



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC/Réception des soumissions -  
TPSGC

11 Laurier St./11, rue Laurier  
Place du Portage, Phase III  
Core 0B2 / Noyau 0B2

Gatineau  
Quebec  
K1A 0S5

Bid Fax: (819) 997-9776

**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**

Online Professional Services Division/Division des  
services professionnels en ligne  
Terrasses de la Chaudière 5th Floor  
Terrasses de la Chaudière 5e étage  
10 Wellington Street,  
10, rue Wellington,  
Gatineau  
Quebec  
K1A 0S5

<b>Title - Sujet</b> ProServices Method of Supply	
<b>Solicitation No. - N° de l'invitation</b> E60ZT-180024/C	<b>Date</b> 2019-03-11
<b>Client Reference No. - N° de référence du client</b> 20180024	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> 002zt.E60ZT-180024	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZT-002-33463	
<b>Date of Original Request for Supply Arrangement</b> 2018-04-13 <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 2100-01-01</b>	<b>Time Zone Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>Address Enquiries to: - Adresser toutes questions à:</b> Hickey, Natasha	<b>Buyer Id - Id de l'acheteur</b> 002zt
<b>Telephone No. - N° de téléphone</b> (613) 720-9485 ( )	<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>		

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**Reason for Amendment:**

**1. Modify PART 1- GENERAL SUMMARY, item 4. Who can submit a bid**

Delete:

**4b. ProServices Existing Suppliers**

ProServices' existing Suppliers who currently hold a Supply Arrangement are invited to submit a bid in order to maintain their existing Supply Arrangement. Existing suppliers can also request additional categories, levels of expertise, regions and metropolitan areas at this time.

Insert:

**4b. ProServices' Existing Suppliers**

ProServices' existing Suppliers who currently hold a Supply Arrangement do not need to submit a bid in response to this bid solicitation unless they want to add additional information to their existing supply arrangement.

**2. Modify PART 2 – SUPPLIER INSTRUCTIONS**

Delete:

**1. Submission of Bids**

Bidders must obtain the Bid Solicitation document posted on the Government Electronic Tendering System (GETS), also known as the Buy and Sell Tenders site, and read it in its entirety. ProServices no longer requires a bidder to provide a portion of their submission by paper through the Bid Receiving Unit (BRU). ProServices will only accept electronic submissions through the Data Collection component (DCC) of the Centralized Professional Services System (CPSS) ePortal.

Bidders who have an existing ProServices Supply Arrangement and want to update their level of expertise, Regions/Metropolitan Areas, and/or add additional Streams and Categories, must identify these updates/additions through a bid submission.

Insert:

**1. Submission of Bids**

Bidders must obtain the Bid Solicitation document posted on the Government Electronic Tendering System (GETS), also known as the Buy and Sell Tenders site, and read it in its entirety. ProServices will only accept electronic submissions through the Data Collection component (DCC) of the Centralized Professional Services System (CPSS) ePortal.

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Bidders who have an existing ProServices Supply Arrangement and want to add additional information to their existing supply arrangement must identify these additions through a bid submission.

### **3. *Modify PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION***

#### **Item 3. Technical Evaluation – Mandatory Criteria - M.3 Reference Substantiation for each “Newly Substantiated” Category**

Delete:

11. For the evaluation of each category an email, similar to the example below, will be sent to the reference(s) indicated in the bid. The bidder will also be copied on the email that is sent to the reference(s) with the intent being that the bidder can follow up with their reference(s) to ensure a response is provided to ProServices.

Insert:

11. For the evaluation of each category, an email, similar to the example below, will be sent to the reference(s) indicated in the bid. The bidder will also be copied on the email that is sent to the reference(s) with the intent being that the bidder can follow up with their reference(s) to ensure a response is provided to ProServices. The Bidder cannot respond on behalf of the reference.

#### **Item 5. Security Requirement**

Delete:

A bidder who is awaiting completion of the security clearance process is not “fully compliant” and cannot be issued a Supply Arrangement. In this case, the bidder will have an “inactive Supplier” status in the CPSS ePortal once the results of the RFSA process is released. Provided the bidder agrees to extend the validity period of their bid, the inactive supplier’s bid will remain valid up to the time of the next re-competition process for ProServices. ProServices will consider issuing a Supply Arrangement to this Supplier, once the required clearance is received and provided actions relating to this supplier have not occurred.

If the security clearance has not been obtained by the time of the next re-competition process for ProServices, the inactive Supplier will return to the designation of a “New Bidder” for the submission of a bid in response to a re-competition solicitation.

Insert:

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A bidder who is awaiting completion of the security clearance process is not “fully compliant” and cannot be issued a Supply Arrangement. In this case, the bidder will have a “bid validity” status in the CPSS ePortal once the results of the RFSA process is released. Provided the bidder agrees to extend the validity period of their bid, the supplier’s bid on bid validity status will remain valid up to the time of the next re-competition process for ProServices. ProServices will consider issuing a Supply Arrangement to this Supplier, once the required clearance is received and provided actions relating to this supplier have not occurred.

If the security clearance has not been obtained by the time of the next re-competition process for ProServices, the bidder on bid validity status will return to the designation of a “New Bidder” for the submission of a bid in response to a re-competition solicitation.

Insert:

## **7. Corporate Changes to Suppliers**

**New Suppliers:** If a new supplier is created as a result of a corporate change that occurred less than one year before the closing date of the specific quarter that is currently opened, (identified in Part 2 – Supplier Instructions, item 5 of the Request for Supply Arrangement solicitation as well as item 4.3 of the Supply Arrangement), Canada may, despite the Standard Instructions 2008-5.8 and General Conditions 2020-3.e, consider all of the following:

1. the one year minimum requirement to be met for the new entity, and
2. the transfer of a Supply Arrangement, and
3. allowing the carry-over of existing information already on file, if applicable.

**Existing Suppliers:** If an existing supplier undergoes a corporate change, Canada may, despite the Standard Instructions 2008-5.8 and General Conditions 2020-3.e, consider all of the following:

1. the transfer of a Supply Arrangement, and
2. allowing the carry-over of existing information already on file, if applicable.

The new/existing supplier must certify to all of the following:

- a) The corporate change was solely for tax or other purposes unrelated to the business of the other legal entities;
- b) The corporate change does not affect the ability of the new/existing supplier to carry on the business that had been carried on by the previous legal entity or entities;
- c) The new/existing supplier has carried on the business on behalf of all of the other legal entity or entities involved, uninterrupted from the date of the corporate change;

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- d) The new/existing supplier maintains the same assets, undertakings, operational capability, skills and resources as the other legal entity or entities had maintained before the corporate change;
- e) The other legal entity or entities has or have each carried on business, uninterrupted and in the normal course, for at least one year;
- f) The new/existing supplier did not reorganize or restructure due to bankruptcy;
- g) The new/existing supplier and its affiliates are in compliance with the 'Integrity Provisions' certification; and
- h) The new/existing supplier is security cleared to the same level as the other legal entity or entities.

In order for the information from one Supply Arrangement to be transferred to the new/existing supplier, the new/existing supplier must submit an electronic bid through the Centralized Professional Services System (CPSS) ePortal (<https://sspc-fournisseur-cpss-supplier.tpsgc-pwgsc.gc.ca/Indiquerouverture-session-ShowLogin-Eng.action>).

The timeline to process the transfer of information from one Supply Arrangement to the new/existing supplier in the CPSS e-Portal may take up to six months as the submission will be evaluated along with all other bids submitted under the quarter that is being evaluated. However, if the new/existing supplier has agreed to absorb the cost involved in processing the transfer of information from one Supply Arrangement to the new/existing supplier, then this can be requested through the ProServices method of supply and will cost \$3,000 with an anticipated 2 to 4 week turn around.

#### 4. **Modify PART 5 – CERTIFICATIONS**

##### **Item 1. Mandatory Certifications Required Precedent to Issuance of a Supply Arrangement**

Delete:

##### **e) Grandfather Certification**

The Grandfather certification is applicable to:

- 1) existing ProServices Suppliers (who do not have a Standing Offer or Supply Arrangement with TBIPS and/or TSPS (task based)) who wish to grandfather existing data into their electronic bid submission, OR
- 2) existing ProServices suppliers who also have a TBIPS and/or TSPS (task based) standing offer or supply arrangement who are submitting to ProServices to add their awarded categories from TBIPS and/or TSPS (task based) to their ProServices supply arrangement, OR
- 3) new ProServices suppliers who also have a SO and/or SA from TBIPS and/or TSPS (task based) who are submitting to ProServices for the first time and are thereby allowing ProServices to grandfather their compliant categories from these methods of supply into their ProServices submission

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Insert:

The Grandfather certification is applicable to:

- 1) existing ProServices Suppliers (who do not have a Standing Offer or Supply Arrangement with TBIPS and/or TSPS (task based)) who wish to grandfather existing data into their electronic bid submission, OR
- 2) existing ProServices suppliers who also have a TBIPS and/or TSPS (task based) standing offer or supply arrangement who are submitting to ProServices to add their awarded categories from TBIPS and/or TSPS (task based) to their ProServices supply arrangement, OR
- 3) new ProServices suppliers who also have a SO and/or SA from TBIPS and/or TSPS (task based) who are submitting to ProServices for the first time and are thereby allowing ProServices to grandfather their compliant categories from these methods of supply into their ProServices submission
- 4) new/existing ProServices suppliers who wish to grandfather existing information into their electronic bid submission as a result of a change in corporate structure.

**5. *Modify PART 6 – A. SUPPLY ARRANGEMENT, BID SOLICITATION AND RESULTING CONTRACT CLAUSES***

**Item 5. Authorities**

**5.1 Supply Arrangement Authority**

Delete:

Telephone: 613-720-0485

Insert:

Telephone: 613-720-9485

**6. *Modify Attachment C – Certifications***

Delete in its entirety:

**2. Grandfather Certification**

Insert:

**2. Grandfather Certification**

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Applicable to Existing ProServices only suppliers:

Existing ProServices Suppliers (who do not have a Standing Offer or Supply Arrangement with TBIPS and/or TSPS (task based) who want to grandfather their information into their current submission certify that the bidder:

A. continues to meet each and every mandatory requirement pertaining to their electronic submission as per the closing date of this solicitation; \_\_\_\_\_ (initial)

B. all such information remains true, accurate and unchanged, and may be used for the purposes of this ProServices bid solicitation; \_\_\_\_\_ (initial)

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
PBN used for this solicitation

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of authorized representative:

\_\_\_\_\_  
Date (YY-MM-DD)

\*\*\*\*\*

Applicable to Existing ProServices suppliers who also hold an active SO or SA with TBIPS and/or TSPS (task-base only)

Existing ProServices Suppliers who have an active Standing Offer (SO) and/or Supply Arrangement (SA) with TBIPS and/or TSPS (task based) who want to grandfather both their ProServices information as well as their existing Streams and Categories from their SO and/or SA from any of the above mentioned methods of supply certify that the bidder:

A. continues to meet each and every mandatory requirement pertaining to their ProServices electronic bid submission as per the closing date of this solicitation; \_\_\_\_\_ (initial)

B. all such information remains true, accurate and unchanged, and may be used for the purposes of this ProServices bid solicitation; \_\_\_\_\_ (initial)

C. continues to hold an active SO and/or SA under one of the above mentioned methods of supply; \_\_\_\_\_ (initial)

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
PBN used for this solicitation

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of authorized representative:

\_\_\_\_\_  
Date (YY-MM-DD)

\*\*\*\*\*

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Applicable to New ProServices bidders who hold a SO or SA with TBIPS and/or TSPS (task based only)

New ProServices bidders (i.e. bidding on ProServices for the first time) who have an active Standing Offer (SO) and/or Supply Arrangement (SA) with TBIPS and/or TSPS (task based), and who want to grandfather their Streams and Categories from their SO and/or SA from any of the above mentioned methods of supply certify that the bidder:

- A. holds an active Standing Offer and/or Supply Arrangement under TBIPS and/or TSPS [task based]; \_\_\_\_\_ (initial)

Grandfathered from (check all that apply):  TBIPS  TSPS (task based only)

\_\_\_\_\_  
Legal Name of Bidder PBN used for this solicitation

\_\_\_\_\_  
Print Name Signature of authorized representative: Date (YY-MM-DD)

\*\*\*\*\*

Applicable to New/Existing ProServices bidders (Suppliers) who have undergone a corporate change

**New Suppliers:** If a new supplier is created as a result of a corporate change that occurred less than one year before the closing date of the specific quarter that is currently opened, (identified in Part 2 – Supplier Instructions, item 5 of the Request for Supply Arrangement solicitation as well as item 4.3 of the Supply Arrangement), Canada may, despite the Standard Instructions 2008-5.8 and General Conditions 2020-3.e, consider all of the following:

- 1. the one year minimum requirement to be met for the new entity, and
- 2. the transfer of a Supply Arrangement, and
- 3. allowing the carry-over of existing information already on file, if applicable,

OR

**Existing Suppliers:** If an existing supplier undergoes a corporate change, Canada may, despite the Standard Instructions 2008-5.8 and General Conditions 2020-3.e, consider all of the following:

- 1. the transfer of a Supply Arrangement, and
- 2. allowing the carry-over of existing information already on file, if applicable,

The new/existing supplier must certify to all of the following:

- a) The corporate change was solely for tax or other purposes unrelated to the business of the other legal entities; \_\_\_\_\_ (initial)
- b) The corporate change does not affect the ability of the new/existing supplier to carry on the business that had been carried on by the previous legal entity or entities; \_\_\_\_\_ (initial)

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- c) The new/existing supplier has carried on the business on behalf of all of the other legal entity or entities involved, uninterrupted from the date of the corporate change; \_\_\_\_\_ (initial)
- d) The new/existing supplier maintains the same assets, undertakings, operational capability, skills and resources as the other legal entity or entities had maintained before the corporate change; \_\_\_\_\_ (initial)
- e) The other legal entity or entities has or have each carried on business, uninterrupted and in the normal course, for at least one year; \_\_\_\_\_ (initial)
- f) The new/existing supplier did not reorganize or restructure due to bankruptcy; \_\_\_\_\_ (initial)
- g) The new/existing supplier and its affiliates are in compliance with the 'Integrity Provisions' certification; \_\_\_\_\_ (initial) and
- h) The new/existing supplier is security cleared to the same level as the other legal entity or entities \_\_\_\_\_ (initial).

**SOLICITATION E60ZT-180024/C IS HEREBY DELETED IN ITS ENTIRETY AND REPLACED WITH THE SOLICITATION DOCUMENTS LOCATED IN THE LAST TWO LINKS UNDER THE "SOLICITATION DOCUMENTS" SECTION.**