



Transport
Canada

Transports
Canada

PLACE DE VILLE
TOWER "C", 330 SPARKS STREET
OTTAWA, ONTARIO
K1A 0N5

March 27, 2020

ADDENDUM NO. 2

Subject: Request for Proposal No. T8080-190451
Study of the current and future capacity of seafarers in Canada.

Further to the above-mentioned Request for Proposal, this Addendum (#2) is to advise potential bidders that of questions received during this tender call to date. Both the question and the response is indicated in the attached Annex A-1.

Please note:

Bids are to be submitted electronically to natasha.blackstein@tc.gc.ca by the closing date of Tuesday, April 14, 2020, at 2:00 pm (Eastern Daylight Time (EDT)).

All other terms and conditions remain unchanged.

Tenderers are to acknowledge this Addendum by signing in the space provided below and enclosing a copy of this document with their tender submission.

Yours truly,

Natasha Blackstein
Contracting Specialist
Materiel and Contracting Services
Telephone: (343) 550-2321
Email: natasha.blackstein@tc.gc.ca

RECEIPT ACKNOWLEDGED

Name of Company _____

Signature _____



Annex A-1

- Q1.** Could you please confirm for M5 if all resources must demonstrate at least five (5) years of experience within the past ten (10) years, all of which must be transportation policy consulting services and project management, or is the intent that they have five (5) years of experience within the past ten (10) years, some of which is transportation policy consulting services and project management?
- A1.** Resources must demonstrate at least five (5) years of experience within the past ten (10) years, which must include a minimum of five (5) years of transportation policy consulting services and a minimum of three (3) years of project management, where this experience may have been accumulated through the same projects
- Q2.** Could you please clarify how many projects are required for M1 and R4 (i.e. R4 asks us to use projects from M1, but M1 requires three summaries and R4 two summaries)?
- A2.** We will amend M1 requirement to two (2) projects/project summaries to demonstrate experience in criteria M1 to match the requirement in R4.
- Q3.** For the R4 bonus, must projects be from the last ten (10) years? Do these have to be previously cited projects or can projects not previously included be cited?
- A3.** For clarity, yes, the projects described for the R4 bonus must have been completed within the last ten (10) years. These projects may be either previously cited in the bid submission or projects that were not previously cited but have been included in order to address the criteria in the R4 bonus section. Please note that there is a typographical error in the R4 bonus section: the five (5) points identified at the end of the criteria bullet is erroneous – a maximum of ten (10) points will be allocated according the be scale found under the bullet.
- Q4.** Before the mandatory requirements table, it is noted that we should include contact information for clients for each project. Could you please confirm if this is a requirement for every project included in the proposal, or just for the mandatories?
- A4.** Contact information for clients must be provided for all project experience cited in submissions in response to requirements under both the Mandatory Criteria and the Rated Criteria.
- Q5.** As some of the projects we cite will be older in order to meet the requirements around years of experience, we may not have valid contact information for a reference. Do you have a suggestion for what we should include in this case? Will proposals be disqualified if a reference cannot be included for each project?
- A5.** If current contact information is not available (e.g. the client organization no longer exists), please include the contact information at the time the project was completed. If the name and contact information of a representative of an organization is no longer valid, please include the name of the relevant group within that organization, if applicable. For example, if the work was completed for a federal government department but the contact is no longer in that position, please include the name of the department and the group for which the project was completed. Proposals will not be disqualified if a current reference cannot be included for each project but they must include information on the client organization as described here.