



RETURN BIDS TO:

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**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A0S5

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

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT / DOCUMENT CONTIENT DES
EXIGENCES RELATIVES À LA SÉCURITÉ

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

Title - Sujet Informatics Professional Services	
Solicitation No. - N° de l'invitation W6399-18KB18/A	Amendment No. - N° modif. 007
Client Reference No. - N° de référence du client W6399-18KB18	Date 2018-11-21
GETS Reference No. - N° de référence de SEAG PW-\$IPS-001-33994	
File No. - N° de dossier 001ips.W6399-18KB18	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-11-29	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Petersen, Michael	Buyer Id - Id de l'acheteur 001ips
Telephone No. - N° de téléphone (613) 858-7526 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: To be provided upon contract award A être fournis à l'attribution du contrat	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° 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

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SOLICITATION AMENDMENT 007

This solicitation amendment is raised to:

1. Provide answers to bidder's questions in relation to this Request for Proposal (RFP).
2. Amend the RFP to make changes to selected sections of Attachment 4.1: Mandatory and Point Rated Technical Criteria.

1. Questions & Answers

Please note that questions are numbered in the order they are received. Some questions are answered directly to bidders due to their nature and those requiring an answer to all bidders are included in this amendment, as such the numbering sequence of the questions may not be sequential.

Note: Bidders are reminded that the date for answering questions expired on November 15, 2018. Canada does not commit to answer questions received after that date.

Question 20: On page 11 of 24, rated technical requirement RT4 for the application/software architect and on page 16 of 24, rated technical requirement RT13 for the IM architect require the provision of reference information for these proposed resources. However, some of the statements in these requirements and the information requested appear to not apply to a request for a resource reference. For example, the requirements state that: "The Bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer for the work...." This appears to not apply to a resource reference requirement.

In addition, the following information must be provided:

1. The reference must be for an organization's contact responsible for the contract and who received each invoice submitted for the contract.
2. the contract number.

Many resources do not have access to the name of the person who "received each invoice submitted" for a contract that may have occurred many years ago; or a multi-year contract may have invoices that were received by multiple client representatives.

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Usually, for a resource reference request, it is sufficient to provide the name and contact information for the client representative to whom the resource reported, or for a person who can vouch for the resource's work on the project, or perhaps the technical authority for that contract (who may or may not have received "each invoice submitted for the contract"). Also, the contract number is not always something that a resource has access to.

Given this, for RT4 and RT13, please consider removing the following two items: (1) the words "and who received each invoice submitted for the contract" and (2) the requirement to provide the contract number. We note that if this type of further information is required for evaluation purposes, the information could be requested at the evaluation stage.

Answer 20: The response given by Canada for Answer 16 is superceded by Answer 20. RT4 and RT13 are amended as follows:

2. Changes to selected sections of Attachment 4.1: Mandatory and Point Rated Technical Criteria.

Changes from the original RFP are marked in red text. All other content from the original RFP remains unchanged.

Change 10:

RT4 is amended as follows:

Solicitation No. – N° de l'invitation W6399-18KB18/A	Amd. No – N° de la modif. 007	Buyer ID – Id de l'acheteur 001IPS
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RT4	<p>The Bidder's proposed resource should demonstrate experience conducting the tasks listed in Annex A – SOW section 3.2.2 (except i). Cited projects should have a duration of at least six months each and should demonstrate the resource's experience conducting any five (and no fewer than five) of the tasks listed in Annex A – SOW section 3.2.2 (except i). The bidder should provide project descriptions, showing why the work should be considered to be directly comparable and relevant.</p> <p>Customer Reference: The Bidder must confirm its experience by submitting customer reference for each contract provided.</p> <p>a) The reference must include at a minimum the name and e-mail address for an organizations' contact responsible for the Contract and who received each invoice submitted for the contract.</p> <p>b) Bidders are requested to also provide the following reference information:</p> <ol style="list-style-type: none"> 1. Name of the organization; 2. Size of organization; 3. The contract number; 4. A brief description of the services provided; 5. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the contracts; and, 6. The Contract Value. <p>The information listed in a) and b) above should be submitted using the bid using Form 1 – Customer Reference Contact Information Form. If any of the information in b) is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within this time frame may render the bid non-responsive.</p> <p>It is the Bidder's responsibility to ensure that any information provided is accurate. The Bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer for the work. If the Bidder's contract was to perform work which another entity had itself first been contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</p> <p>The Bidder must provide the following information related to the Project:</p> <ol style="list-style-type: none"> 1. Name of the organization; 2. The Project name; 3. A brief description of the tasks conducted; 4. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the project. <p>Bidders are reminded that a Supply Arrangement or Standing Offer is not a contract and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract experience. For example if the Bidder references is TBIPS SA number such as EN578-055605/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.</p>	/30	<p>1 relevant project = 10 points</p> <p>2 relevant projects = 20 points</p> <p>3 relevant projects = 30 points</p>
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Change 11:

RT13 is amended as follows:

RT13	<p>The Bidder's proposed resource should demonstrate experience conducting the tasks listed in Annex A – SOW section 3.2.3 (except i)). Cited projects should have a duration of at least six months each and should demonstrate the resource's experience conducting any five (and no fewer than five) of the tasks listed in Annex A – SOW section 3.2.3 (except i). The bidder should provide project descriptions, showing why the work should be considered to be directly comparable and relevant.</p> <p>Customer Reference: The Bidder must confirm its experience by submitting customer reference for each contract provided.</p> <p>e) The reference must include at a minimum the name and e-mail address for an organizations' contact responsible for the Contract and who received each invoice submitted for the contract.</p> <p>d) Bidders are requested to also provide the following reference information:</p> <ol style="list-style-type: none"> 7. Name of the organization; 8. Size of organization; 9. The contract number; 10. A brief description of the services provided; 11. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the contracts; and, 12. The Contract Value. <p>The information listed in a) and b) above should be submitted using the bid using Form 1 – Customer Reference Contact Information Form. If any of the information in b) is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within this time frame may render the bid non-responsive.</p> <p>It is the Bidder's responsibility to ensure that any information provided is accurate. The Bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer for the work. If the Bidder's contract was to perform work which another entity had itself first been contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</p> <p>The Bidder must provide the following information related to the Project:</p> <ol style="list-style-type: none"> 1. Name of the organization; 2. The Project name; 3. A brief description of the tasks conducted; 4. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the project. <p>Bidders are reminded that a Supply Arrangement or Standing Offer is not a contract and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract experience. For example if the Bidder references is TBIPS SA number such as EN578-055605/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.</p>	/30	<p>1 relevant project = 10 points</p> <p>2 relevant projects = 20 points</p> <p>3 relevant projects = 30 points</p>
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Change 12:

The following changes are made to the RFP:

1. Delete: **FORM 1 -CUSTOMER REFERENCE CONTACT INFORMATION FORM.**

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2. Delete: **3.2 (v) - Customer Reference Contact Information.**

3. Delete: **4.2 (d) - Reference Checks.**

All other content from the original RFP remains unchanged.