



SEN 032 18/19
Audit of Financial Statements

QUESTIONS AND ANSWERS #1

Amendment 1 to RFP

The following sections of the RFP have been amended in an effort to further clarify criteria.

Mandatory Technical Criterion	Met	Not Met	Cross Reference
<p>M1. Resource Experience</p> <p>The partner resource responsible for the audit team must have a CPA, CA designation and be a licensed public accountant with extensive experience (minimum 10 years) in providing financial audit services in the public sector of similar size and complexity. Please include a detailed summary of relevant designations and work experience for the proposed resource.</p>			
<p>M2. Resource(s) Reference</p> <p>External financial statement audits should be a main service in the senior manager(s) and partner(s)' contractual work. The Bidder must provide a list of three (3) recent public sector audits of financial statements for entities of similar size and complexity of the Senate that have been completed within the last two (2) years.</p> <p>The description must include:</p> <ol style="list-style-type: none"> 1. Client (name of the organization); 2. Contact name; 3. Phone number; 4. E-mail address; and 5. Brief history of work performed including the date performed. <p>Public sector is defined as municipal, provincial, parliamentary precinct and federal departments and agencies. Compliance of this criterion is subject to further verification. The Senate of Canada reserves the right to contact the references and confirm that the work was completed in a satisfactory manner.</p> <p>Note: The Senate of Canada cannot be used as a reference. The Senate of Canada may contact references.</p>			



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TECHNICAL MERIT Point Rated Technical Criterion	Maximum No. of Points Available	Cross Reference
R1. Experience The Bidder's partner resource responsible for the audit team should demonstrate experience within the last fifteen (15) years which is above and beyond the minimum ten (10) years identified in M1. The Bidder should include detailed information in their proposal on how they meet the experience required.	10 points maximum 2 points: 10 to 13 years 4 points: 13+ to 16 years 6 points: 16+ to 19 years 8 points: 19+ to 22 years 10 points: 22+ years	

2. Option to Extend the Contract

- I. The Contractor grants to the Senate of Canada the irrevocable option to extend the term of the Contract by up to two (2) additional twelve (12) month periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Question 1:

Could you provide us with a copy of the latest audited financial statements?

Answer 1:

Please refer to the Senate website at:

https://sencanada.ca/content/sen/committee/421/CIBA/reports/CIBA_RPT32_FinStmts_1718_E.pdf



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Question 2:

For R1, if we propose a team of 2 co engagement partners, how will the experience points be allocated? The points for the partner with the most experience or an average of the 2?

Answer 2:

Only one lead partner should be proposed. Mandatory criterion M1 and Rated criterion R1 have been modified.

Question 3:

In Annex A – Statement of work, within the objective the year-ends to be audited are listed as 2018/2019 to 2020/2021. However within the scope, they are 2019/2020 to 2021/2022. Could you please confirm that the dates within the scope are the appropriate dates?

Answer 3:

To perform audits of the Senate of Canada's Financial Statements in accordance with the Canadian public sector accounting standards for the fiscal years of 2019/20 to 2021/22.

The scope of the work will include the audit of the Senate's annual Financial Statements in accordance with Canadian public sector accounting standards and provision of summarized financial statements for the following fiscal years:

- FY 2019/20
- FY 2020/21
- FY 2021/22
- FY 2022/23 (option period)
- FY 2023/24 (option period)