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**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

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K1A 0S5

Title-Sujet Gender Equality and Gender-Based Violence Research in Canada	
Solicitation No. - N° de l'invitation 1W001-180192/C	Amendment No. - N° modif. 006
Client Reference No. - N° de référence du client 1W001-18-0192	Date 14 January 2019
GETS Reference No. - N° de référence de SEAG PW-18-00854775	
File No. - N° de dossier 075ss. 1W001-180192C	CCC No./N° CC - FMS NO. / N° VME
Solicitation Closes - L'invitation prend fin at - à 2:00 PM on - le 18 February 2019	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B Plant-Usine : <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: April Campbell	Buyer Id - Id de l'acheteur 075ss
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Instructions : See Herein

Instructions : voir aux présentes

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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 SOLICITATION AMENDMENT IS RAISED TO RESPOND TO QUESTIONS and CORRECT A HYPERLINK.

- Q44. We were wondering if there are any kind of limits on the appendices for the GE and GBV Research in Canada call for proposals. Specifically, we would like to include some letters of support, but we would like to know if there is a page limit to these, or a limit to how many may be included with our proposal, or any other related limits :)
- A44. There is no limit on the number of appendices or the page numbers for the appendices. Section 3.3 of the Call for Proposal identifies page limit restrictions for other areas of the technical proposal. Please see below for further information.
- Q45 How are you distinguishing between Indigenous-led research and research projects that will include Indigenous people/communities as one of the groups for knowledge gathering?
- A45 I refer you to Solicitation Amendment 001, and the revised criteria for MR-2 and MR-6 and article 5.8 Glossary for a definition of “Indigenous proposal”.
- Q46 MR-4 states that “The Bidder must submit a copy of the conferred degree” (re PhD requirement) – is a pdf’d scan or photo of the degree itself acceptable?
- A46 Scanning or photocopy is acceptable.
- Q47 What is included in the 20-page limit of the technical proposal, and what counts as appendices? For example:
- a. CVs – assume these are appendices; please confirm. Also, is there a preferred format for CVs? (full vs brief? Common CV?)
 - b. Descriptions of 5 relevant projects – assume these are included in the 20 pages; please confirm
 - c. Letters of support or other information about potential collaborators – assume these are appendices; please confirm
- A47 The technical proposal includes all information that directly addresses the elements outlined in Section 3.3 (Technical Proposal). All other supporting documents are considered appendices. CVs and letters of support are appendices as they are supporting documents. Descriptions of relevant projects are not appendices as this directly addresses evaluation criteria MR-5. In relation to the number of relevant projects to be submitted, please refer to Solicitation Amendment 001 for updated information on criteria MR-5.
- Items 3.3 a) through to 4.2.2.4 of the Compliance Table must fall within the page limit. All supporting documents may be submitted as appendices.
- Q48 Do you want Table 4.2.2.4 *Collective Team Evaluation* replicated and completed by us in the Technical Proposal, and if so, does it count in the 20 pages?
- A48 Yes to both questions.



- Q49 In some cases, the specific personnel resource is currently unknown – i.e., it will be a highly qualified post-doctoral fellow or graduate student, yet to be recruited and assigned to the sub-project or task. Can the role be described, without the actual person yet named, indicating that they will be selected according to project needs and the criteria in Table 4.2.2.4?
- A49 No, Canada will be evaluating the resources who will form part of the team and as such the individual must form part of the proposal. **They must also be identified in PR-6, Work Breakdown Structure.**
- Q50 We are considering submitting a proposal for prevention of GBV; however, we will be undertaking the work with men. Will this be considered, even though the research addresses the prevention of male violence?
- A50 Absolutely. Research or knowledge synthesis addressing the prevention of male violence based on gender would meet the criteria. I refer you to Part 5, article 5.8, Definitions for more information on what constitutes GBV for this solicitation.
- Q51 If a project findings would be relevant to Indigenous populations as well as other communities, would the research methodology then require “Indigenous-living experience”?
- A51 No. I refer you to Solicitation Amendment 001, MR-2 which provided a description of what qualified as an Indigenous proposal. Relevance to a community is not sufficient.
- Q52 For this work, is copyright the same as IP?
- A52 Copyright is a form of Intellectual Property. I refer you to the Canadian Intellectual Property Office (CIPO) website at: <http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/Home>
- Q53 Is it acceptable for the proposals to have multiple PIs/leads?
- A53 Yes.
- Q54 Who does the work to create the SOW?
- A53 Generating the Statement of Work is a collaborative process between the bidder, and representatives from the Status of Women and oversight by the Contracting Authority.
- Q55a) Will we be paid in a lump sum or do we have to bill for individual expenses?
b) Is it possible to include costs for administration and coordination of the project?
c) Will we get paid after the milestone is achieved or when that phase is initiated?
d) Will we be able to include costs for completing certifications and SOW? Some of us don't have staff to do that without funding.
e) Should we budget the "time for mobilization" prior to starting the project in the 24 month project timeline?
- A55 Financial questions cannot be answered at this time. The Bidders’ proposal and the Statement of Work will ultimately determine the most appropriate basis of payment and method of



payment that will be utilized in any resulting contract. Project coordination can be identified as a category of work within your proposal.

It must be noted that under the Financial Administration Act, Advance Payments are strictly prohibited except in very specific circumstances. This type of work does not meet any of the exceptions.

Payment for developing the Statement of Work will not be made. This is considered part of the bid. I refer you to 2003 Standard Instructions, article 15 Bid Costs, which states that no payment will be made for costs incurred in the preparation and submission of a bid. These costs are the sole responsibility of the bidder.

It is also important to note that Canada will not pay for G&A costs such as recruiting and hiring staff or 'mobilization' costs. 2035 General Conditions, Higher Complexity, Services, article 05 Conduct of the Work, states "1. The Contractor represents and warrants that b. it has everything necessary to perform the Work, including the resources, facilities, labour, technology, equipment and materials." Thus, it is expected that the bidder has everything they require in order to perform the Work. You may address the timeframe to have everything in place before contract award; however, Canada will not award a contract if the bidder is not ready to begin the work.

- Q56 Will some of the evaluators be Indigenous?
- A56 Evaluators will be from a variety of different backgrounds including individuals who identify as Indigenous.
- Q57 Pg 19-20 / section 4.4.2 of the original RFP (English version) published on Dec 10, 2018 states that "selection committee will consider the evaluation results and examine multiple parameters, such as: ... Complementarity to other initiatives being funded by Canada (1 point), Alignment with **emerging** operational and policy issues (3 points)."
- a) Where can a bidder find initiatives being funded by Canada? Will this include research programs funded by Federal Granting Councils such as CIHR and SSHRC?
 - b) Could you please clarify where can bidders find information about these "emerging operational and policy issues"? Or should bidders be monitoring federal departments/agency website for this type of information? or is this specific only to Status of Women, Canada?
- A57 a) Bidders can find information on initiatives being funded by Canada that are relevant to their proposal by searching Canada.ca and relevant departmental web sites, including federal granting councils. The bidder is expected to have expertise related to their proposal, which includes knowledge of similar and complementary federal initiatives being funded that are relevant to their proposal, either through desk research or their professional networks.



b) Emerging operational and policy issues are not known at this time. There is no public information available to bidders. These issues may be specific to Status of Women or broader federal government issues. As the fields of gender-based violence and gender-equality are dynamic, this criteria is meant to indicate that proposals related to operational and policy issues that may emerge during the selection process will receive additional points from the Selection Committee.

Q58 Section 4.4.2 allocates a maximum cumulative of 8 points a bidder can achieve. Are these 8 points in addition to the 100 point scale used in the pre-qualification stage and the maximum 110 points achievable on the point rated requirements listed in 4.2.2? We are confused because the combination of alignment criteria mentioned in section (4.4.2) are not included in the compliance table listed in section 4.1.2. Therefore, where should this information be included in the proposal?

A58 The 8 points are separate and distinct from the Pre-Qualification stage and will function as guidance for the Selection Committee. The Pre-Qualification stage enabled Canada to determine the technical strength of the proposal and the project team. The Selection Committee, however, will review the proposals only based the stated elements to determine which proposal will have the most value to Canada. As such, a Proposal which earns the highest overall score in the Pre-qualification stage may not be one of the proposals selected for contract award. The decision to select a proposal is at the sole discretion of the Proposal Selection Committee.

Bidders are not required to address this section in their proposal as it is not evaluation criteria, and only provided as information for bidders.

* * * * *

At Part 3, Proposal Preparation Instructions, article **3.3, Section 1: Technical Proposal**,

DELETE: The technical proposal can be up to a maximum of 20 pages, not including references.

INSERT: The technical proposal can be up to a maximum of 30 pages, not including references.

At Part 4, Evaluation Procedures and Basis of Selection, article **4.4.2, Selection Committee**,

DELETE: https://www.swc-cfc-gc-ca/violence/strategy-strategie/gbv_fact_sheets_5.pdf

INSERT: <https://cfc-sw-c.gc.ca/violence/strategy-strategie/fs-fi-5-en.html>

At Part 5, Project Details, article **5.3, Research Areas**,

DELETE: SWC also has special interest in Indigenous-led and/or co-created research related to the above research areas that meets needs identified by Indigenous communities.

INSERT: SWC also has special interest in Indigenous proposals (ref. article 5.8 Glossary) related to the above research areas.