which use Microsoft technologies, including ASP.NET Framework and C++."

**Response 29:**

In 5.7.I.11 Technology Architect (eDocs/GCDOCS and SharePoint) of the Statement of Work, some of the responsibilities include:

- 5.7.6 Develop necessary integrations between new and/or existing systems.
- 5.7.11 Develop prototypes of potential solutions and suggest recommended courses of action.

As a result of the above, DND has determined that the evaluation criteria for the Technology Architect will remain the same.

**Question 30:**

Criteria M3 for position I.11 Technology Architect (SharePoint) asks for experience with C+, which was amended to C++ in Answer 4.

Can DND please confirm that this is an error and that the requirement is for experience with C# rather than C++. C++ is seldom used in SharePoint development whereas C# and ASP.NET are the most commonly used programming languages in Microsoft/SharePoint development. This is evidenced by criteria M3 for the A.6 Programmer/Software Developer (SharePoint) which logically requests demonstrated experience with these two languages.

**Response 30:**

Please refer to response #9.

**Question 31:**

The Pricing Schedule (Ref RFP pages 79-81) includes the category I.11 Technology Architect (General) LEVEL 3. However, this category is not otherwise featured in the RFP. Could the Crown please confirm that this is an error and that this category should read I.11 Technology Architect (SharePoint) LEVEL 3?

**Response 31:**

Yes the category should read I.11 Technology Architect (SharePoint) Level 3. Please see Appendix A-3.

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**Question 32:**

In regards to Question 11, the Crown changed 2.15 and 2.16 B.11 IM/IT Instructor (SharePoint) category in Amendment #1 to EDocs/GCDOCS. Can the crown clarify that the original requirement to submit an IM/IT Instructor SharePoint is also acceptable. Therefore the requirement is eDocs/GCDOCS or SharePoint?

**Response 32:**

DND requires bidders to submit both a GCDOCS and a SharePoint IM/IT Instructor.

**Question 33:**

Regarding the following 2 requirements:

**Mandatory Criteria for P.1 Change Management Consultant – Level 3**

M1. The Bidder must demonstrate that the proposed resource has a minimum of ten (10) years of experience in a Change Management Communication role identifying and analyzing the communications needs for EDRMS (eDocs / GCDOCS) and/or SharePoint programs and projects.

**Point Rated Criteria for IM/ IT Trainer – Level 3 (eDocs/GCDOCS)**

R3. The Bidder should demonstrate that the proposed resource has experience delivering eDocs/GCDOCS training courses.

Given that the Government of Canada commonly used the term RDIMS for their EDRMS system prior to GCDOCS, please confirm that DND will accept EDRMS projects labelled RDIMS projects.

**Response 33:**

Yes, DND will accept EDRMS projects labelled RDIMS for M1. for the P.1 Change Management Consultant - Level 3 but not for R3. for the B.11 IM/IT Instructor.

**Question 34:**

Given the delay in receiving a response to specific questions and the difficulty in recruiting well qualified candidates when the technical requirements are question would the client please grant a one week extension to the bid closing date?

**Response 34:**

DND will not extend the closing date at this time.

**Question 35:**

While we recognize that the crown has granted an extension to the original due date, this is a substantial RFP which requires a significant response for nine resources. At the same time, there are also a large number of Government of Canada RFPs with closing dates around the same timeframe as this RFP. Given this, would the crown consider a modest closing date extension of one week (to October 12) to allow bidders time to prepare quality proposals for DND's consideration.

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**Response 35:**

Please refer to response 34.

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### Appendix A-3:

#### 1. Canada has amended the RFP as follows:

Attachment 3.1, Bid Submission Form has been revised as follows:

<b>BID SUBMISSION FORM</b>		
<b>Bidder's full legal name</b>		
<b>Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)</b>	<b>Name</b>	
	<b>Title</b>	
	<b>Address</b>	
	<b>Telephone #</b>	
	<b>Fax #</b>	
	<b>Email</b>	
<b>Bidder's Procurement Business Number (PBN)</b> [see the Standard Instructions 2003] <b>[Note to Bidders: Please ensure that the PBN you provide matches the legal name under which you have submitted your bid. If it does not, the Bidder will be determined based on the legal name provided, not based on the PBN, and the Bidder will be required to submit the PBN that matches the legal name of the Bidder.]</b>		
<b>Jurisdiction of Contract:</b> Province or territory in Canada the Bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)		
<b>Former Public Servants</b> See the Article in Part 2 of the bid solicitation entitled Former Public Servant for a definition of "Former Public Servant".	Is the Bidder a FPS in receipt of a pension as defined in the bid solicitation? Yes ____ No ____ If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant"	
	Is the Bidder a FPS who received a lump sum payment under the terms of the Work Force Adjustment Directive? Yes ____ No ____ If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant"	
<b>Security Clearance Level of Bidder</b> [include both the level and the date it was granted] <b>[Note to Bidders: Please ensure that the security clearance matches the legal name of the Bidder. If it does not, the security clearance is not valid for the Bidder.]</b>		



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<p>On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:</p> <ol style="list-style-type: none"> <li>1. The Bidder considers itself and its proposed resources able to meet all the mandatory requirements described in the bid solicitation;</li> <li>2. This bid is valid for the period requested in the bid solicitation;</li> <li>3. All the information provided in the bid is complete, true and accurate; and</li> <li>4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.</li> </ol>	
<p><b>Signature of Authorized Representative of Bidder</b></p>	

## 2. Canada has amended the RFP as follows:

At Attachment 4.2, Pricing Schedule, the tables have been revised as follows:

### INITIAL CONTRACT PERIODS:

Initial Contract Period – Year 1				
	(B)	(C*)	(D)	(E)
Resource Category	Level of Expertise	Estimated Number of Days	Firm Per Diem Rate	Total Cost (C* x D)
A.6 Programmer/Software Developer	LEVEL 3	220	\$	\$
A.8 System Analyst	LEVEL 2	440	\$	\$
I.9 System Administrator	LEVEL 3	220	\$	\$
I.11 Technology Architect (SharePoint)	LEVEL 3	2200	\$	\$
I.11 Technology Architect (eDocs/GCDOCS)	LEVEL 3	220	\$	\$
B.1. Business Analyst (General)	LEVEL 3	220	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 3	8800	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 2	440	\$	\$

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B.11. IM/IT Instructor (eDocs/GCDOCS/ SharePoint)	LEVEL 3	1760	\$	\$
P.1. Change Management Consultant	LEVEL 3	440	\$	\$
P.9. Project Manager	LEVEL 3	220	\$	\$
<b>Total Price Initial Contract Period – Year 1</b>				<b>\$ &lt;TBD&gt;</b>

<b>Initial Contract Period – Year 2</b>				
	<b>(B)</b>	<b>(C*)</b>	<b>(D)</b>	<b>(E)</b>
<b>Resource Category</b>	<b>Level of Expertise</b>	<b>Estimated Number of Days</b>	<b>Firm Per Diem Rate</b>	<b>Total Cost (C* x D)</b>
A.6 Programmer/Software Developer	LEVEL 3	220	\$	\$
A.8 System Analyst	LEVEL 2	440	\$	\$
I.9 System Administrator	LEVEL 3	220	\$	\$
I.11 Technology Architect (SharePoint)	LEVEL 3	2200	\$	\$
I.11 Technology Architect (eDocs/GCDOCS)	LEVEL 3	220	\$	\$
B.1. Business Analyst (General)	LEVEL 3	220	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 3	8800	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 2	440	\$	\$
B.11. IM/IT Instructor (eDocs/GCDOCS/ SharePoint)	LEVEL 3	1760	\$	\$
P.1. Change Management Consultant	LEVEL 3	440	\$	\$
P.9. Project Manager	LEVEL 3	220	\$	\$
<b>Total Price Initial Contract Period – Year 2</b>				<b>\$ &lt;TBD&gt;</b>

#### OPTION PERIODS:

<b>Option Period 1 – Year 3</b>				
	<b>(B)</b>	<b>(C*)</b>	<b>(D)</b>	<b>(E)</b>
<b>Resource Category</b>	<b>Level of Expertise</b>	<b>Estimated Number of Days</b>	<b>Firm Per Diem Rate</b>	<b>Total Cost (C* x D)</b>
A.6 Programmer/Software Developer	LEVEL 3	220	\$	\$
A.8 System Analyst	LEVEL 2	440	\$	\$
I.9 System Administrator	LEVEL 3	220	\$	\$
I.11 Technology Architect (SharePoint)	LEVEL 3	1100	\$	\$
I.11 Technology Architect (eDocs/GCDOCS)	LEVEL 3	220	\$	\$
B.1. Business Analyst (General)	LEVEL 3	220	\$	\$

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B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 3	3740	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 2	440	\$	\$
B.11. IM/IT Instructor (eDocs/GCDOCS/ SharePoint)	LEVEL 3	1100	\$	\$
P.1. Change Management Consultant	LEVEL 3	440	\$	\$
P.9. Project Manager	LEVEL 3	220	\$	\$
<b>Total Price Option Period 1 – Year 3</b>				<b>\$ &lt;TBD&gt;</b>

<b>Option Period 2 – Year 4</b>				
	<b>(B)</b>	<b>(C*)</b>	<b>(D)</b>	<b>(E)</b>
<b>Resource Category</b>	<b>Level of Expertise</b>	<b>Estimated Number of Days</b>	<b>Firm Per Diem Rate</b>	<b>Total Cost (C* x D)</b>
A.6 Programmer/Software Developer	LEVEL 3	220	\$	\$
A.8 System Analyst	LEVEL 2	440	\$	\$
I.9 System Administrator	LEVEL 3	220	\$	\$
I.11 Technology Architect (SharePoint)	LEVEL 3	1100	\$	\$
I.11 Technology Architect (eDocs/GCDOCS)	LEVEL 3	220	\$	\$
B.1. Business Analyst (General)	LEVEL 3	220	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 3	3740	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 2	440	\$	\$
B.11. IM/IT Instructor (eDocs/GCDOCS/ SharePoint)	LEVEL 3	1100	\$	\$
P.1. Change Management Consultant	LEVEL 3	440	\$	\$
P.9. Project Manager	LEVEL 3	220	\$	\$
<b>Total Price Option Period 2 – Year 4</b>				<b>\$ &lt;TBD&gt;</b>

<b>Option Period 3 – Year 5</b>				
	<b>(B)</b>	<b>(C*)</b>	<b>(D)</b>	<b>(E)</b>
<b>Resource Category</b>	<b>Level of Expertise</b>	<b>Estimated Number of Days</b>	<b>Firm Per Diem Rate</b>	<b>Total Cost (C* x D)</b>
A.6 Programmer/Software Developer	LEVEL 3	220	\$	\$
A.8 System Analyst	LEVEL 2	440	\$	\$
I.9 System Administrator	LEVEL 3	220	\$	\$
I.11 Technology Architect (SharePoint)	LEVEL 3	1100	\$	\$
I.11 Technology Architect (eDocs/GCDOCS)	LEVEL 3	220	\$	\$

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B.1. Business Analyst (General)	LEVEL 3	220	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 3	3740	\$	\$
B.1. Business Analyst (eDocs/GCDOCS)	LEVEL 2	440	\$	\$
B.11. IM/IT Instructor (eDocs/GCDOCS/SharePoint)	LEVEL 3	1100	\$	\$
P.1. Change Management Consultant	LEVEL 3	440	\$	\$
P.9. Project Manager	LEVEL 3	220	\$	\$
<b>Total Price Option Period 3 – Year 5</b>				<b>\$ &lt;TBD&gt;</b>

<b>Total Bid Price</b>	
<b>(Year 1 + Year 2 + Year 3 + Year 4 + Year 5)</b>	<b>\$ &lt;TBD&gt;</b>

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**