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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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Title-Sujet Gender Equality and Gender-Based Violence Research in Canada	
Solicitation No. - N° de l'invitation 1W001-180192/C	Amendment No. - N° modif. 012
Client Reference No. - N° de référence du client 1W001-18-0192	Date 15 February 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 20 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 : 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

- Q108 According to CFP section 1.9 (p. 2), “This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically.” After contacting epost Connect about setting up an account to submit our proposal, we were told we need an email invitation from PWGSC / Status of Women Canada in order to be able to upload and submit documents. How do we go about getting such in email in advance?
- A108 Refer to Solicitation Amendment 007 A61, and Solicitation Amendment 008 A92. The email address is on the front page of this document.
- Q109 In the collective team evaluation table (Table 4.2.2.4 on CFP p. 17-18), to get maximum points (4), 76% to 100% of *all* resources demonstrate the qualification or experience. To clarify – if we are partnering with collaborators who provide specific areas of expertise, but $\frac{3}{4}$ to all team members do not possess this expertise, then there is no way to receive full points despite having ample expertise as a collective? It appears that for teams with more collaborators, each contributing different expertise, rather than those with fewer team members, with identical sets of expertise, there is a relative disadvantage for possible points. Please advise.
- A109 The criteria was structured to allow for the evaluation regardless of the size of the team – be it one individual, 6 or 20 – on an equal basis. This ensures fairness.
- Q110 Please confirm that the proposal should constitute 3 documents:
- A110 That is correct.
- Q111 We have created, to address PR-6, a Work Plan Table. To make it readable while including all required sections for the work plan, the table is landscape orientation, legal (8.5 x 14) size. We are submitting via eConnect, and want to ensure that reviewers will be able to print a document with several legal sized pages in it. We did not see guidance on this for e-submissions.
- A111 Printing that size will not be an issue.
- Q112 I understand that there is little flexibility re: having a PhD as the research lead but I'm wondering if we could have two co-leads named --- me and a PhD?
- A112 Please refer to Solicitation Amendment 004, Answer A40.
- Q113 Our organization has a business number, but would like to submit proposals under two different programs. Would there be any issue with two submissions coming from our organization?
- A113 Please refer to Part 3, article 3.2, sub-article a).
- Q114 We are unfamiliar with a lot of the language being used and the call seems to be geared maybe toward consulting firms? As an academic team with community collaborators, we would not be hiring research assistants, post docs, project coordinators, etc UNTIL WE RECEIVED FUNDING.



Therefore, these people although eventually they would be paid from the grant, would not even be known at this point or be able to go into any team table for assessment.

- A114 Please refer to Solicitation Amendment 009, Answer A95. This is not a grant program; bidders must demonstrate they meet the technical, management and financial requirements detailed in the solicitation.
- Q115 For a systematic review, I'd prefer to work with an advisory committee of stake-holders, i.e. contacts in immigrant service providing agencies, policy makers & committee partners whom I've established a long term relationship. Could I go solo, if it's OK should I submit a letter of support from these individuals - as contacts since I'm not working with their establishment. I'm my work, the come in at the time of knowledge translation.
- A115 You may submit letters of support and the letter can outline the collaborators planned contribution to the work – e.g. they will advise during the knowledge translation stage.
- Q116 I'm still struggling with the papers I've to submit. The only obvious one is my doctoral certificate. How go ensure I don't miss additional documents I need to submit. I've checked the section but can't understand what's required for some of them.
- A116 Bidders must submit a technical proposal, a financial proposal and certifications. The requirements for the technical proposal are listed in Article 3.3. the requirements for the financial proposal are listed in Article 3.4. The certifications required with the proposal are listed in Article 6.1, 6.2 and 6.3.
- Q117 This question is in regards to responses (page 2, A106B) issued to bidder questions in the 11th amendment published on Feb 6, 2019. Can you please define or clarify what you mean by "support role"? Do you consider research assistants (undergraduate or Master) preparing transcripts and coding data as "support role"? We generally hire these individuals once the project has been commissioned and view their work as **directly** contributing to the project. So we are confused with the following "support roles should be identified in the PR-6 Work Breakdown Structure and the Financial Proposal, ... but the resources(s) do not have to be evaluated under PR-10, Collective Team Experience as they will not be contributing directly to the work".
- A117 Support roles in this context means roles that will not be contributing directly to the work.
- Q118 The description of the Table 4.2.2.4 Collective Team Evaluation says "for each category of work within the team (as defined in the Work Breakdown Structure/Project Plan), the Bidder should check if the CV of the proposed resource clearly demonstrates the criteria below". If we are including administrative and support roles (transcribers, data coders) in the work breakdown structure, should they then be included in the collective team evaluation table? We are really confused on this point since support staff will not meet most criteria in the table and yet it is difficult to implement the project without them.
- A118 Individuals that are directly contributing to the work should be included in the table. It is expected that many proposals will include resources that do not meet the criteria in this table



and therefore they will not achieve the maximum points available. Achieving a specific score on this specific criteria is not required for your proposal to be selected.

Q119 Please confirm whether the resulting document will be a grant or a contract.

A119 Refer to Solicitation Amendment 001, A9. Submit your financial proposal in accordance with 1031-2. Costs will be addressed at the Contract Award phase and may not be allowed, depending on your proposal and whether the work constitutes Research or Research and Development.

Q120 Can we include indirect costs as a percentage?

A120 Yes.

Q121 PR-7 states: "The Bidder's proposal should identify a) the 3 project risks with the greatest probability of occurring; and, b) the resulting mitigation strategy for each risk." Can you clarify what type of risk you are referring to? Is this intended to be a risk to the completion of the project in some way or a research-related risk to participants?

A121 This is intended to refer to risks relevant to the achievement of the objectives of the project. This could include research-related risks to participants if these risks would impact your ability to achieve the overall objectives of the project.

Q122 Re. Mandatory Requirement 6: Indigenous Living Experience – Our Project Manager is Indigenous. Would it be appropriate that she outline her Indigenous Living Experience under MR – 6? And should we also include my own as PI?

A122 Yes, it would be appropriate. You should also include your own experience.

Q123 Re. PR – 9 Direct Working Experience: We have two co-Principle Investigators. Do we both answer PR – 9 Direct Working Experience relevant to the subject matter? Or do all three of us (including the Project Manager) answer this?

A123 All individuals identified as Principal Investigators or Project Managers can count their experience towards PR-9.

Q124 We are convening a National Research Advisory Committee for the proposed research and are securing letters to this end. Are additional materials like this admissible to include? If so, do we do so in the Appendix?

A124 This is admissible and can be included as an Appendix.

* * * * *



THE SOLICITATION IS AMENDED AS FOLLOWS:

At Part 4, article **4.1 Evaluation Procedures**, sub-article (b),

DELETE: to be determined.

INSERT: the following:

Ana Ferrer	Kelley Hannah Moffat
Angela Hovey	Lana Stermac
Anita Kothari	Laura Hall
Annie Chau	Loretta Parenteau-English
Arshia Zaidi	Lori Ross
Bonnie Freeman	Melissa Gaubry
Chantal Fiola	Michelle Harris-Genge
Charmaine Williams	Nadia Verrelli
Christina Godfrey	Nancy Worth
Christopher Greig	Olga Marques
Cindilee Ecker-Flagg	Patricia O'Campo
Cristine Rego	Randi Su
Greta Bauer	Raven Sinclair
Heather Dahringer	Sheila Isaac
Heather Shipley	Shelley Craig
Jacobet Edith Wambayi	Susan Scott
Jenny Roth	Tracey Adams
Kathy Hegadoren	

END