

**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

See original RFP/ Voir la DDP originale
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**REQUEST FOR PROPOSAL AMENDMENT**

**MODIFICATION À LA DEMANDE DE PROPOSITIONS**

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Solicitation No. - N° de la demande	Amendment No. - N° de modification
CSPS-RFP-19NG-1232/A	002

Solicitation closes – La demande prend fin :	File No. - N° de dossier
at – à 02 :00 pm EST 14h00 HNE	2019-1232
on – le December 18th, 2019 18 décembre 2019	



Amendment date – Date de la modification
2019-11-28
Address inquiries to – Adresser toute demande de renseignement à :
<a href="mailto:Naomi.gautier@canada.ca">Naomi.gautier@canada.ca</a>
Destination
See original RFP/ Voir la DDP originale

**Instructions:**

**Municipal taxes are not applicable.**

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

**Instructions:**

Les taxes municipales ne s'appliquent pas.

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiqué(s). Le montant des taxes applicables doit apparaître séparément.

Supplier Name and Address – Nom et adresse du fournisseur
Telephone No. - N° de téléphone
Facsimile No. - N° de télécopieur
Name and title of person authorized to sign on behalf of supplier (type or print)
Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)
Signature : _____ Date : _____



## Amendment 002

To all bidders,

NO consideration will be given for extras and/or changes because the Bidder was not familiar with the contents of this Amendment.

This amendment 002 is raised to:

1. Answer questions from Bidders;
2. Modify Section 1.2 "Summary";
3. Modify Section 2.7 "Bidders' Conference".

### 1. **Questions and Answers**

**Question 1 :** In CSPA determination of pass/fail for the mandatory items, will the evaluation be based on the mandatory items listed in Part 4 of the RFP or will the bidder have to address every mandatory in the Annex A - Statement of Work as well in their submission?

**Answer 1 :** The evaluation will be based on the mandatory items listed in part 4 of the RFP. The bidder does not have to address every mandatory in the Annex A – Statement of Work in their submission.

**Question 2 :** Is it the requirement of CSPA that each item listed as mandatory must be in place at the time of bid submission, or can the Bidder provide a commitment that they will be compliant at the time CSPA takes occupancy of the space?

**Answer 2 :** The mandatory requirements indicated in part 4 must be in place at the time of bid submission, otherwise the bid can't meet all the mandatory technical criteria specified in Part 4 – Evaluation Procedures and Basis of Selection. Also, as indicated on page 1 of the RFP, by submitting a bid "the Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid."

**Question 3 :** Assuming the RFP closes on time, is it reasonable that CSPA will make a decision on the successful bidder and award a contract in a timeframe to allow the successful bidder to prepare the space for the client?

**Answer 3 :** Based on actual timelines, if a contract is awarded, it should be awarded by mid-January 2020. However, the Contract starting date will be February 1<sup>st</sup>, 2020.

**Question 4 :** Would CSPA consider moving the occupation date to February 2020 for the successful bidder to make the space ready?

**Answer 4 :** See answer to question 3 above.

**Question 5 :** Does the Site require a Security Clearance? If yes, what level?

**Answer 5 :** No. Refer to Part 6, Section 6.1, Point 1 a): "The Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses".

**Question 6 :** Do the staff of the Bidder that would interact with the client require a security clearance? If yes, what level?



**Answer 6 :** Refer to Part 6, Section 6.1, Point 1. 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".

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.

**Question 7 :** Do the Bidder's contractors (janitorial, maintenance, etc) require security clearance? If yes, what level?

**Answer 7 :** See answer to question 6 above.

**Question 8 :** Are the security clearances required at the time of bid submission?

**Answer 8 :** No. Refer to Part 6, Section 6.1, Point 1: "Before award of a contract, the following conditions must be met (...)"

**Question 9 :** If the Bidder can obtain the clearances after bid submission, will the CSPS act as sponsor to obtain the clearances?

**Answer 9 :** No. See Part 6, Section 6.1, point 2: "Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority".

**Question 10 :** Would CSPS consider removing the requirement to submit Bid proposals on paper and USB key and permit the bidders to submit their proposals, adhering to the 4 separate file requirements, in pdf format, electronically? This would still comply with the policy requirement to reduce waste and support reuse and recycling.

**Answer 10 :** No. At this time, CSPS does not have a policy for receiving submissions electronically. In addition, the files sizes for this type of requirement may exceed the capabilities of our inboxes.

## **2. Modify Section 1.2 "Summary"**

- **Point 1.2.1:**

**DELETE:** At Point 1.2.1, delete: "The Space must be available mid-January 2020."

**INSERT:** At Point 1.2.1, insert: "The Space must be available February 1<sup>st</sup>, 2020."

- **Point 1.2.4:**

**DELETE:** Point 1.2.4 in its entirety.

## **3. Modify Section 2.7 "Bidders' Conference"**

**DELETE:** Section 2.7 "Bidders' Conference" in its entirety.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**