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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

Informatics Professional Services Division / Division
des services professionnels en informatique

Les Terrasses de la Chaudière

10, rue Wellington, 4ième

étage/Floor

Gatineau

Québec

K1A 0S5

Title - Sujet APPLICATION SERVICES	
Solicitation No. - N° de l'invitation A0416-183262/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client A0416-183262	Date 2020-04-02
GETS Reference No. - N° de référence de SEAG PW-\$\$ZM-622-37474	
File No. - N° de dossier 622zm.A0416-183262	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-04-28	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Cleroux, Stephanie	Buyer Id - Id de l'acheteur 622zm
Telephone No. - N° de téléphone (873) 354-5180 ()	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

Solicitation No. - N° de l'invitation
A0416-183262/A

Amd. No. - N° de la modif.
004

Buyer ID - Id de l'acheteur
622zm

Client Ref. No. - N° de réf. du client
A0416-183262/A

File No. - N° du dossier
622zm – A0416-183262

CCC No./N° CCC - FMS No/ N° VME

AMENDMENT NO. 004

This solicitation amendment is issued to:

- 1) Amend Attachment 4.2 – Point Rated Technical Criteria;
- 2) Amend Form M1 – Bidder Corporate Capacity;
- 3) Amend Form R1 – Bidder Corporate Capacity and Corporate Experience;
- 4) Amend Appendix C to Annex A – Resource Assessment Criteria and Response Table; and
- 5) Respond to Bidder's Questions 16-26.

1. Attachment 4.2- Point Rated Technical Criteria attached to this bid solicitation:

DELETE: Attachment 4.2 – Point Rated Technical Criteria

INSERT: Attachment 4.2 (AMD 001) – Point Rated Technical Criteria

2. Form M1 – Bidder Corporate Capacity attached to this bid solicitation:

DELETE: Form M1 (AMD 001) – Bidder Corporate Capacity

INSERT: Form M1 (AMD 002) – Bidder Corporate Capacity

3. Form R1 - Bidder Corporate Capacity and Corporate Experience attached to this bid solicitation:

DELETE: Form R1– Bidder Corporate Capacity and Corporate Experience

INSERT: Form R1 (AMD 001) – Bidder Corporate Capacity and Corporate Experience

4. Appendix C to Annex A- Resource Assessment Criteria and Response Table of the bid solicitation:

DELETE: Appendix C to Annex A- Resource Assessment Criteria and Response Table

INSERT: Appendix C to Annex A (AMD 001) - Resource Assessment Criteria and Response Table

5. QUESTIONS AND ANSWERS:

Question #16

Ref Form M1 – At Attachment 4.1, Mandatory Technical Criteria item d) requires that the '*contract cited must have been for a minimum of fifteen resources*' and at item e) requires '*at least five resources form the client contract cited must be same or similar*' to Web Developer and/or Systems Analyst and/or Tester. Form M1, Contract Reference Check section states the '*Contract was for a minimum of 6 resources ...*'. This is contradictory to what the Solicitation at M1 requires. Please advise how bidders are to demonstrate provision of fifteen resources and a minimum of 5 resources in the respective

categories. In addition, confirm that Form M1 should state 'a **minimum of 5 resources ...**'. Please advise.

Answer #16

There was an error in Form M1 and the Contract Reference Check section has been amended to read "a minimum of 5 resources" as per MC1. The Form requires the Client to confirm that the cited contract was for a minimum of 15 resources required on an "as and when needed" basis and that at least 5 resources were the same or similar to a Web Developer, and/or a Systems Analyst and/or a Tester. In addition, the Bidder must provide a copy of the reference contract including the SOW and TA (if applicable). If the Bidder's reference contract does not have a Statement of Work with a list of detailed tasks, the Bidder must provide a list of tasks performed under the reference contract that can be confirmed and validated by the Client for the reference contract. The list of tasks provided by the Bidder must clearly demonstrate that they are the same or similar to the tasks listed in Section 2 of Annex A – Statement of Work of this bid solicitation. Please see Form M1 (AMD 002) – Bidder Corporate Capacity (MTC1) under solicitation amendment 004.

Question #17

Ref RTC4 – This criterion is asking for bidders to demonstrate providing resources simultaneously, specifically, three resources for each category (Systems Analysts, Testers, Web Developers). However, at 'Note to Bidders' directly after this statement it further states that 'It is acceptable if the Bidder provided the two Systems Analyst, two Testers and two Web Developers across different contracts ...'. Please clarify if the Crown is looking for demonstration of two or three simultaneous resources per category?

Answer #17

There was an error in RTC4 and the criteria has been amended to read "It is acceptable if the Bidder provided the three Systems Analyst, three Testers and three Web Developers across different contracts". Please see Attachment 4.2 – Point Rated Technical Criteria (AMD 001) under solicitation amendment 004.

Question #18

Due to the evolving threat of COVID-19 and the impact on companies in the NCR, all of whom are in various stages of implementing business continuity priorities and pandemic planning, compounded by the need for very detailed information to be gathered from consulting resources and for reference documentation, we are experiencing delays due to initial telework arrangements and emergency staffing procedures and, respectfully, request that the Crown extend the solicitation a minimum of 14 days.

Answer #18

The Crown has issued an extension to April 28, 2020 under amendment 003.

Solicitation No. - N° de l'invitation
A0416-183262/A

Amd. No. - N° de la modif.
004

Buyer ID - Id de l'acheteur
622zm

Client Ref. No. - N° de réf. du client
A0416-183262/A

File No. - N° du dossier
622zm – A0416-183262

CCC No./N° CCC - FMS No/ N° VME

Question #19

Can the Crown please advise if contracts awarded since January 1st, 2012 as stated in rated requirement RTC3 will also be considered for evaluations purposes of MC1, MC2, RTC1, RTC2 and RTC6?

Answer #19

The Crown will not accept contracts awarded since January 1st, 2012 for MC1, MC2, RTC1, RTC2 and RTC6. In addition, the Crown has removed the statement from RTC 3 in order to correct the error and ensure consistency throughout the mandatory and point rated evaluation criteria. The experience must be demonstrated within the last eight years as of bid closing. Please see Attachment 4.2 – Point Rated Technical Criteria (AMD 001).

Question #20

Can the Crown please advise if Contract References used in RTC 1 must have a minimum invoiced amount of 70% of the total value of the contract as stated in MC1(f).?

Answer #20

The contract reference(s) used in RTC1 does not require a minimum invoiced amount of 70%.

Question #21

Can the Crown please advise if client signatures are also required for RTC1, RTC2, RTC3 and RTC6 in order to attest that the information provided is accurate and true?

Answer #21

Signatures are not required for RTC1, RTC2, RTC3, and RTC6. Client Reference checks may be performed, at Canada's discretion, to verify if the information provided is accurate and true.

Question #22

Can the Crown please clarify whether resource names are required in order to demonstrate requirement RTC1 (d)?

Answer #22

Yes, the resource names are required in order to demonstrate requirement RCT1 (d) and RTC2 (c). RTC1 and RTC2 has been amended to include the additional requested information and as a result, Form R1 has also been amended to include a section to allow Bidders to provide the name of the resources. . Please see Attachment 4.2 – Point Rated Technical Criteria (AMD 001) and Form R1 (AMD 001) – Bidder's Corporate Capacity and Corporate Experience Form.

Question #23

Can the Crown please advise if there is a minimum invoiced value required for contracts referenced in MC2 or RTC2?

Answer #23

Confirmed, there is no minimum invoice value for MC2 and RTC2.

Question #24

Can the Crown please advise if resource categories from a **Government of Canada Agency** contract with the same category name (e.g. System Analyst to System Analyst) will automatically be considered 60% aligned with the SOW tasks of this requirement?

Answer #24

For same resource categories, Canada will automatically consider referenced resource categories, procured through the TBIPS contracting vehicle, to be 60% aligned with the SOW tasks of this requirement.

Question #25

In order to address the “Bidders experience providing IT Professional Service Resources simultaneously”. Please clarify if all the resources have to be on contract concurrently for an overlapping period of a Minimum of 30 days.

Answer #25

The services must have been provided concurrently. Each contract must have a minimum level of effort of 30 days per resource and must have had a minimum contract period of 3 months. A total of five points will assigned per three month period in which the Bidder provided simultaneously the three Systems Analyst, three Testers and three Web Developers identified in RTC4 for a maximum of twenty points.

Question #26

In Appendix C To Annex A – Resource Assessment Criteria and Response Table, multiple mandatory criteria on all resource grids requests the following be provided for every project:

The name, title, telephone number and e- mail address of the Project Authority (Note that the Project Authority must be a representative of the organization who is formally appointed by the organization to manage a project with specific accountability for achieving defined project objectives within allocated resources).

Regarding the request to include complete project authority contact information for each project cited (in some cases over 15 years) at the Task Authorization (TA) stage can severely delay the process of

Solicitation No. - N° de l'invitation
A0416-183262/A

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Buyer ID - Id de l'acheteur
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Client Ref. No. - N° de réf. du client
A0416-183262/A

File No. - N° du dossier
622zm – A0416-183262

CCC No./N° CCC - FMS No/ N° VME

getting qualified resources on site, since it is common for contacts to move positions or retire. Additionally, every resource grid already asks for minimum of two contact references for projects conducted within the past 5 years up to the bid solicitation posting date. Therefore we ask the crown to please remove the Project Authority reference request on all resource grids.

Answer #26

The reference has been removed from the resource grids. In addition, to facilitate the process of responding to a Task Authorization, the amount of contract references to be provided within the past five years has been reduced to one. Please see Appendix C to Annex A (AMD 001) – Resource Assessment Criteria and Response Table.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

**NOTE: A BID ALREADY SUBMITTED MAY BE AMENDED PRIOR TO THE CLOSING DATE.
AMENDING CORRESPONDENCE MUST ADDRESS THE SOLICITATION NUMBER AND
THE CLOSING DATE.**