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Bid Receiving - PWGSC / Réception des soumissions -  
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K1A 0S5

Bid Fax: (819) 997-9776

**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

**Comments - Commentaires**

THIS DOCUMENT CONTAINS SECURITY  
REQUIREMENTS-CE DOCUMENT CONTIENT  
DES EXIGENCES RELATIVES À LA SÉCURITÉ.

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Infrastructure Maintenance and Solution Services  
Division (FK)  
L'Esplanade Laurier,  
East Tower 4th Floor  
L'Esplanade Laurier,  
Tour est 4e étage  
140 O'Connor, Street  
Ottawa  
Ontario  
K1A 0R5

<b>Title - Sujet</b> SO Commissioning Services	
<b>Solicitation No. - N° de l'invitation</b> EP635-200926/A	<b>Date</b> 2020-01-23
<b>Client Reference No. - N° de référence du client</b> 20200926	<b>Amendment No. - N° modif.</b> 003
<b>File No. - N° de dossier</b> fk318.EP635-200926	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FK-290-78243	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale 2019-12-18	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-01-31</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Audrey Paquin	<b>Buyer Id - Id de l'acheteur</b> fk318
<b>Telephone No. - N° de téléphone</b> (613) 295-8826 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

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This RFSO Amendment 003 is raised to extend the bid closing date and answer questions from offerors.

## **1-MODIFICATION**

At the first page of the RFSO.

### **DELETE:**

Solicitation Closes - L'invitation prend fin  
at - à 02:00 PM EST on - le 2020-01-28

### **REPLACE BY:**

Solicitation Closes - L'invitation prend fin  
at - à 02:00 PM EST on - le 2020-01-31

## **2-QUESTIONS AND ANSWERS**

### **Q9:**

Please advise if individual resumes/cv are requested, and under which RT are they being requested.

**Reference:** Attachment 1 to Part 4: page 18.

### **A9:**

As part of RT 3, the Offeror is to provide a detailed work plan and schedule, including a breakdown of the project phases as outlined in this RFP and the minimum level of effort of the individual team members, in person-hours, to allow a complete understanding as to how and by whom the work is to be carried out. If the Offeror feels that individual team member resumes/CVs will assist in their response, they will be evaluated.

### **Q10:**

Please advise if an organization table is being requested, and under which RT are they being requested.

**Reference:** Attachment 1 to Part 4: page 18, 19

### **A10:**

As part of RT 2, the Offeror is to provide a company profile and identify years of corporate experience in provision of commissioning services.

If the Offeror feels that a corporate organizational chart/table will assist in their response, it will be evaluated.

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**Q11:**

Is the proponent to provide information with respect to Security Clearances, as listed in Part 7 as part of the RFP submission, or only once a Proponent is selected, when a contract is signed? If the information is required at this time- please revise the information being requested to: Personnel Legal name, the CIRD number and Expiry date,. We have been advised that "date of birth", and "current level held" is not information to be provided with an RFP submission, please clarify.

**Reference:** Part 7

**A11:**

As per the part 6-Security, financial and insurance requirements, 6.1 Security requirement, the security clearance must be met before issuance of a standing offer. Please provide the security requirements detail in point 6.1 Security Requirements (legal name, date of birth and current clearance held).

**Q12:**

Given the details and information requested of the submission, please consider an extension of at least 1 week.

**A12:**

We extend the bid closing date to January 31st, 2020 2:00pm EST.

**Q13:**

The RFP response is to be organized with Section II to be the Financial Offer. Please advise is Annex B-Basic Payment the two pages, ie page 48, and 49 of the English RFSO?

**A13:**

Yes, the annex B-Basis of Payment is on Page 48-49 of the RFSO of the English document.

**Q14:**

Do we attach Attachment 1 to Part 3- Electronic Payment Instruments as the 3rd page in the part of the response Section II: Financial Offer?

**Reference:** Attachment 1 to Part 3

**A14:**

Yes

**Q15:**

Page 9 of the RFP has 3.1 Exchange rate fluctuation - Are we to answer something? And if so where do we insert this in our response?

**Reference:** Page 9- section 3.1

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**A15:**

No, it is only a contract clause.

**Q16:**

Please clarify under Part 5-Certifications and Additional Information- 5.1.1.1 Please clarify what is to be submitted under the Integrity Provisions.

**Reference:** Part 5- section 5.1.1.1

**A16:**

Yes, please complete the form for the Integrity Regime. Here is the link for the form: <https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>

**Q17:**

Please clarify under Part 5- Certifications and Additional Information- 5.2.2 What is to be submitted under the title of Federal Contractors Program for Employment Equity-Standing Offer Certification.

**Reference:** Part 5- section 5.2.2

**A17:**

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the Employment and Social Development Canada-Labour's website: <https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>

**Q18:**

Page 22 of the RFP 5.2.3 talks about Resumes, but there is no indication where in the RFP to submit Resumes.

**Reference:** Page 22- section 5.2.3

**A18:**

Please submit this part under section IV: Additional Information.

**Q19:**

Page 22 of the RFP 5.2.3 – where in the RFP response are we to certify, or document acceptance of the Status and Availability of Resources?

**Reference:** Page 22- section 5.2.3

**A19:**

Please submit this part under section IV: Additional Information.

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**Q20:**

Is there a page limit being considered for the RFP response?

**A20:**

No.

**Q21:**

With respect to Response submissions- 3.1 Offer Preparation Instructions, if the Response uses the epost Connect system: Are section I, Section II, Section III, Section IV each to be uploaded as separate documents.

**Reference:** Section 3.1 Offer Preparation Instructions

**A21:**

As per the part 3-Offer Preparation Instruction. 3.1 Offer Preparation Instruction:

The offer must be gathered per section and separated as follows:

Section I: Technical Offer

Section II: Financial Offer

Section III: Certifications

Section IV: Additional Information

You must to provide each sections separately as the sections are not opened at the same time.

**Q22:**

With respect to Response submissions- 3.1 Offer Preparation Instructions, if the Response is submitted as a hard copy, Are section I, Section II, Section III, Section IV each to be stapled as a separate section, each with a separate cover.

**Reference:** Section 3.1 Offer Preparation Instructions

**A22:**

As per the part 3-Offer Preparation Instruction. 3.1 Offer Preparation Instruction:

The offer must be gathered per section and separated as follows:

Section I: Technical Offer

Section II: Financial Offer

Section III: Certifications

Section IV: Additional Information

You must to provide each sections separately as the sections are not opened at the same time.

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**Q23:**

Page 19 of the RFP requests a detailed work plan and schedule. Page 36, 27 indicates +-46 buildings with construction timing of some in 2022, others in 2023. Should a schedule or work plan to be written, simulate a "call-up". How many of the buildings would be considered in a Call-up. What is the starting date to be considered for the project, that we are looking at writing a work plan/schedule for.

**Reference:** Pages 19 & 36

**A23:**

Call-ups may take the form of a single asset, or, a group of bundled assets. For the purposes of evaluation, the Offeror shall prepare a work plan and schedule based on the following scenario: Contract delivery model - Construction management; Total construction value - \$10,000,000 - \$15,000,000; Number of buildings - five (5) building conversion projects being delivered simultaneously; Construction contract duration - 2 years.

**Q24a:**

On page 8 and 9 of the RFSO, section iii) Certifications: indicates offerors must submit the certifications and additional information required under part 5.

**A24a:**

Response: As per Part 5-Certifications and additional information; Offerors must provide the required certifications and additional information to be issued a standing offer. Please provide all certifications required in part 5.

**Q24b :**

On page 21 and 22, Part 5 please clarify what documents are to be submitted 5.2.3 please indicate what documents in particular are to be submitted.

**Reference:** Pages 8, 9, 21 & 22

Part 5-Certifications and additional information

**A24b :**

Response: Documentation requirements are as follows:

5.2.3.1 The Offeror's proposed team will suffice as certification, where the identified resources are employees of the Offeror. Where identified resources are not employed by the Offeror, the Offeror shall submit a letter, signed by the named resource, acknowledging their permission to be named on this response; confirming their capability and experience to satisfy the Offeror's identified roles and responsibilities and confirming their availability to support the Offeror for the duration of this Standing Offer.

5.2.3.2 Submitted resumes / CVs will suffice as certification of education and experience for the Offeror's proposed team.

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**All terms and conditions remain unchanged.**