

## **AMENDMENT 012**

The purpose of this amendment is to:

- 1) respond to potential bidders' questions;
- 2) revise a previous Response; and
- 3) extend the solicitation closing date to **Monday, September 23, 2019 at 2:00p.m EDT.**

### **1) QUESTION 98:**

When approaching partners for signature a few were unsure if they'd be able to sign off by submission time, are we able to submit with pending signatures or attached at a later date?

#### **RESPONSE 98:**

All the required information must be submitted by the solicitation closing date and time.

### **QUESTION 99:**

One of our collaborator's organization is asking for how to calculate the in-kind contributions. We could not find a specific guideline for it. Please advise.

#### **RESPONSE 99:**

Please refer to Annex I.

### **QUESTION 100:**

Annex G, the signature form, must be signed by the DG level at 3 different government departments/agencies and also by the bidder.

Is it necessary that they each sign the same form or can I submit 4 copies of the form where each DG has signed on the appropriate line?

#### **RESPONSE 100:**

Separate copies of the form may be uploaded into the Annex G section of the online tool.

### **QUESTION 101:**

In Amendment 5, the Annex F, the text boxes for descriptions of key responsibilities for this project was deleted for both project manager and project team.

However, in the descriptions it is still asking to "provide details on what activities they will be undertaking/responsible for on this proposed project". Should we detail this information in blank spaces within the relevant sections (i.e. project manager or project team member) or is there another requirement that I am not seeing?

**RESPONSE 101:**

This was an administrative change to the CFP document in order to clarify the word count.

Annex F (Word document) should be completed (identifying the Project Manager, Projects, Key Project Team Members, Experience and/or Qualifications, etc.) and uploaded. Additionally, there is a text box in the online submission tool that bidders should use to respond to the Required Information to Support the Criterion for PR-11 (maximum 2,000 words).

**QUESTION 102:**

The GBA+ section is worth 10 points and we are somewhat confused as to how to answer it. The link to the document on it is really just a re hash of the TBS page.  
What resources or information do you have that could help better guide us in this section?

**RESPONSE 102:**

Please refer to the GBA+ course (<https://cfc-swc.gc.ca/gba-acs/course-cours-en.html>) where the key concepts, factors, and examples are identified.

**QUESTION 103:**

We are proposing a 2 phase project. In the proposal for the second phase, for the current SRL level, should we indicate today's SRL level or the one expected at the end of the phase 1 project?

**RESPONSE 103:**

Phased projects include two distinct proposals. For more information on the requirements for phased projects, refer to Annex A – Project Parameters and Phased Projects. The SRL listed should be the one that applies to that distinct project phase.

**QUESTION 104:**

We have a proposal that includes 3 stages of work and a separate workplan has been developed for each one.

Can we upload separate workplans for each part of the project or does it all have to be consolidated into a single excel file?

**RESPONSE 104:**

No, maintain the Annex G formatting, however, feel free to add further details in the Additional Information (optional) section.

**QUESTION 105:**

Do I have to have a project manager to manage the project? Can the project PI play the role of the project manager because of the limited funding and short project duration?

Is the any budget limitation for sub-contractor(s)?

**RESPONSE 105:**

Yes, refer to Annex F – Project Manager and Key Project Team Members' Experiences:

“The project team is defined as project manager (or Principal Investigator for Studies and Concepts) and all key project team members, including the LGD.”

Refer to the financial parameters in Annex A – Project Types and Parameters.

**2) At Amendment 008, QUESTION and RESPONSE 60:**

**DELETE:**

**RESPONSE 60:**

Refer to Amendment 005, Question and Answer 43.

**REPLACE WITH:**

**RESPONSE 60:**

Refer to Amendment 006, Question and Answer 43. Please also see Question and Response 101 of this amendment.

**3) The solicitation closing date has been revised to September 23, 2019 at 2:00pm EDT.**

**All other terms and conditions remain unchanged.**