



Procurement and Contracting Services
30 Victoria Street
Gatineau, Quebec K1A 0M6

REQUEST FOR PROPOSAL AMENDMENT

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

RFP Amendment No. 3	RFP Amendment Date: March 13, 2019
Office of the Chief Electoral Officer File No. ECGP-RFP-18-0735	
Title: 2019 National Electors Study	
Request for Proposal Closing Date: March 21 st , 2019 at 12:00 PM (Gatineau Time)	
ENQUIRIES – address enquiries to the Contracting Authority: Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6 proposition-proposal@elections.ca	
Attention: Ghislaine Parent	Tel No. 819-939-2489

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal for 2019 National Electors Study bearing number ECGP-RFP-18-0735 and dated February 18th, 2019 (the “RFP”). This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

Part 2. Questions and Answers

The following questions have been asked in response to the Request for Proposal and Elections Canada hereby answers as follows:

2.1 Question No. 1

Question: I have a question regarding the security requirements. This is the statement in the RFP:

Article 11 Security Requirement

Section 11.01 Security Requirement

11.01.01 The Contractor personnel requiring access to PROTECTED information, assets or Work site(s) must each hold a valid “Reliability Status,” granted or approved by Elections Canada.

11.01.02 The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List, attached at Annex F; and
- (b) Industrial Security Manual (latest edition).

I need a clarification on the rules regarding the management on PROTECTED information. **It is clear for** the management of the databases, the security clearance, the segregated server but the following element is unclear to us.

We have both a physical call center and remote interviewers. For the remote interviewer that hold a valid "reliability status" from PWGSC, **can they do calling from their home?** They would only have access to the name of the person; the phone number is not visible to them. So they would not have access to any protected information from my understanding but I want to be 100% sure this is not an issue.

Answer: It is possible for remote interviewers to conduct telephone interviews from their home as long as all the respondent data is handled in line with the Security Requirements Check List (SRCL) – Annex F. Please refer to the RFP Part 5 - Security, Financial and Other Requirements, sections 5.1.1 (a) (b) and (c) for detailed information.

Regarding the need for reliability status, anyone who has access to PROTECTED information requires a reliability status from Public Services and Procurement Canada (PSPC), Industrial Security Sector.

Because names, alone, are not considered protected information, Contractor's proposed resources who only have access to respondent's names do *not* require reliability status. They would be considered as "unscreened personnel". As per section 10 (b) of the SRCL, unscreened personnel may be used for portions of the work.

2.2 Question No. 2

Question: Given that some key elements are still missing (reviewed quota tables); would it be possible to extend the deadline by one week so that we have enough time submit our best proposal?

Answer: Amendment 2, concerning Annex VI – Structure of the wave and sample survey, aimed to correct a visual problem in Annex VI, and did not entail any substantive change. However, EC acknowledges that it is a technical error. As such, the closing date of the request for proposals is amended in accordance with Section 3.1 of this amendment.

Part 3. Amendments

3.1 Amendment to the Cover Page (Request for Proposal Closing Date)

The Request for Proposal Closing Date is hereby amended to read in its entirety as follows:

March 21st, 2019 at 12:00 PM (Gatineau Time)