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K1A 0S5

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Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Linguistic Services Division / Division des services linguistiques

Les Terrasses de la Chaudière
10, rue Wellington, 5e étage

Gatineau
Québec

K1A 0S5

Title - Sujet Language training services NCR	
Solicitation No. - N° de l'invitation EN578-191887/D	Date 2019-05-07
Client Reference No. - N° de référence du client 20191887	Amendment No. - N° modif. 002
File No. - N° de dossier 521zf.EN578-191887	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$ZF-521-35628	
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale 2019-04-29	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-06-10	
Address Enquiries to: - Adresser toutes questions à: Courteau, Josianne	Buyer Id - Id de l'acheteur 521zf
Telephone No. - N° de téléphone (613) 720-9517 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
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)		
For the Minister - Pour le Ministre		

N° de l'invitation - Sollicitation No.
EN578-191887/D
N° de réf. du client - Client Ref. No.
20191887

N° de la modif - Amd. No.
002
File No. - N° du dossier
521zf.EN578-191887

Id de l'acheteur - Buyer ID
521zf
N° CCC / CCC No./ N° VME - FMS

Amendment 002 is raised to amend the Request for Standing Offer (RFSO) and to answer questions.

Amendments

Amendment 5

At Annex A, page 5, **delete**:

4.0 Work streams

The following work streams are offered:

Replace with:

4.0 Work streams

For each work stream, the Offeror must offered services in English and in French. The following work streams are offered:

Amendment 6

At Annex F, page 61 of 76, mandatory criteria M7: Pedagogical Advisors, **delete**:

1. Education:

As proof of education, the Offeror must submit, for each proposed pedagogical Advisor, an original document or a certified true copy of the original. The copy to the original must be certified by the Offeror or a commissioner for oaths, confirming the level of education of each pedagogical Advisor.

Replace with:

1. Education:

As proof of education, the Offeror must submit, for each proposed pedagogical Advisor, an original document or a certified true copy of the original. The copy to the original must be certified by the Offeror, the organisation that issued the original document or by a recognized authority (such as commissioner for oaths, notary, lawyer, etc).

Amendment 7

At Annex F, page 63 of 76, mandatory criteria M10: Evaluators, **delete**:

1. Education:

As proof of education, the Offeror must submit an original document or a certified true copy of the original. The copy to the original must be certified by the Offeror or a commissioner for oaths, confirming the level of education of the evaluator.

Replace with:

1. Education:

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As proof of education, the Offeror must submit an original document or a certified true copy of the original. The copy to the original must be certified by the Offeror, the organisation that issued the original document or by a recognized authority (such as commissioner for oaths, notary, lawyer, etc).

Amendment 8

At Annex F, page 69 of 76, rated criteria R3: Experience in full-time group training, **delete**:

- a) Full-time group training delivered since January 2010;

Replace with:

- a) Full-time group training delivered since January 2013;

Questions and answers

Question 3

In the RSMO there is a reference to Stream 1 full-time Group Training in English or French, on the Offeror's Premises. Does this mean if you are issued a standing offer for this stream, you must offer French and English groups?

Answer 3

Yes, training must be offered in French and English. See amendment 5 above for clarification.

Question 4

On Page 61 in RMSO Point 1> Education "As proof of education, the Offer must submit for each proposed pedagogical Advisor, an original document or a certified true copy of the original. The copy to the original must be certified by the Offeror". Can the certified true copy of the original be a signed (by the school) document stating this a true copy of the original.

Answer 4

Yes, the true copy can be certified by the document issuer, see amendment 6 above.

Question 5

In the RSMO on page 12 point 6.5.1 Full- Time Group Training Stream 1

French as-a-second-language groups must be composed of 4 to 6 learners

English as-a-second-language groups must be composed of 2 to 4 learners

Is this correct, can we charge one rate for French and one rate for English.

Answer 5

Yes, this is correct. Please see Annex B to complete the basis of payment where a separate price is requested in Table 1 for full-time group training in French at the Offeror's premises and for full-time group training in English at the Offeror's premises.

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Question 6

Under mandatory criterion 3 (M3), offerors must demonstrate their experience in full-time group training since January 2013. However, in criterion 3 (R3) in point (a), the date of delivery of the training offered is "since January 2010".

Can you please clarify since the M3 experiments will be used to evaluate R3?

Answer 6

See amendment 8 to criterion C3 above. C3 service date has been changed to "since January 2013".

Question 7

- a) I am a person with over 15 years' experience this field, I would like to know if a person or sole proprietorship can participate in this contest if their residence is in another province and not in the National Capital Region.
- b) A second question is about how to receive calls for tenders for the teaching and training of French as a second language.

Answer 7

- a) Some conditions of this Request for Standing Offer make it impossible for a sole proprietorship (without any employee) to provide all required services. For example, in section 6.9.2 of Appendix A, it is stated: "Pedagogical advisers may not be a teaching resource at the same time that they are performing the duties of the role."

For your geographical location, please refer to Appendix 7, Mandatory Criteria O1 and O2 for facilities and location for training at the Offeror's premises. Please also note that this is a standing offer for classroom training in the National Capital Region. The rates submitted by the Offeror includes the total estimated cost of all travel and meal expenses that may need to be incurred.

- b) The Government of Canada publishes bid solicitations on buyandsell.gc.ca. The Office of Small and Medium Enterprises (OSME) is a resource that can help you navigate federal government procurement processes: <https://buyandsell.gc.ca/for-businesses/contacts-for-businesses/office-of-small-and-medium-enterprises-osme-regional-offices>.

All other terms and conditions remain the same.