



**RETURN OFFERS TO :  
RETOURNER LES OFFRES À :**

Bid Receiving - Réception des soumissions:

Correctional Service Canada (CSC) – Service  
correctionnel Canada  
Contracts and Materiel Services  
3427 Faithfull Avenue  
Saskatoon SK  
S7K 8H6

**ATTENTION: Claudette Chabot**

**AMENDMENT TO THE REQUEST  
FOR STANDING OFFER  
MODIFICATION DE LA DEMANDE  
D’OFFRE À COMMANDES**

Regional Master Standing Offer (RMSO)  
Offre à commandes maître régionale (OCMR)

**Proposal to: Correctional Service Canada**

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

**Proposition à: Service Correctionnel du Canada**

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

**Comments — Commentaires :**

**THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT – CE DOCUMENT COMPORTE DES  
EXIGENCES RELATIVES À LA SÉCURITÉ.**

**Issuing Office – Bureau de distribution**

Correctional Service Canada (CSC)  
Contracts and Materiel Services

<b>Title — Sujet:</b> <b>Vocational Training – First Aid Training</b>	
<b>Solicitation No. — N°. de l’invitation</b> <b>21C50-19-3043775</b>	
<b>Solicitation Amendment No. – No. de la modification à l’invitation</b> <b>002</b>	<b>Date:</b> <b>July 25, 2019</b>
<b>GETS Reference No. — N°. de Référence de SEAG</b> <b>21C50-19-3043775</b>	
<b>Solicitation Closes —</b> <b>L’invitation prend fin</b> <b>at /à : 14 :00</b> <b>On / Le : August 6, 2019 / 6</b> <b>août, 2019</b>	<b>Time Zone</b> <b>Fuseau horaire</b> <b>CST</b> <b>Heure normale du centre</b>
<b>Delivery Required — Livraison exigée :</b> See herein – Voir aux présentes	
<b>F.O.B. — F.A.B.</b> Plant – Usine:                      Destination:                      Other-Autre:	
<b>Address Enquiries to — Soumettre toutes questions à:</b>  <b>Claudette Chabot</b> <a href="mailto:Claudette.Chabot@csc-scc.gc.ca">Claudette.Chabot@csc-scc.gc.ca</a>	
<b>Telephone No. – N° de téléphone:</b> <b>306-659-9255</b>	<b>Fax No. – N° de télécopieur:</b>
<b>Destination of Goods, Services and Construction:</b> <b>Destination des biens, services et construction:</b> Multiple as per call-up Multiples, selon la commande subséquente.	
<b>Instructions: See Herein</b> <b>Instructions : Voir aux présentes</b>	



**Request for Standing Offer (RFSO) Amendment 002 is issued to**

1. Extend the closing date of the RFSO;
  2. Amend the Annex D – Evaluation Criteria (see change in wording to M4)
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**1. The Solicitation Closing date identified on page one (1) of the RFSO has been extended:**

**Delete:** Solicitation Closing date, July 31, 2019 @ 14:00 CST; and

**Insert:** The following, new **Solicitation Closing** date, **August 6, 2019 @ 14:00 CST.**

**2. Amend the Annex D - Evaluation Criteria):**

**Delete:** **Annex D – Evaluation Criteria** in its entirety; and

**Insert:** The following, new **Annex D – Evaluation Criteria**, attached herein.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.



## ANNEX D - EVALUATION CRITERIA

### 1.0 Technical Evaluation:

#### 1.1 The following elements of the offer will be evaluated and scored in accordance with the following evaluation criteria.

- Mandatory Technical Criteria

It is **imperative** that the offer **address each of these criteria** to demonstrate that the requirements are met.

#### 1.2 LISTING EXPERIENCE WITHOUT PROVIDING ANY SUBSTANTIATING DATA TO SUPPORT WHERE, WHEN AND HOW SUCH EXPERIENCE WAS OBTAINED WILL RESULT IN THE STATED EXPERIENCE NOT BEING CONSIDERED FOR EVALUATION PURPOSES.

1.3 All experience must be strictly work-related. Time spent during education and/or training will not be considered, unless otherwise indicated.

1.4 Experience must be demonstrated through a history of past projects, either completed or on-going.

1.5 References must be provided for each project/employment experience.

I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.

II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.

III. References must be presented in this format:

- a. Name;
- b. Organization;
- c. Current Phone Number; and
- d. Email address if available

### 1.6 Response Format

I. In order to facilitate evaluation of offers, it is recommended that Offerors' offers address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.

II. Offerors are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

III. For any requirements that specify a particular time period (e.g., 2 years) of work experience, CSC will disregard any information about experience if the technical offer does not include the required month and year for the start date and end date of the experience claimed.



- IV. CSC will also only evaluate the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

**MANDATORY TECHNICAL CRITERIA – \_\_\_\_\_**

#	Mandatory Technical Criteria	Offeror Response Description (include location in offer)	Met/Not Met
M1	<p>The Bidder must provide documentation demonstrating that the First Aid, Cardiopulmonary resuscitation (CPR) Adult and Automated External Defibrillator (AED) course is industry certified.</p> <p><b>Industry certified</b> means the training provided by the bidder will result in certification recognized by the industry at a level equivalent to but not limited to; Canadian St. John Ambulance Canada, Canadian Red Cross Society, Heart and Stroke Foundation of Canada, Rescue 7, Canadian College of Emergency Medical Services (EMS), Northern Alberta Institute of Technology (NAIT), Western Canada Fire and First Aid Inc., SAIT Polytechnic.</p> <p>For example, provision of documentation from the industry in the form of a letter or certificate from Federal or Provincial Quality Assurance approvers demonstrating the bidder is recognized as an official trainer to deliver training to educational, governmental, industry association or multiple industry sites in each Province where the bidder is bidding.</p> <p>Certification that is only recognized by a specific company or work site location, does <u>not</u> meet this standard and will be not be accepted.</p> <p>Proof of certification must be submitted with the bid.</p>		
M2	<p>The Bidder must provide an outline of the First Aid/CPR/AED course detailing the topics covered that includes but it not limited to the topics provided in the Statement of Work.</p> <p>Course outline documentation must be submitted with bid.</p>		
M3	<p>The Bidder must provide the names of the proposed resources with a valid current certification, including expiry date, from a recognized Provincial or National certification body, to deliver First Aid, CPR Adult and AED course with equivalency of the Workplace Safety Investigation Board policies and/ or Provincial OHS standards and/or, Medical OHS for the Province's Workplace Labour Occupational Health and Safety Industry Standards in the province(s) for which the bidder is intending to provide service.</p> <p>The Bidder must provide for each proposed resource, current documentation (e.g. certificate letter(s)) that demonstrates the</p>		



#	Mandatory Technical Criteria	Offeror Response Description (include location in offer)	Met/Not Met
	<p>proposed resource is certified to instruct the training that is industry certified, as defined under M1.</p> <p>Proof of certification for each proposed resource must be submitted with the proposal.</p> <p><b>NOTE:</b> If bidding on one or more locations, the bidder must supply sufficient resources for the estimated number of sessions outlined in the statement of work. The Bidder must provide a copy of each proposed resource's resume and certification.</p>		
M4	<p>The Bidder's proposed resource(s) must have delivered a minimum of six (6) courses <u>each</u> of First Aid, CPR Adult and AED, as a current certified instructor, with experience being within the last three (3) years prior to the bid solicitation publication date.</p> <p>To demonstrate experience, the Bidder must provide:</p> <ul style="list-style-type: none"><li>a) Client's name, telephone number and E-mail address of contact;</li><li>b) Start and end dates of courses delivered;</li><li>c) type of training delivered for each course listed (ie) First Aid, and/or CPR, and/or AED.</li></ul> <p>Proof of experience must be submitted at time of bid.</p>		