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pcs-sac@pco-bcp.gc.ca

**AMENDMENT – 002
REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Privy Council
Office**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out thereof.

Proposition aux: Bureau du Conseil Privé
Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées

**Instructions : See Herein
Comments - Commentaires**

This document contains a
SECRET Security Requirement.
Ce document comporte une exigence
de sécurité de niveau **SECRET.**

**Vendor/Firm Name and address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office – Bureau de distribution
Privy Council Office/Bureau du Conseil Privé
85 Sparks St./85, rue Sparks
Room 301/Piece 301
Ottawa, Ontario K1P 5B4

Title – Sujet STAFFING CONSULTANT FOR PCO	
Solicitation No. – N° de l'invitation 20200319	Date September 3, 2020
Client Reference No. – N° référence du client 20200319	
File No. – N° de dossier 20200319	CCC No. / N° CCC - FMS No. / N° VME
Solicitation Closes – L'invitation prend fin at – à 02 :00 PM on – le September 15, 2020	Time Zone Fuseau horaire Eastern Daylight Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Inquiries to : - Adresser toutes questions à:	Buyer Id – Id de l'acheteur
Telephone No. – N° de téléphone :	FAX No. – N° de FAX
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction : See Herein	
Delivery required - Livraison exigée See Herein	Delivered Offered – Livraison proposée
Vendor/firm Name and address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Facsimile No. – N° de télécopieur Telephone No. – N° de téléphone	
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: _____



AMENDMENT 002 is raised to:

1. **Provide Questions and Answers.**
 - *Revision of Q2 response.
-

1. Questions and Answers:

Q1: P. 32 Can you be more specific about the term Creation of Inventory (what does this term involve)?

A1: Creation of Inventory of qualified and interested Black people and other racialized groups, Indigenous people, as well as persons with disabilities entails establishing and maintaining a list of potential candidates for the Privy Council Office to consider for appointment to various deputy minister roles positions as well as for the Office of the Chief Human Resources and other departments and agencies to consider for assistant deputy minister positions.

Q2: Is this an AS AND WHEN REQUIRED BASIS or is this a full time opportunity?

***A2:** As the objective is to maintain inventory on an ongoing basis, this opportunity will require ongoing work by the firm to ensure the inventory is refreshed every 2 months.

Q3: Is it contemplated that more than one firm could be awarded a contract?

A3: The intent is to award a contract to only one firm.

Q4: Order in Council positions all demand a high degree of capability to handle complexity and those at the ADM level somewhat less but still above most roles in the private sector. Is it a requirement that all individuals be profiled to establish their capability to handle these roles? To the best of my knowledge there is no such formal basic requirement for internal people but continued exposure can provide evidence of whether or not “they can figure it out.” This is assurance not available to new entrants at senior levels, hence my question.

A4: The statement of work sets out that qualified firms will be expected to assess candidates against selection criteria and develop assessment tools/methodology, which should include but not be limited to, interviews, reference checks and psychometric assessments, to be used in the potential candidate search process.

Q5: In order to submit a quality bid would the client be amenable to extending the deadline to September 15th?

A5: The Privy Council Office agrees to extend the deadline to September 15, 2020.

Q6: Give the timeframe, would PCO consider extending the solicitation deadline by a week?

A6: The Privy Council Office agrees to extend the deadline to September 15, 2020.

**ALL OTHER TERMS AND CONDITIONS REMAIN
UNCHANGED**