



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions Travaux
publics et Services gouvernementaux Canada**
Government of Canada Building
101 - 22nd Street East, Suite 110
Saskatoon
Saskatchewan
S7K 0E1
Bid Fax: (306) 975-5397

**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

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution
Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada
Harry Hays Building (HHB)
Room 759, 220-4th Avenue SE
Calgary
Alberta
T2G 4X3

Title - Sujet Technical Support Services	
Solicitation No. - N° de l'invitation W7702-196178/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client W7702-196178	Date 2019-08-21
GETS Reference No. - N° de référence de SEAG PW-\$CAL-142-6932	
File No. - N° de dossier CAL-9-42010 (142)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-08-29	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Blake, Luke J.	Buyer Id - Id de l'acheteur cal142
Telephone No. - N° de téléphone (403) 613-0725 ()	FAX No. - N° de FAX (306) 975-5397
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
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

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CAL142
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This amendment has been raised to answer the following questions from industry and amend solicitation W7702-196178/A as follows:

Question 1:

I am working on the Technical Support Services Bid#W7702-196178/A to prepare the 3 sections as required.

On the technical bid section, do we have to provide the resources résumé, as I used to do it in other bids, as it is not clearly mentioned in this one whether it is required or not

Response 1:

As per Part 3, Section 3.1, *Section I: Technical Bid: "The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated."*

Providing a resume would be one acceptable form of proof that a resource meets the mandatory criteria, however, it is not mandatory that a resume be included. As long as you are explaining how the resource meets the requirement and "address clearly and in a sufficient depth the points that are subject to evaluation criteria" then there should be no issue.

Question 2:

Part 3, Section 1: Technical Bid, 1st paragraph: "Bidders must describe their capability and experience, the project management team and provide client contact(s)."

It may not be possible for us to provide the name and contact information for the relevant contracts since they fall under Non-Disclosure Agreement (NDA) which prevent us from doing so. How do you propose we met this requirement of the RFP to your satisfaction without infringing on our existing NDAs?

Response 2:

Bidders are instructed to provide details of Non-Disclosure Agreements in their technical bids should it not be possible to provide name and contact info. Revision to solicitation text to follow.

Question 3:

Annex A, Section 10 it states *"The Contractor is not required to travel."*

However, in the same Annex A, Section 5, 1st paragraph it states *"By contrast, some tasks may require several weeks of on-site work by the Contractor. It is estimated that 10 visits, comprising of 100 days will be required over the period of this contract."* and, same Annex A, section 11, 1st paragraph: *"If necessary, the Contractor may attend some face-to-face project meetings at the Suffield Research Centre, upon request by the TA."*, and in section 14, 1st paragraph : *"Contractors must be able to respond on-site at DRDC Suffield within 24 hours' notice for certain highpriority tasks."*

Finally, in section 14, 2nd paragraph : *"Any costs associated with attending the DRDC Suffield site will not be reimbursed."*

Will there be any travel on-site required? If so, how do you expect the contractor to address the costs (time as well as travel expenses) related to these travels?

Response 3:

The Contractor will be required to attend our site, Suffield Research Centre, in the manners specified in the solicitation. Attending our site is not considered travel. If there are costs associated with attending our site, bidders will have to incorporate these costs as part of their overhead.

Question 4:

In the APPENDIX 1 TO ANNEX "A" STATEMENT OF WORK, the Resource Categories List presents **7 distinct categories** which matches the Mandatory evaluation criteria table presented in Annex G - Evaluation Criteria. However, in ANNEX "B", BASIS OF PAYMENT, the section 1 rate table only **presents 5 categories/rows** with associated rates.

Are we to add the missing rows in the rate table or do you propose some other approach?

Response 4:

This was an oversight on behalf of DRDC. Amendment to the basis of payment to follow featuring separate lines distinguishing the junior and senior positions.

Question 5:

I have a question regarding the financial evaluation criteria outlined in Part 4 Section 4.1.2 referencing Annex "B" – Basis of Payment.

1. If multiple people are listed under one of the resource categories do they need to have the same hourly rate or can separate rates be outlined for the different individuals?
 - a. For example under Senior Electronics (A4) can you have Jane Doe (Senior Electronics Engineer) at \$xx/hr and John Doe (Senior Electronics Engineer) at \$yy/hr?
2. Can the same individual be listed under more than one rate resource?

Response 5:

1. You may provide separate rates for each individual listed under a category. For evaluation purposes, the highest paid resource (based on resource hourly rate) will be multiplied by the estimated usage (annually) for that category to come up with the extended total.
2. One individual can be listed under more than one resource category as long as they meet the minimum qualifications for the categories and you can offer additional resources for those categories. We may require two resource categories at the same time – if Jane Doe is your only qualified Software Developer and Electronics Engineer – Junior, then you would not be able to meet the requirement. You would need a second Software Developer or a second Electronics Engineer – Junior as our requirement may not make it possible for Jane Doe to perform both roles, at the same time for the task.

The Solicitation is amended as follows:

On Page 10 of 53, under Part 3, Section 3.1, Section I: Technical Bid:

Delete:

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work. Bidders must describe their capability and experience, the project management team and provide client contact(s).

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Insert:

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work. Bidders must describe their capability and experience, the project management team and **should** provide client contact(s). **It is requested that details of any Non-Disclosure Agreements be provided with the bidder's technical bid.**

On Page 36 of 53, under Annex B – Basis of Payment

Delete: in its entirety

Insert:

ANNEX “B”

BASIS OF PAYMENT

The estimated quantities listed herein are for evaluation purposes.

The bidder may propose multiple resources for each category with separate rates. If multiple resources are proposed, the rate for the individual with the highest hourly rate will be multiplied by the Estimated Usage to come up with the extended price for that resource category.

Payment will be made for time expended and other costs reasonably and properly incurred from the date of contract to contract completion in accordance with the following:

1. Labour at firm (daily/hourly) rates. One day consists of 7.5 hours. The rates will be prorated for any period of more or less than one day.

No	Description (Title)	Estimated Usage	Period 1 :	Period 2:	Period 3:	Period 4:	Extended Price
		(Annually)	From Contract Award to 31 March 2020	From 01 April, 2020 to 31, March 2021	Option Year - from 01 April 2021 to 31 March 2022	Option Year - from 01 April 2022 to 31 March 2023	
		A	B	C	D	E	(AxB + AxC + AxD + AxE)
A1	Project Manager Name: _____	50/hours per year	\$_____/hour	\$_____/hour	\$_____/hour	\$_____/hour	\$_____
A2	Electronics/ Instrumentation/ Data Acquisition Technologist – Junior Name: _____	125/hours per year	\$_____/hour	\$_____/hour	\$_____/hour	\$_____/hour	\$_____

	Electronics/ Instrumentation/ Data Acquisition Technologist – Senior Name: _____	125/hours per year	\$____/hour	\$____/hour	\$____/hour	\$____/hour	\$_____
A3	Software Developer Name: _____	250/hours per year	\$____/hour	\$____/hour	\$____/hour	\$____/hour	\$_____
A4	Electronics Engineer – Junior Name: _____	125/hours per year	\$____/hour	\$____/hour	\$____/hour	\$____/hour	\$_____
	Electronics Engineer – Senior Name: _____	125/hours per year	\$____/hour	\$____/hour	\$____/hour	\$____/hour	\$_____
A5	Mechanical Technologist / Engineer Name: _____	200/hours per year	\$____/hour	\$____/hour	\$____/hour	\$____/hour	\$_____
Evaluated total							\$_____

2. Material and supplies at laid down cost without mark-up, as supported by invoice, including (list items).
3. Purchased equipment at laid down cost without mark-up, including (list items).
4. Subcontracting at actual cost incurred without mark-up, (subcontractor name)
5. Other direct charges at actual cost incurred without mark-up, including (list any other costs which may be applicable, giving an estimated cost for each e.g. computing costs, long distance telephone/facsimile charges, reproduction, shipping).

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6. *Computing charges at standard university rates.*
(Applicable to Universities only)

7. *Standard University Overhead as follows:*
(Applicable to Universities only)

- a) *at a maximum 65% of on-campus labour (item 1)*
- b) *at a maximum 30% of off-campus labour (item 1)*
- c) *at a maximum 2% of travel expenses (item 6)*

8. Profit at a firm _____% of items _____above

Total Estimated Cost to a Limitation of Expenditure: \$ __ (TBD)_____.

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the estimated cost does not exceed the aforementioned "Limitation of Expenditure.

APPLICABLE TAXES: The applicable taxes are not included in the amounts above. The applicable taxes are to be shown as a completely separate item on each invoice.

F.O.B. Point: Defence Research and Development Canada - Suffield

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.