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Gatineau

Québec

K1A 0S5

**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

Electronic Information Technology Professional Srv
Div/Div des srv professionnels en technologie de
l'information électronique
11 Laurier St. / 11 rue Laurier
Portage III 0A1 - 1
Gatineau
Québec
K1A 0S5

Title - Sujet Informatics Professional Services	
Solicitation No. - N° de l'invitation EN578-191152/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20191152	Date 2019-01-09
GETS Reference No. - N° de référence de SEAG PW-\$SEI-004-33785	
File No. - N° de dossier 004ei.EN578-191152	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-03-22	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: John Headon	Buyer Id - Id de l'acheteur 004ei
Telephone No. - N° de téléphone (613) 854-5673 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Services publics et Approvisionnements Canada (SPAC) Secteur de la Gestion de l'Approvisionnement en Services et en Technologies (SGAST) Les Terrasses de la Chaudière 10, rue Wellington, (4th floor), Gatineau, Québec, K1A 0S5	

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

This amendment is raised to include the next steps for the TBIPS renewal initiative and to post the survey document.

The TBIPS/SBIPS Renewal initiative team will conduct three (3) upcoming working group sessions to discuss ideas to modernize the current procurement processes. We are seeking interest from the Client Departments (procurement community), the CIO community and Industry to present content on what is, and what is not working, with our current processes on the corresponding dates below. The working sessions will be organized where specific stakeholders groups will present content of interest. All Working sessions will take place in the Papineau Room at Phase IV, Place de portage, from 09:00 hours until 16:00 hours as follows:

Session 1: **21 January 2019** - TBIPS renewal working group #1 (Client Departments/Procurement)

Session 2: **28 January, 2019** - TBIPS renewal working group #2 (Client Departments/Project/Technical Authority/CIO)

Session 3: **5 February, 2019** - TBIPS renewal working group #3 (Suppliers)

Although any one is welcome to attend Sessions 1 to 3, only the review committee representatives and the speakers from the specified environments at the designated sessions will be given an opportunity to convey their messages and presentations.

Finally we have attached the Survey document. This document was developed in order to assist and create discussion within the three working groups. You are not required to respond. Please take the time to review the document in order assist you and your colleagues in considering topics for a presentation and discussion. You are not limited to the topics in this document and may present on any other topic that would identify concerns with the current processes.

Please submit your interest to present and the corresponding decks to Lynn Levesque at lynn.levesque@tpsgc-pwgsc.gc.ca no later than 16 January 2019 for session 1, January 23, 2019 for session 2, and 30 January 2019 for session 3. For further information you may contact Lynn Levesque directly at 613-858-7937.

SURVEY
Informatics Professional Services
Methods of Supply Renewal Initiative

This document is designed with the objective of generating discussion items for the Informatics Professional Services Methods of Supply Renewal Initiative and to assist interested parties with the content they may wish to present during the open consultations.

We have segregated the topics into 4 groups: Methods of Supply, CPSS – System, procurement process (RFP), and contract management (administration process part). Under each group, we have suggested topics/questions but this does not restrict the addition of other discussion subjects, as applicable. Please note that we are looking to improve the methods of supply but we are also interested in knowing what is working well and should not be changed.

We are requesting that you provide us with some background information as to why and how it represents a problem. We also request that you provide some paths of research or best practices used elsewhere with a proposed solution for each issue that you identify as problematic.

Please indicate on your submission whether you would want to present your information in front of the committee or just have included anonymously during the open consultations.

1. Method of Supply

- Is the method of supply Approach appropriate?
- Terms and Conditions or Supplemental Terms and Conditions:
 - Should they be incorporated into solicitation and contract documents in whole or by reference?
 - Employer-Employee relationships – is this subject clear for you? Are terms and conditions required?
- Is the Joint Venture qualification and bidding process adequate?
- Categories of personnel- Are they appropriate? Is there enough category?, etc.?
- Qualification Process:
 - Evaluation Criteria – Are they too stringent? Not enough? Is there too many? Are they relevant?
 - Should the application process remain always open?
 - Are the tiers appropriate?
 - Vendor Performance - should it affect the qualification process?
 - Should Phased Bid be considered in the pre-qualification process?
- Is the training for the method of supply sufficient?
- Are the templates well written? Easy to follow?
- Instructions for proposal preparation (Suppliers)
Is the availability of information appropriate? (TBIPS landing page, GConnex, GCPedia)
Can you find it easily? If not, what could help you?
- Do you have any other comments/topics that you would like to address? Please elaborate.

2. CPSS – SYSTEM

- Data Collection Component - Suppliers
 - Is it User friendly?
 - Is the submission process easy to follow?
 - What else would you like to have/see in the application?
 - What would you like to see changed or fixed or maintained?
 - Is the training sufficient?
- CPSS Component - Client
 - Is the “Search” function easy to process?
 - Are there sufficient reference documents and templates?
 - What else would you like to have/see in the application?
 - What would you like to see change or fixed or maintained?
 - Is the ability to see Suppliers’ operating name in search results useful?
 - Is the training sufficient?
- Do you have any other comments/topics that you would like to address? Please elaborate.

3. Procurement process (RFP) - Client department RFPs vs procurements over \$2M

- Is the Statement of Work Builder for Professional Services a useful tool?
- Are there other tools we should make available?
- Are the evaluation criteria – grids easy to read, clear and meaningful?
- Do you have any issue with the security clearance process?
 - Is the Employer/Employee relationship well understood?
 - Is there any issue with the way Joint Ventures are managed with the Methods of supply?
 - Any specific clause you would like to discuss?
 - In general, are the statements of work and definitions of requirements clear enough?
 - Are you provided with ample time to respond to requests?
 - Should Skills Validation Interviews be considered during the solicitation process?
 - Should the “Phased Bid Compliance” become a standard process?
 - Do you have any other comments/topics that you would like to address? Please elaborate.

4. Contract management (administration process)

- Is the information on location of data a factor of importance for your department/company?
- Is the Vendor Performance and Corrective Measures Policy sufficient to manage vendor performance? What else should Canada do?
- Is the “Replacement of personnel/resource availability” clause creating a problem for your department / company?
- Should there be more or is there enough/too much vendor/client cooperation?
- Are the payment methods appropriate?
- Do you know or understand the procedures for problem escalation regarding your contract?
- Are the resource provided under contract competent/qualified/trained properly?
- Is the process to on-board a resource well defined? What should be improved?
- Did you experience communications problem with your supplier/client/procurement staff?
- Do you have any other comments/topics that you would like to address? Please elaborate.

As mentioned earlier, the above are not meant to represent an exhaustive list of topics but rather to ignite constructive discussions that will lead to improving our method of supply. So please feel free to add or expand the list.

Please ensure to communicate your interest to the IMOS division via the following email address:

RCNMDAI.NCRIMOS@tpsgc-pwgsc.gc.ca.