



**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  
Quebec  
K1A 0S5

Bid Fax: (819) 997-9776

**Revision to a Request for Supply  
Arrangement - Révision à une demande  
pour un arrangement en matière  
d'approvisionnement**

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**

Online Professional Services Division/Division des  
services professionnels en ligne  
Terrasses de la Chaudière 5th Floor  
Terrasses de la Chaudière 5e étage  
10 Wellington Street,  
10, rue Wellington,  
Gatineau  
Quebec  
K1A 0S5

<b>Title - Sujet</b> ProServices Method of Supply	
<b>Solicitation No. - N° de l'invitation</b> E60ZT-180024/C	<b>Date</b> 2020-06-30
<b>Client Reference No. - N° de référence du client</b> 20180024	<b>Amendment No. - N° modif.</b> 005
<b>File No. - N° de dossier</b> 002zt.E60ZT-180024	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZT-002-33463	
<b>Date of Original Request for Supply Arrangement</b> 2018-04-13 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2100-01-01</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Viner, Celine	<b>Buyer Id - Id de l'acheteur</b> 002zt
<b>Telephone No. - N° de téléphone</b> (613) 858-7504 ( )	<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 solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

**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>		

N° de l'arrangement - Supply Arrangement No.  
E60ZT-180024/C

N° de la modif. - Amd. No.  
005

Id de l'acheteur - Buyer ID  
002ZT

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N° du dossier - File No.  
002ZT. E60ZT-180024/C

FMS No/ N° VME - CCC No/N° CCC

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**Reason for Amendment:**

**Delete reference to the North American Free Trade Agreement (NAFTA) and insert the Canada-Korea Free Trade Agreement (CKFTA) as of July 1, 2020.**

**1. Modify PART 1- GENERAL SUMMARY, item 1. Summary**

**Delete:**

**1. Summary**

This ProServices Request for Supply Arrangement (RFSa) bid solicitation is to satisfy the Government of Canada's requirement for the provision of professional services below the North American Free Trade Agreement (NAFTA) threshold. ProServices is a mandatory method of supply offering federal departments across Canada the flexibility to either direct a contract to a pre-qualified supplier for requirements below \$25,000, or to compete requirements valued up to the NAFTA threshold to pre-qualified suppliers.

Changes affecting the ProServices Method of Supply are being implemented through this bid solicitation. Bidders are reminded of the importance of reading this document in its entirety, as well as all documents incorporated by reference. By submitting a bid, bidders are acknowledging that they agree to the process as well as the terms and conditions as described in this bid solicitation.

Each bid submitted in response to this bid solicitation may result in a Supply Arrangement (SA). Supply Arrangements may be issued under any of the following SA numbers:

- E60ZT-180024
- E60ZT-180025
- E60ZT-180026
- E60ZT-180027
- E60ZT-180028
- E60ZT-180029

Bidders capable of meeting the requirements of this bid solicitation are invited to submit a bid.

Note: The NAFTA threshold changes every two years and can be found on the Treasury Board of Canada Secretariat's website.

The period of the Supply Arrangement is from award date until such time as Canada chooses to re-compete the Supply Arrangement or no longer deems the Supply Arrangements necessary.

**Insert:**

**1. Summary**

This ProServices Request for Supply Arrangement (RFSa) bid solicitation is to satisfy the Government of Canada's requirement for the provision of professional services below the Canada-Korea Free Trade Agreement (CKFTA) threshold. ProServices is a mandatory method of supply offering federal departments across Canada the flexibility to either direct a contract to a pre-qualified supplier for requirements below \$25,000, or to compete requirements valued up to the CKFTA threshold to pre-qualified suppliers.

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- E60ZT-180029

Bidders capable of meeting the requirements of this bid solicitation are invited to submit a bid.

Note: The CKFTA threshold changes every two years and can be found on the Treasury Board of Canada Secretariat's website.

The period of the Supply Arrangement is from award date until such time as Canada chooses to re-compete the Supply Arrangement or no longer deems the Supply Arrangements necessary.

## **2. Modify PART 6 - SUPPLY ARRANGEMENT, BID SOLICITATION AND RESULTING CONTRACT CLAUSES**

### **A. Supply Arrangement**

#### **Delete:**

##### **1. Arrangement (Streams and Categories)**

ProServices is a mandatory method of supply for professional services valued below the North American Free Trade Agreement (NAFTA) threshold. These supply arrangements offers federal departments across Canada the flexibility to either direct a contract to a pre-qualified supplier for requirements below \$25,000, or to compete requirements valued below the NAFTA threshold by inviting a minimum of two (2) pre-qualified suppliers.

The Supply Arrangement covers the work described in the ProServices Streams and Categories as detailed at the following link: [ProServices - Streams and Categories \(http://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/vltcat-strmcat-eng.html\)](http://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/vltcat-strmcat-eng.html).

The requirements for services of each Supplier are a part of each individual Supply Arrangement, attached as Annex A.

#### **Insert:**

##### **1. Arrangement (Streams and Categories)**

ProServices is a mandatory method of supply for professional services valued below the Canada-Korea Free Trade Agreement (CKFTA) threshold. These supply arrangements offers federal departments across Canada the flexibility to either direct a contract to a pre-qualified supplier for requirements below \$25,000, or to compete requirements valued below the CKFTA threshold by inviting a minimum of two (2) pre-qualified suppliers.

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The requirements for services of each Supplier are a part of each individual Supply Arrangement, attached as Annex A.

**Delete:**

**B. Bid Solicitation**

**2. Bid Solicitation Process - Requirements Valued below the North American Free Trade Agreement (NAFTA) threshold**

**2.1 Bids**

Bids will be solicited for specific requirements within the scope of the Supply Arrangement from Suppliers who have been issued a Supply Arrangement.

**Competitive Requirements:**

A minimum of two Suppliers must be invited by the Federal Department User to submit a proposal via e-mail by:

- a. selecting by name two Suppliers from the CPSS Client Module search result list, or
- b. selecting by name one Supplier from the CPSS Client Module search results list and the second Supplier being selected randomly by the CPSS Client Module, or
- c. not selecting any Supplier by name in which case the CPSS Client Module will select by random two Supplier that appear on the CPSS search result list.

The CPSS Client Module will automatically extend the search completed at a metropolitan area to the regional level, if the search results produce a list of less than 3 suppliers.

The value of any bid, at the time of bid closing, must not exceed the North American Free Trade Agreement threshold (including all taxes, travel and living, amendments, etc.).

It is the responsibility of the contracting authority to determine if any trade agreements will apply to their requirement based on their requirement's associated dollar value (<https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/section/1/25>). If it is determined that a trade agreement does apply to their requirement the contracting officer will prepare and publish a bilingual Notice of Proposed Procurement on Buy and Sell for a minimum of 5 calendar days.

**Directed Requirements:**

Federal Department Users may enter into a contract with a Supplier appearing in the results from a search conducted in the CPSS Client Module for contracts valued below \$25,000 (including taxes, travel and living, amendments, etc.) where the contracting officer deems it cost effective to do so, as permitted under the *Government Contracting Regulations* and provided that the Federal Department User meets all required internal approvals specific to their department.

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## 2.2 Request to Bid by Pre-Qualified Supplier

Should an uninvited pre-qualified ProServices supplier wish to be invited to a ProServices Request for Proposal (RFP) process that is for a requirement valued below the NAFTA threshold but to which another trade agreement applies, it may contact the Contracting Authority to request an invitation at any time prior to the published bid closing date. An invitation will be sent to the ProServices pre-qualified supplier providing:

- a) that a trade agreement applies to the requirement,
- b) the pre-qualified supplier appears on the Centralized Professional Services System (CPSS) original search filtering result list, and
- c) if the request to bid does not impede on the efficiency of the procurement process.  
Canada is under no obligation to extend the bid closing date following such a request.

## 2.3 Minimum Period to submit bid

As part of the *harmonized business rules*, for competitive contracts valued below the NAFTA threshold, a minimum of five calendar days must be given to the bidders to respond. For direct contracting (contracts valued below \$25,000), it is up to the *Federal Department User* to determine the minimum number of days.

## 2.4 Identification of Contracting Authorities

Provided a Federal Department User has the legal authority to contract, it may choose to award contracts under this Supply Arrangement below the NAFTA threshold (including taxes, travel and living, amendments, etc.).

### Insert:

#### **B. Bid Solicitation**

#### **2. Bid Solicitation Process - Requirements Valued below the Canada-Korea Free Trade Agreement (CKFTA) threshold**

##### **2.1 Bids**

Bids will be solicited for specific requirements within the scope of the Supply Arrangement from Suppliers who have been issued a Supply Arrangement.

##### Competitive Requirements:

A minimum of two Suppliers must be invited by the Federal Department User to submit a proposal via e-mail by:

- a. selecting by name two Suppliers from the CPSS Client Module search result list, or
- b. selecting by name one Supplier from the CPSS Client Module search results list and the second Supplier being selected randomly by the CPSS Client Module, or
- c. not selecting any Supplier by name in which case the CPSS Client Module will select by random two Supplier that appear on the CPSS search result list.

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**2.4 Identification of Contracting Authorities**

Provided a Federal Department User has the legal authority to contract, it may choose to award contracts under this Supply Arrangement below the CKFTA threshold (including taxes, travel and living, amendments, etc.).

**All other terms and conditions remain unchanged.**

**SOLICITATION E60ZT-180024/C IS HEREBY DELETED IN ITS ENTIRETY AND REPLACED WITH THE SOLICITATION DOCUMENT WITH THE MOST RECENT DATE LOCATED UNDER THE "ATTACHMENTS" SECTION.**