



RETURN BIDS TO:

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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 Floo

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. 010
Client Reference No. - N° de référence du client U8210-199175	Date 2020-02-25
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 2020-03-09	
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. 010 IS RAISED TO:

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

PART A: QUESTIONS AND ANSWERS

Question #023

Reference:

General Question

Question #023:

We thank Canada for providing additional clarification in Amendment #005, Question #013 regarding the role of the Business Partner relative to the Technology Partners. Further to that, can Canada confirm that the following would be reflective of the expectations in terms of the business arrangement for the Business Partner?

It is our understanding that Canada will act in the capacity of the vendor integrator for the CIPO ITM initiative and will provide overall program direction and oversight to current and future Contractors. More specifically, Canada will act to integrate and manage all activities of the Business Partner and Technology partners throughout the life of the resulting contracts. In its role as the integrator, Canada will:

- a) Supervise, direct or manage the Technology Partners' personnel as they execute on the portfolios;
- b) Expect the Business and Technology Partners to advise Canada directly, but not expect any of its Partners to provide direction or manage the work of another Partner as they complete projects within their assigned portfolio (completion of work, remediation, or acceptance);
- c) Issue discrete Task Authorizations for separate deliverables and work streams to respective Partners within their scope of work; and
- d) Organize meetings for coordination by Partners to achieve milestones and deliverable deadlines. For clarity, the coordinating activities could include sharing project plan details for aligning schedules. Specifically, Canada would:
 - i. Make its own decisions on the Partners' project plans (including which actions to include in their plan);
 - ii. Set deadlines for actions or assigning responsibility or tasks to the Partners; and
 - iii. Seek direct input, where desired, from one or more of the Partners and share this feedback directly with the other Partners.

Answer #023:

- a) Yes, Canada as the service integrator will supervise, direct and manage the work of the Technology Partners as they execute on Task Authorizations;
- b) A Partner will not direct, manage, provide oversight or approve deliverables in relation to the work of another Partner. However, a Partner may be requested to review deliverables of another Partner and provide their findings, directly to Canada, as to the quality and completeness of the delivery. Under these situations, solely Canada will conclude on the acceptability or approval of the deliverable.
- c) Yes, Canada will issue discrete TAs to respective Partners within their scope of work. In other words, there will be no deliverables that will be defined as “joint venture” or involve “prime contractor or subcontractor” relationships because each of the Partners will be engaged via separate TAs with distinct deliverables.
- d) Yes, Canada will organize meetings for coordination of milestones and deliverables between the Partners. Hence, the Partners will often be in meetings together as there will be a need to share information and provide updates.

For example, Canada could issue a TA to the Business Partner requesting an approach for a Business Process Transformation, wherein the transformation will be subsequently realized via an IT solution. In this situation, the Business Partner (BP) would be expected to communicate the approach and related deliverables to Canada and the Technology Partners. Thereafter, the Business Partner could be asked to support Canada to draft the TA for the IT solution, assess progress against the planned outcomes, review deliverables relative to the TA requirements and communicate their findings directly to Canada.

- i. Yes, Canada will make its own decisions on the Project Plan of the Partners;
- ii. Yes, Canada will set deadlines and assign responsibilities or tasks to the Partners; and
- iii. As described in the example above, there will be situations where Canada will ask a Partner to communicate their deliverables and related information to Canada and to the other Partners. For instance, collaboration between the Business and Technology Partners would be necessary to ensure alignment and coordination of the Target Operating Model with the new solution.

Question #024

Reference:

Evaluation Criteria

Question #024:

For CM-2 and CPR-2 of the Corporate Criteria, can Canada confirm that in the phrase, “Public Facing Web-Portal”, “Public” refers to any party external to the client organization including citizens, businesses, third parties, other government and/or regulatory bodies, designates or representatives?

Answer #024:

Yes, Canada confirms the above.

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.