



Transport
Canada

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PLACE DE VILLE
TOWER "C", 330 SPARKS STREET
OTTAWA, ONTARIO
K1A 0N5

November 14, 2019

ADDENDUM NO. 2

Subject: Request for Proposal No. T8080-190207-1
Economic analysis and business valuation to assist with the evaluation of the proposed acquisition of Transat A.T. by Air Canada

Further to the above-mentioned Request for Proposal, this Addendum (#2) is to advise potential bidders of the question received during this tender call to date. Both the question and the response is indicated in the attached Annex A-1.

All other terms and conditions remain unchanged.

Tenderers are to acknowledge this Addendum by signing in the space provided below and enclosing a copy of this document with their tender submission.

Yours truly,

Natasha Blackstein
Contracting Specialist
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RECEIPT ACKNOWLEDGED

Name of Company _____

Signature _____

Canada

Annex A-1.

- Q1.** Security Clearance: At 6.1 and Annex A - 3.6 of the tender it states that the contractor must have security clearance by the Canadian federal government prior to performance of any obligations under the contract. Can you please clarify whether this is something we need to obtain ahead of submission of the tender or only once selected? (We note that we do not have a Canadian office and most of our team will not be Canadian citizens).
- A1:** Security clearance can be obtained after the bidding period is closed but before the contract is awarded. We suggest to start the process to obtain the clearance immediately. Non-Canadian citizen can obtain the clearance but the process may be longer.

Delete At 6.1: Security Requirements:

1. At the date of bid closing, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
 - (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (e) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.
2. For additional information on security requirements, Bidders should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

Insert At 6.1: Security Requirements

Before award of a contract, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (e) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.

2. For additional information on security requirements, Bidders should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.
- Q2.** Period of contract: The tender states that the work needs to be delivered by March 2020 but the period of contract is until Sep 30, 2020. Can we confirm whether the ‘basis of payment’ price (Annex B) includes the period until March or the period until September? If the latter, is there more clarity about the work that would be required between March and September?
- A2:** The main report will be in March 2020. However, the Minister may need further analysis and advices as he negotiate with the parties (if appropriate) and formulate a recommendation to the Governor in Council.
- Q3.** Scope/relevant experience: The technical bid (4.1.1) provides detailed requirements for the bidder, one of which is ‘previous experience with airline industry’. In Annex A, the contract states that ‘the contractor must have an understanding of the aviation industry in Canada and internationally’. Could we confirm that it would also be acceptable to include more general aviation experience in the requirement for R2 - 4.1.1.
- A3:** More general aviation experience could be acceptable as long as the bidder demonstrates that he/she have an understanding of the economics of an airline and of the industry more generally.
- Q4.** Same team members / project experience for the two workstreams: Would we be permitted to include some of the same team members and the same project abstracts for the two workstreams? If so, would we need to re-state the abstract / CV twice in the response?
- A4:** The same project abstract can apply to more than one team member. It is not required to repeat the abstract as long as it is clearly stated to which team member(s) the abstract applies. In addition, same team members and project abstracts can be used for both streams.
- Q5.** Travel: Annex A states that we ‘must be ready to work in close and frequent contact with the Department Representative and other department personnel’ and Annex B states that the Contractor should tender an ‘all-inclusive price including all travel...’. However, Annex A also states that ‘No travel is expected in the performance of the work’. Given we do not have an office in Canada, we would expect to come and meet with Transport Canada during the period of work and were planning to include these costs in our bid price. Could you please confirm whether that is permitted?
- A5:** Transport Canada does not foresee, at this stage, that travel will be required. The final bid must be inclusive of all projected fees and expenses.