

**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

Title - Sujet Business Partner Services	
Solicitation No. - N° de l'invitation U8210-199175/A	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client U8210-199175	Date 2020-01-31
GETS Reference No. - N° de référence de SEAG PW-\$\$XU-002-37089	
File No. - N° de dossier 003xu.U8210-199175	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-03-03	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Belcaid, Sidi M.	Buyer Id - Id de l'acheteur 003xu
Telephone No. - N° de téléphone (613) 204-9619 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

THIS SOLICITATION AMENDMENT NO. 005 IS RAISED TO:

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

PART A: QUESTIONS AND ANSWERS

Question #013

Reference:

General Question

Question #013:

Could Canada provide additional clarity on the role of the Business Partner in the context of the CIPO IT Modernization initiative? This is important from a risk management perspective, as each of the Partners to CIPO will be contracted separately and solely accountable to Canada for the requirements of their specific contract and individual Task Authorizations. Specifically, could Canada confirm that the role of the Business Partner is to provide CIPO with the deliverables outlined in the RFP and that the Business Partner:

- a) Is acting in an advisory capacity to Canada in all areas described in the Statement of Work?
- b) Will support Canada in producing discrete deliverables or provide specific services related to the Statement of Work independent of those provided by the Technology Partners?
- c) Is not managing, reviewing deliverables or providing oversight of the Technology Partners who are directly contracted, managed and administered by Canada?
- d) Will complete work according to schedules in the BPS Task Authorizations independently with Canada?

Answer #013:

- a) In addition to acting in an advisory capacity, the Business Partner is requested to provide leadership and management services to CIPO. This will require the Business Partner to deliver various deliverables as required by the SOW and as specified in individual Task Authorizations (TAs). However, in no case will the Business Partner be required to direct or manage the work of the Technology Partners. It is anticipated that the Business Partner will, amongst others:
 - i. Establish and manage integrated release plans in conjunction with CIPO and the Technology Partners;
 - ii. Help CIPO co-ordinate and orchestrate delivery of work packages for the CDS and IPRMS portfolios;
 - iii. Validate and iterate Enterprise-wide architecture and target operating model;
 - iv. Facilitate development of Enterprise-wide business processes;
 - v. Develop target portfolio implementation strategy and plan; and
 - vi. Develop solicitation strategies and solicitation documents.
- b) The Business Partner will be required to support Canada by producing discrete deliverables and delivering specific services. Although the TAs to be given to the Business Partner will never have a contractual dependency on the work of the Technology Partners, the three (3) Partners will be expected to work collaboratively to achieve the ultimate outcome sought which is to provide CIPO with modern IT systems. Therefore, the Business Partner will be required to consult and work collaboratively with Technology Partners,

GC employees and other GC partners for the duration of the contract as the Technology Partner Services and the Business Partner Services will be performed concurrently to deliver solutions.

- c) Under the Business Partner Services RFP, the Business Partner will not direct, manage or provide oversight of the Technology Partners. There are no contractual obligations or accountabilities between the three (3) Partners. The Business Partner may be requested to review deliverables of the Technology Partners relative to the Task Authorization requirements and then communicate their findings to Canada.
- d) As per (b), the Business Partner will be required to consult and work collaboratively with the Technology Partners. For instance, it is possible that for a given initiative, the Business Partner is responsible for ideation and discovery and the Technology Partners are responsible for delivery and release. Under these situations, the "hand-off" is always from the Partner to Canada since the three (3) Partners are accountable to Canada and not to each other.

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.