



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions  
- TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**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**

Special Projects Division (SPD)/Division de Projets  
Spéciaux (DPS)

Terrasses de la Chaudière 4th Floor

Terrasses de la Chaudière 4e étage

10 Wellington Street,

10 Wellington Street,

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Business Partner Services	
<b>Solicitation No. - N° de l'invitation</b> U8210-199175/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> U8210-199175	<b>Date</b> 2020-01-13
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XU-002-37089	
<b>File No. - N° de dossier</b> 003xu.U8210-199175	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-03-03</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Belcaid, Sidi M.	<b>Buyer Id - Id de l'acheteur</b> 003xu
<b>Telephone No. - N° de téléphone</b> (613) 204-9619 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**THIS SOLICITATION AMENDMENT NO. 001 IS RAISED TO:**

- A. Respond to questions received from suppliers; and
- B. Amend the RFP.

**PART A: QUESTIONS AND ANSWERS**

**Question #001**

**Reference:**

Bid Closing Date

**Question #001:**

Due to the holiday season and the level of details required, would Canada please consider granting an extension of two (2) weeks?

**Answer #001:**

Canada grants an extension of the bid closing date. The new bid closing date is **March 03, 2020**. Please note, Canada has no intention to further extend the bid closing date.

**Question #002**

**Reference:**

Security Requirements

**Question #002:**

On page 15 of the RFP, Part 6 – Security, Financial and Other Requirements, item (c) under Subsection 6.1.1 it states, “The Bidder’s proposed location of work performance and document safeguarding must meet the security requirements as described in Part 7 - Resulting Contract Clauses.” Can the Crown please confirm our interpretation that the work to be performed within this mandate is to be done “offsite” at the Bidder’s location. Furthermore, if so, will the Crown accept the document safeguarding requirements to be in process at the time of contract award in order to allocate for the time required to complete the formal document safeguarding process of securing a separate workspace?

**Answer #002:**

As per Annex A – Statement of Work, 3.9 Additional Requirements, ADDR.07 the Business Partner must support various worksite arrangements that may include, as a minimum:

- a) On-site with GC employees and/or with GC partners;
- b) Off-site from the Business Partner's facility; and
- c) Combination of a) and b).

The worksite arrangements will be specified within each TA.

Should the successful Bidder not meet the security requirements at the time of contract award, their bid could be deemed non-compliant. As per Subsection 6.1.2 under Part 6 – Security, Financial and Other Requirements, "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 #003**

**Reference:**

General Question

**Question #003:**

Can Canada confirm (and name) that contract holders (and any subcontractors) of the CDS and IPMRS requirements as well as those listed under 1.4.2 in the RFP are excluded from bidding on the Business Partner Services RFP?

**Answer #003:**

Canada confirms that the CDS Technology Partner, IPRMS Technology Partner and their subcontractors are precluded from bidding on the solicitation of the Business Partner Services (BPS), either as a sole Bidder, Joint Venture or subcontractor to the Bidder.

Any bid that is received from one of the below noted contractors, whether as a sole Bidder, joint venture or a subcontractor to a Bidder will be deemed non-compliant.

- Deloitte Inc.;
- Donna Cona Inc.;
- CGI Information Systems and Management Consultants Inc.;
- Systemscope Inc.;
- Gartner Canada Co.;
- Chamberlain Consulting Inc.; and
- Moerae Solutions Inc.

#### Question #004

**Reference:**

General Question

**Question #004:**

Could Canada provide a MS Word version of the RFP? We accept in the event of any discrepancy between the MS Word and PDF versions, the PDF version shall prevail.

**Answer #004:**

Yes, upon receiving a request, Canada is committed to sending a MS Word version of the RFP.

#### Question #005

**Reference:**

Format

**Question #005:**

For Annex F – Evaluation and Selection, 5.1 – Bidder Instruction and 6.1 – Bidder Instruction the presented tables pose challenges in inputting information that is easy to read and evaluate. We propose the change below and request confirmation from Canada that the proposed change would be acceptable.

Each section in our bid would follow the exact prescribed order, with each criteria starting on a new page and having the headings as below:

ID#	Bidder's Response	Demonstrated Experience – Cross Reference to Bid	CORP #
CM-x or CPR-x	See below for detailed response.	<include all required cross-references>	<list the CORP #'s as required>

**Answer #005:**

Yes, Canada confirms that the proposed change is acceptable. Canada requests that an informative title be inserted under the table. For instance, an informative title could be: **Bidder's response to CM-1 Part A.**

#### Question #006

**Reference:**

Bid Closing Date

**Question #006:**

Given the amount of time that it has taken to receive a formal response to the question posed on the 20th of December, would the Crown allocate a one (1) month extension.

**Answer #006:**

See answer #001 of question #001

**PART B: RFP REVISIONS**

No revision has been made to the RFP as a result of this Solicitation Amendment.

**ALL OTHER TERMS AND CONDITIONS OF THE BID SOLICITATION REMAIN UNCHANGED.**