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K1A 0S5

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**Revision to a Request for Supply  
Arrangement - Révision à une demande  
pour un arrangement en matière  
d'approvisionnement**

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**

Services Procurement-Instruments Management  
Division/Approvisionnement de services-Gestion des  
instruments  
Terrasses de la Chaudière 5th Floor  
10 Wellington Street  
Gatineau  
Quebec  
K1A 0S5

<b>Title - Sujet</b> PASS SA 2018	
<b>Solicitation No. - N° de l'invitation</b> E60ZQ-180001/C	<b>Date</b> 2019-01-25
<b>Client Reference No. - N° de référence du client</b> E60ZQ-180001	<b>Amendment No. - N° modif.</b> 003
<b>File No. - N° de dossier</b> 006zq.E60ZQ-180001	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZQ-006-34479	
<b>Date of Original Request for Supply Arrangement</b> 2019-01-01 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-02-12</b>	<b>Time Zone Fuseau horaire</b> Eastern Standard Time EST
<b>Address Enquiries to: - Adresser toutes questions à:</b> de Leon, Philip	<b>Buyer Id - Id de l'acheteur</b> 006zq
<b>Telephone No. - N° de téléphone</b> (613) 302-0769 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

Solicitation No. - N° de l'invitation  
E60ZQ-180001/C

Amd. No. - N° de la modif.  
A003

Buyer ID - Id de l'acheteur  
006ZQ

Client Ref. No. - N° de réf. du client  
E60ZQ-180001

File No. - N° du dossier  
006zqE60ZQ-180001

CCC No./N° CCC - FMS No./N° VME

This amendment is raised to:

1. Provide responses to questions submitted;
2. Amend the solicitation, as applicable.

### **QUESTIONS AND ANSWERS – SET 3**

Q7	<p>Having reviewed the PASS RFSA, we have a question regarding the Audit Support Specialist.</p> <p>Can the Crown please confirm that the Audit Support Specialist category may be leveraged by departments and agencies across all eight streams of the PASS SA and that the Audit Support Specialist is not limited to one or more individual streams? We ask because there has been in recent memory, some confusion within departments and agencies regarding when an Audit Support Specialist can be included in a solicitation and under which streams. Clarification on this point would be helpful to point to in future RFPs.</p> <p>If our understanding is correct, would the Crown please consider amending the RFSA document to include this clarification so that client departments will better understand when using the PASS SA exactly what their options are in relation to the Audit Support Specialist? Suggested new text is as follows:</p> <p><i>“The Audit Support Specialist resource category is applicable to all eight (8) streams of the Professional Audit and Support Services Supply Arrangement (PASS SA). Given the nature of the Audit Support Specialist role, there are no pre-defined minimum mandatory requirements for the Audit Support Specialist within the PASS SA. Minimum mandatory requirements may be defined during the Request for Proposal (RFP) stage as they relate to the specific requirement.”</i></p>
A7	<p>We are able to confirm that the Audit Support Specialist category may be leveraged by departments and agencies across all eight streams of the PASS SA. The category description in Article 1.0, Description of Resource Categories, of Annex A, Statement of Requirements, is amended below.</p>
Q8	<p>As it pertains to A4, Project Summary/Description Template, specifically with regard to MT1 supplier projects: please clarify if the line item "Project Number" refers to the specific numbering of the supplier projects provided in response to each Stream (i.e. Project 1, Project 2, etc.) OR if this line item refers to the Contract/Solicitation Number associated with the supplier project reference.</p>
A8	<p>This line item is intended to associate the project summary/description with a unique identifier, which will facilitate cross references for both the suppliers (when preparing their submissions) and for Canada (when evaluating). While the former numbering convention identified above has traditionally been the most commonly used, the latter would also be acceptable.</p>
Q9	<p>We're currently qualified in multiple Streams. We are not applying for additional Stream(s) and/or Region(s).</p> <p>One of the Resources on our last submission in Sept 2015 left the firm. The firm as a whole, still possess the required technical expertise (MT &amp; RT), as we developed additional staff to fill in the departed staff's role. As an existing supplier, are we required to submit our full response for the new</p>

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	resource in replacing the departed employee?
A9	As per the response provided to Q5 in solicitation amendment A002, Existing Suppliers not applying for additional Stream(s) and/or Region(s) are only required to complete Section I, Data Collection Component, in CPSS. Existing Suppliers not applying for additional Stream(s) and/or Region(s) <b>are not</b> required to demonstrate compliance to any of the mandatory evaluation criteria (i.e. MT1, MT2 and MT3), therefore, they are not required to submit information for any new resources they might employ.
Q1 0	Q3 & A3 from “questions and answers = set 2” it was noted that “projects submitted for Streams 1, 2, 3, 5, 6, ,7 and 8 must have been started in Feb 2014 or later in order to be viable. Several of the projects used on our last submission in Sep 2015 were before Feb 2014. As an existing supplier not applying for additional Stream(s) and/or Region(s), are we required to submit new projects (started in Feb 2014 or later) to replace those “expired” and no longer considered to be viable ones?
A1 0	Please see the response provided to Q9. Existing Suppliers not applying for additional Stream(s) and/or Region(s) are not required to demonstrate compliance to MT1, therefore, they are not required to submit any project summaries. The “viability” of project summaries - the timeframe during which projects must have been started and/or completed – only applies in the cases where they are required to be submitted.

The solicitation is amended as follows:

**At Annex A, Statement of Requirements, Article 1.0, Description of Resource Categories,**

**DELETE:** Article 1.6, Audit Support Specialist, in its entirety.

**INSERT:** Revised Article 1.6 as follows:

**1.6 Audit Support Specialist**

Provides specialized knowledge and advice in support of the audit work being done by those in one or more professional categories described above. Depending on the nature of the requirement, audit support specialists may include, but are not limited to: experts in data extraction, data analysis and spreadsheet development statistical sampling, data recovery and reconstruction specialist, engineers, procurement, supply chain optimization, human resources, etc.

This resource category is applicable to all eight (8) streams of the PASS SA. Given the nature of this resource category's role, there are no pre-defined minimum mandatory requirements. Minimum mandatory requirements should be defined during the Request for Proposal (RFP) stage as they relate to the specific requirement. The inclusion of Audit Support Specialists for any requirement must be addressed on a case-by-case basis with, and authorized by, the Contracting Authority.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**