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**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 - EL Division/Services  
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K1A 0S5

<b>Title - Sujet</b> SAP Technical and Functional Res.	
<b>Solicitation No. - N° de l'invitation</b> 24062-200609/A	<b>Amendment No. - N° modif.</b> 006
<b>Client Reference No. - N° de référence du client</b> 24062-20-0609	<b>Date</b> 2020-10-14
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-606-38419	
<b>File No. - N° de dossier</b> 606el.24062-200609	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-10-30</b>	
<b>Time Zone</b> Fuseau horaire Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mansour, Silvana	<b>Buyer Id - Id de l'acheteur</b> 606el
<b>Telephone No. - N° de téléphone</b> (613) 858-9935 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

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<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

Solicitation No. - N° dell'invitation	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur
24062-200609/A	006	606el

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This amendment NO 006 includes answers to questions raised by potential bidders and an amendment.

**Question 71:**

**Questions Related to CM1:**

After reviewing all Questions and answers regarding CM.1- Please confirm or clarify the following:

**As per QA 1 and QA 11: CM1-**The adjusted table from amendment 4 now shows CM.1 as two contracts for each category. Is the number of contracts required for CM.1 one or is it back to the original request of two?

Will Canada accept one contract that is greater than 2 million to qualify as two contracts?

**Answer 71:**

This is to confirm that the Bidder must demonstrate that it has been awarded one (1) contract for each field of activity where the bidder provided SAP version ECC 6.0 or higher Enterprise Resource Planning Professional Services. Bidders should refer to solicitation amendment 005 for the amended grid for CM.1

Yes, Canada will accept one contract that is greater than 2 million to qualify as two contracts provided it qualifies for more than one field of activity.

**Question 72:**

**CM.1** requires that one contract be for any form of government or any large commercial client? Please confirm that any relevant contract with a commercial client with 1000 employees would be acceptable?

**Answer 72:**

Canada confirms that any contract for a large Government (Federal, Provincial, Territorial, Municipal, or Crown Corporation) client or a large commercial client with 1000 employees is acceptable as long as the referenced contract meets all the other requirements of the mandatory criteria.

**Question 73:**

**As per CM1:** The aggregate value of the EACH compliant contract must be at least \$1 million? The word EACH is missing in the newly revised corporate requirement. Please confirm that if two contracts for every category are required, that each contract used must be over 1 million?

**Answer 73:**

The Bidder must demonstrate that it has been awarded one (1) contract for each field of activity where the bidder provided SAP version ECC 6.0 or higher Enterprise Resource Planning Professional Services.

The value of each compliant contract must be at least \$1M.

Bidders should refer to solicitation amendment 005 for the amended grid for CM.1

**Question 74:**

**All Criteria:** Canada requires that a contract include 1 from each Area (Area A and Area B) for various criteria.

- i. As Canada has already clearly described the three specific categories and the inclusion of area A and B is redundant as all SAP projects would likely include these, we recommend that Canada remove this part of the criteria, or
- ii. Clearly specify the type of contract that would comply.

**Answer 74:**

- i. Canada has reviewed the request; however, the requirement remains unchanged.
- ii. To comply, the reference contract must meet all the requirements identified in CM1 and CR1. In regards to Area A and B, the Bidder must demonstrate in their project description its experience with the elements identified under Area A and B respectively for each field of Activity.

**Question 75:**

**In reference to CM.1 and CR.1**, for each referenced contract with regards to the reference bullets, can Canada please clarify what type of contracts can be used?

The bidder must demonstrate:

- 1. The contract must have been with a single client** but also requesting that the contract also involve multi stakeholders with a common SAP configuration. Can Canada please provide clarification or an adequate definition of client or stakeholder for this request? Multi stakeholder infers either an internal or external client(s) could be involved. Often contracts that have multiple stakeholders may have more than one client). Please confirm what is Canada's intention with its definition of single client and/or multiple stakeholders?
- 2. Referenced contract must be a minimum of six (6) months in duration.** Please confirm that Canada would accept a contract that has been awarded prior to the solicitation closing date\_(in line with all other grids in the RFP) that are 6 months or more in length?
- 3. The services provided under the contract must have been performed within the five (5) years** prior to the solicitation publication date?

**Answer 75:**

1. The contract must have been with a single client (i.e. awarded to one client), however the project or the delivery of services could involve multi stakeholders.

2. Canada would accept a contract that has been awarded prior to the solicitation publishing date (in line with all other grids in the RFP) that are 6 months or more in length providing that the Bidder demonstrates a full 6-month duration prior to the solicitation publishing date.

3. Yes, the services provided under the contract must have been performed within the five (5) years prior to the **solicitation publication** date.

Solicitation No. - N° dell'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

24062-200609/A

006

606el

---

**Question 76:**

**As per Q and A 15:** Please confirm the above should read prior to solicitation closing date (in line with all other grids in the RFP).

**Answer 76:**

No, the response to Question 15 in amendment 002 states:

**Answer 15**

Canada will accept on-going projects as long as the minimum six (6) months' duration is completed as of the **solicitation publication date**.

In line with all the grids in this RFP, all the requirements must be demonstrated within the timeframe stipulated prior to **solicitation publication date**.

**Question 77:**

**For all Criteria (CM1, CR.1 and CR.2, CR.3, CR.4):** Please clarify if resources under those categories need to have been working on the contract or simply the contract needs to have been awarded and include the listed categories? If so, please confirm what supporting information must be provided. In previous bids, Canada has requested invoices, supporting TA's, etc. to demonstrate the type of work performed by the resources is supported. If services are not required to have been performed, the template should be adjusted accordingly.

**Answer 77:**

Bidders should refer to Q and A 60 in Amendment 005 and Q and A 41 in Amendment 004.

The contract must have been awarded and included the provision of the listed resources and the services must have been performed in order to demonstrate compliance with the requirement. Furthermore, Bidders should pay attention to Section 2 of the Response Template Form in Attachment 4.3, which states that Bidders must provide:

Contract Summary (description of the key scope and responsibilities)

**(NOTE:** The substantiation must not simply be a repetition of the requirement but must explain and demonstrate how the Bidder meets the requirement.)

Canada reserves the right to check the references.

**Question 78:**

**Template-Attachment 4.3:** Can Canada please review and adjust the template Bidder Response Template in Attachment 4.3. for all of the criteria to match the changes made in the QA process. I.e. Changes to ECC versus S/4 Hana, etc.

Solicitation No. - N° dell'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

24062-200609/A

006

606el

---

**Answer 78:**

Bidders should refer to solicitation amendment 005 for the updated Bidder Response Template in Attachment 4.3.

**Question 79:**

Can Canada please clarify the following statement that is in **CM1** "Note: The same reference project can be used for more than one (1) field of activity. "The same project or the same contract? Please explain what is meant by "can be used for more than one field of activity"? Does each contract have to equal to a minimum dollar value or over a million for each field of activity? Please clarify.

**Answer 79:**

The same project or the same contract providing it meets all the components of the criteria. Some contracts may be comprised of more than one (1) project.

A bidder may use a contract reference more than once to demonstrate compliance with any of the other fields of activity.

Yes, the value of each compliant contract must be at least \$1M if it demonstrates compliance with only one field of activity.

**Question 80:**

**Regarding CR.1:**

**As per QA18 and QA39:** As Canada has indicated that contracts that have been used for CM1 can also be used for CR.1 further clarification is required.

Please confirm the definition of in addition to the contract(s) used to support **CM1** to substantiate **CR.1**. If the contract is only 1 million dollars, you can or you can't use it for CR.1?

As per the updated template scoring column," 20 points per field up to a maximum of 60 points. Bidders may use a minimum of one and up to three contracts, in addition to the contract(s) in **CM1** to substantiate this experience OR one Contract over several years. The minimum value of the contract must be 3 million dollars. (each 1-million-dollar value counts as one additional contract) up to a maximum of 60 points" it is unclear what can be used. Literally, can a contract that is 6 million dollars and supports all categories be used to support both CM1 and CR.1?

**Answer 80:**

To clarify, the contract used to demonstrate CM1 cannot be used to demonstrate CR1. All along, the requirement for CR1 is to use additional contracts (other than the one required to demonstrate compliance with CM1) to demonstrate compliance with all the requirements listed in CR1.

Bidders should refer to the updated grids for CM1 and CR1 in solicitation amendment 005.

**Question 81:**

**As per Q and A 40:** We believe the question that was asked was not answered correctly. The question did not ask for changes to be made to CM1 and CR.1 as we understand that Canada requires the services of a bidder that has some experience with S/4 Hana to be compliant. The question was related to CR.2, CR.3, and CR.4.

Canada has now reduced the requirement for CM1 and CR.1 that are required within the last 5 years to ECC 6.0, however considering CR.2, CR.3 and CR.4 that require many more supporting contracts within the last 10 years, up to nine (9) S/4 HANA projects must be provided to score enough points to meet the minimum corporate rated criteria.

We request that Canada reviews this question again.

**Answer 81:**

Regarding CR.2, CR.3 and CR.4 Canada has reviewed the request again; however, the requirements remain unchanged.

Canada's views on the 5-year timeframe for CM1 and CR1 and the 10-year timeframe for CR2, CR3 and CR4 are different for the following reasons:

For CM1 and CR1 Canada is looking for recent experience as the requirement deals with an older version of SAP while for CR2, CR3 and CR4, the stated timeframe is to allow Bidders to demonstrate compliance with all the components of the requirements for CR2, CR3, and CR4.

**Question 82:**

**CR.2 to CR.4** require contracts over the last 10 years and S/4 has at most been in production for the last 5, (significantly less in the Federal Government).

The Bidder requests

- i. that these criteria be changed to ECC and above  
OR
- ii. make an adjustment to provide 1 of the 3 for each category be for S/4 Hana projects  
OR
- iii. Canada will accept contracts in multiples of 1 million dollars (i.e. A 3 million dollar contract is equivalent to 3 contracts)  
OR
- iv. as commercial clients use Purchase Orders, Canada uses Task Authorizations  
OR
- v. use the same process in CM1 and CR.1- a multi-million-dollar contract can be used to support these criteria.
- vi. Also **please clarify that the same contracts that supported CR.1 or CM1 can also be used to support these?**

- vii. **If a bidder can demonstrates a Task Authorization meets the required criteria under each category** (i.e. A TA that support- and the contract is with a single client and the referenced TA is a minimum duration of six (6) months and the services provided under the TA have been performed within the ten (10) years prior to the solicitation publication date) **it would comply?**

**Answer 82:**

- i. The requirement for S/4 HANA does not change.
- ii. No. Canada has reviewed the request; however, the requirement remains unchanged.
- iii. Canada will accept contracts in multiples of 1 million dollars.
- iv. If a Bidder has a TA or purchase order that meets the requirement, they should be using the contract under which the TA or Purchase order is issued to demonstrate the Criteria. If the purchase order is the contract then that would satisfy the requirement.
- v. Canada will accept contracts in multiples of 1 million dollars.
- vi. A Bidder can use the same contract(s) used to demonstrate compliance with CM1 and CR1 providing that the reference contract(s) used to demonstrate compliance for CR2, CR3 and CR4 meet the S/4 Hana requirements of CR2, CR3 and CR4.
- vii. Yes, providing it meets all the other aspects of the criteria.

**Question 83:**

**As per Q and A27 and Q and A 45:** Both questions were asked regarding the Mandatory M3-36 months of experience in S/4 HANA. In addition, a table was provided that did not address 27 or 45. Question 27 answer indicated removing M3 completely whereby Question 45 indicated there would be no change. Please confirm which answer is correct QA27 and QA45. As S/4 experience is relevant to the project, would it not make more sense to clarify the required number of months required of S/4 HANA?

**Answer 83:**

The response to question 27 did not imply removing the criteria completely. Instead it altered the requirement **from** having experience leading development or configuration activities for an SAP S/4 HANA solution **to** activities for an SAP solution.

The response to question 45 remains in effect, meaning no changes to the mandatory requirement of 36 months of experience.

**Question 84:**

Regarding Q and A 47: We believe the question was not answered. The question relates to fulfillment of additional TA's after the contract has been awarded. Please clarify that candidates will only have to meet the mandatory and meet the minimum scoring. As this is a supply arrangement, candidate in the original bid submission will likely score 100%. Our question is to confirm that additional resources on this contract for categories that were bid as well as categories that were not bid will be required to score the minimum and not match the score of the candidate in the original bid submission.

Solicitation No. - N° dell'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

24062-200609/A

006

606el

---

**Answer 84:**

Resources that are required under new Task Authorizations must meet all the requirements stipulated in Appendix C to Annex A, Tasking Assessment Procedure. Additional resources and/or replacement of specific resources must comply with Article 8 of SACC Clause 2035 entitled "Replacement of Specific Individuals".

**Question 85:**

**RE Q and A 48:** As the basis of payment indicates a requirement for Level 2 (90% of level 3 in the Project Support Stream), how will Canada evaluate these categories (where grids have not been provided in the RFP Project Executive Level 2, Network Analyst Level 2, and Project Leader (Release Management and Project Lead) Level 2) once a contract has been awarded? Or will Canada ONLY be requiring Level 3 Roles for the Project Support Stream?

**Answer 85:**

That is correct. Canada will only require Level 3 Resource Categories for the Project Support field of activity.

**Question 86:**

**As per Q and A 9, and Q and A 53, and Q and A 55 (portal, basis, security, etc.):** Please confirm that bidders do not have to provide candidates in their bid submission and the questions being asked and answered were only to address Task authorizations requirements after contract award.

**Answer 86:**

Confirmed. Bidders should also refer to the response to Question 4 in Amendment 001.

Questions asked and answered (9, 53 and 55) were only to address Task authorizations requirements after contract award.

**QUESTION 87:**

In reference to the pricing model (below), only the specific categories are being evaluated as opposed to evaluating each type of resource. SAP resources have specialized skills and therefore have varied per diems from one resource type to another. For instance, although both are ERP Programmer Analysts, the per diem for an ABAP programmer and Fiori programmer are very different. For ERP Technical Analyst, the difference between PI/PO, Portal, Basis and BPC are all very different.

RESOURCE CATEGORIES	INITIAL (2 YEARS) CONTRACT PERIOD	OPTION PERIOD 1	TOTAL POINTS
A.2. ERP Functional Analyst – Level 3	200	100	300
A.3. ERP Programmer/Analyst – Level 3	200	100	300
A.5. ERP Technical Analyst – Level 3	200	100	300
I.10 Technical Architect – Level 3	200	100	300
I.6 Network Analyst – Level 3	200	100	300
P.5 Project Executive – Level 3	200	100	300
P.8 Project Leader – Level 3	200	100	300
<b>TOTAL</b>	<b>1400</b>	<b>700</b>	<b>2100</b>

In order to provide fair pricing in each category, we highly recommend replacing the financial consideration table above to include each type of resource.

**Answer 87:**

Canada has reviewed the request, however the requirement remains unchanged. The tables (1 and 3) provided in Part 4.3 Financial Evaluation of the RFP are not pricing models. They provide the points that will be allocated in the described financial evaluation methods of the resource categories with only consideration to the resource categories and not the resource type.

**Question 88:**

In reference to the following statement within this RFP, please confirm/clarify why winning vendors will be required to provide a quote for a TA?

*APPENDIX A TO ANNEX A - TASKING ASSESSMENT PROCEDURE*

*WHERE A REQUIREMENT FOR A SPECIFIC TASK IS IDENTIFIED, A DRAFT TASK AUTHORIZATION FORM (TA FORM) AS ATTACHED AT APPENDIX B TO ANNEX A WILL BE PROVIDED TO THE CONTRACTOR IN ACCORDANCE WITH THE ALLOCATION METHODOLOGY STATED IN THE CONTRACT ARTICLE TITLED "ALLOCATION OF TASK AUTHORIZATIONS". ONCE A DRAFT TA FORM IS RECEIVED, THE CONTRACTOR MUST SUBMIT TO THE TECHNICAL AUTHORITY A QUOTATION OF RATES TO SUPPLY THE REQUESTED RESOURCE CATEGORIES BASED ON THE INFORMATION IDENTIFIED IN THE TA FORM, AS WELL AS ITS CORRESPONDING PROPOSED RESOURCE(S). THE QUOTATION MUST BE SIGNED AND SUBMITTED TO CANADA WITHIN THE TIME FOR RESPONSE IDENTIFIED IN THE TA FORM. THE CONTRACTOR WILL BE GIVEN A MINIMUM OF 2 WORKING DAYS (OR ANY LONGER TIME PERIOD SPECIFIED IN THE DRAFT TA) TURNAROUND TIME TO SUBMIT A QUOTATION.*

**Answer 88:**

Bidders should refer to article 7.2 "Task Authorization" and Appendix A to Annex A "Tasking Assessment Procedure" for a response to this question.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

24062-200609/A

006

606el

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**Question 89:**

**RE: Amendment 001, Q & A 1:**

*Canada agrees to reduce the number of contracts required in CM1 to one contract for each of the three fields of activity...*

**and Amendment 004, CM.1:**

*The Bidder must demonstrate that it has been awarded **two (2) contracts** for each field of activity where the bidder provided SAP version ECC 6.0 or higher Enterprise Resource Planning Professional Services. At least one (1) contract must be for a large Government (Federal, Provincial, Territorial, Municipal, or Crown Corporation) client or a large commercial client.*

In amendment 001 the Crown agreed to reduce the number of contracts required for CM.1 from two (2) to one (1). However, in response to Q & A 40 the Crown reverted to asking for two contracts, while Rated Criteria CR.1 remained "addition to the minimum one (1) contract demonstrated for each of the three fields of activity in CM1". Would the Crown please confirm that CM.1 in AMD004 is a typo, and that it is meant to state:

The Bidder must demonstrate that it has been awarded **one (1) contract** for each field of activity where the bidder provided SAP version ECC 6.0 or higher Enterprise Resource Planning Professional Services...

**Answer 89:**

Confirmed. The Bidder must demonstrate that it has been awarded one (1) contract for each field of activity where the bidder provided SAP version ECC 6.0 or higher Enterprise Resource Planning Professional Services. At least one (1) contract must be for a large Government (Federal, Provincial, Territorial, Municipal, or Crown Corporation) client or a large commercial client.

Bidders should refer to solicitation amendment 005 for CM.1 updated grid.

**Question 90:**

Re: A.2 ERP Functional Analyst - SAP Functional Analyst

Will the Crown accept an MBA in Finance, 15+ years of demonstrated SAP FI/CO experience and two SAP certificates (obtained in the last 5 years) for full points on R2?

**Answer 90:**

No. Canada has reviewed the request; however, the requirement remains unchanged.

**Question 91:**

Re: A.2 ERP Functional Analyst - SAP Functional Analyst

Please confirm the Crown will accept project experience from Provincial or Municipal departments, agencies and crown corporations (ie. – the City of Ottawa)?

Solicitation No. - N° del'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

24062-200609/A

006

606el

---

**Answer 91:**

As per R4, Canada will accept project experience from Federal Government department or agency which includes Crown Corporations, but not provincial or municipalities.

**Question 92:**

Re: "P.5 Project Executive - Senior Project Leader"

Will the Crown accept 20+ years' experience leading SAP projects, an SAP certificate from 2014 in combination with a PMP for full points on R3?

**Answer 92:**

No. Canada has reviewed the request; however, the requirement remains unchanged.

**Question 93:**

Considering the nature of the transformation and the specialized skills and experience required to complete this work, we feel the Crown is adding considerable risk to the program by lowering the Corporate Mandatory and Rated Criteria, as defined in Answer 39. We ask that the Crown reconsider the answer to Question 39, and keep the references to S4/HANA implementations as well as the number of project references as originally defined in Amendment 1.

**Answer 93:**

Canada has reviewed the request; however, the requirement remains unchanged.

**Question 94:**

Given the number of substantial changes to the RFP, we respectfully request a two-week extension.

**Answer 94:**

Canada agrees to extend the closing date to October 30th. See amendment below. However, due to operational requirements, no questions will be answered after October 21<sup>st</sup> and no further extension will be granted.

**Question 95:**

Due to the challenges associated with contacting resources who are currently busier than normal due to the COVID crisis and the extraordinary level of effort required to develop compliant corporate references, ensuring a quality submission, we respectfully request a two (2) week extension to the bid closing date to October 30, 2020.

**Answer 95:**

Please refer to the Answer to Question 94 above and the amendment below.

Solicitation No. - N° del'invitation	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur
24062-200609/A	006	606el

---

**Question 96:**

Given that there are a number of outstanding questions yet to be answered regarding the RFP, we respectfully request a 1-week extension to the current due date of October 16<sup>th</sup>, bringing the new due date to October 23<sup>rd</sup>.

**Answer 96:**

Please refer to the Answer to Question 94 above and the amendment below.

**AMENDMENT:**

**AT PAGE 1**

**DELETE:**

The solicitation closes on 16 October 2020 at 02:00 p.m. EDST

**INSERT:**

The solicitation closes on 30 October 2020 at 02:00 p.m. EDST

**ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED**