



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
VIA ePost Connect

**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  
professionnels en informatique - division EL  
Terrasses de la Chaudière 4th Floor  
10 Wellington Street  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> FMT - SAP Project/Change Management	
<b>Solicitation No. - N° de l'invitation</b> 24062-200610/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> 24062-20-0610	<b>Date</b> 2020-10-26
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-642-38510	
<b>File No. - N° de dossier</b> 642el.24062-200610	<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 2020-11-16</b>	
<b>Time Zone</b> Fuseau horaire Eastern Standard Time EST	
<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> Huot(642el), Alain	<b>Buyer Id - Id de l'acheteur</b> 642el
<b>Telephone No. - N° de téléphone</b> (819) 665-7395 ( )	<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**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<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>

**This Solicitation amendment no. 4 is raised to reply to bidders questions.**

**Question 36**

Due to the complexity of preparing a response to this solicitation and the large number of bids currently out to tender we would like to request a one week extension to the solicitation closing date to ensure that vendors are able to submit high quality responses that provide the best value to the crown.

**Answer 36**

See AMD below

**Question 37**

**SAP Certifications for Resource Assessment Criteria**

Last year, SAP moved to an online digital platform (Acclaim) to provide badge management for certifications. These digital badges fully replace PDF certificates. Please confirm that a screenshot of the digital badge with a link to the verification page will be accepted as a copy of certification.

**Answer 37**

Confirmed

**Question 38**

Reference: Amendment 003, Q24

- a. The response to this question confirms that billable days are not required in the third column of Section 3 Bidder Response Template for M.1 and R.1. But, this amendment seems to have deleted the entire Section 3.
- b. As Bidders are likely now unsure what level of detail is actually required, and in anticipation of another amendment to Attachment 4.3, please confirm that Canada will grant a one-week extension to November 13, 2020.

**Answer 38**

- a. No changes were done in the attachment 4.3 Bidder's Response Template, Section 3 in AMD 003.
- b. See AMD Below

**Question 39**

Reference: Amendment 003, Q24

The response to this question confirms that substantiation has to be provided only for categories that do not match.

Please confirm this means that categories with the same name do not require substantiation. In other words, a Project Executive on a non-TBIPS project does not require substantiation, as the tasks required of a Project Executive are equivalent on any given project. Substantiation would, however, be required if a Bidder is trying to demonstrate that a Project Scheduler (the named role in a contract) was performing the same tasks as a Project Coordinator (one of the roles identified for M.1/R.1).

**Answer 39**

Confirmed

**Question 40**

Reference: Attachment 4.3

Please confirm that providing the tasks from the actual contract/SoW for the project being referenced is sufficient to substantiate resource details, providing Bidders explain responsibilities and how the work was carried out while performing the tasks.

**Answer 40**

Confirmed

**Question 41**

Project Executive Level 3, R1 asks that the resource has at least one (1) of the following recognized professional certifications:

- Project Management Professional (PMP);
- Certified Associate in Project Management (CAPM);
- Program Management Professional (PgMP);
- Portfolio Management Professional (PfMP);
- Project Management Institute (PMI) Agile Certified Practitioner (PMI-ACP);
- PMI Professional in Business Analysis (PMIPBA);
- PMI Risk Management Professional (PMIRMP);and
- PMI Scheduling Professional (PMI- SP).

Please confirm the Crown will accept Prince 2 as a recognized professional certifications to satisfy this requirement?

**Answer 41**

See AMD below

**Question 42**

Based upon answer to prior Q 26 in Amendment 3: Is our understanding correct that the candidate can have a OCM certification (which could be the same one referenced in RT1) along with one (1) Project with ERP Software, Enterprise COTS or similar software implementation experience to achieve full points?

**Answer 42**

Confirmed

**The following changes applies to the Solicitation:**

**1. At Page 1 of the Solicitation:**

**Delete:** Solicitation closes at 2:00PM on 2020-11-06

**Insert:** Solicitation closes at 2:00PM on 2020-11-16

The following change applies to the Solicitation:

**2. At ATTACHEMENT 4.2 POINT RATED CRITERIA**

**2.0 Point Rated Resource Assessment Criteria:**

**Project Executive, Level 3**

**Delete:**

Criteria	Rated Requirement	Demonstrated Experience (Contractor to insert response)	Max Available Points	Points Received
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has at least one (1) of the following recognized professional certifications:</p> <ul style="list-style-type: none"> <li>• Project Management Professional (PMP);</li> <li>• Certified Associate in Project Management (CAPM);</li> <li>• Program Management Professional (PgMP);</li> <li>• Portfolio Management Professional (PfMP);</li> <li>• Project Management Institute (PMI) Agile</li> <li>• Certified Practitioner (PMI-ACP);</li> <li>• PMI Professional in Business Analysis (PMIPBA);</li> <li>• PMI Risk Management Professional (PMIRMP);</li> <li>• and</li> <li>• PMI Scheduling Professional (PMI-SP).</li> </ul> <p>A copy of the resource's valid certification should be submitted with the Contractor's TA response.</p>	<p>Yes = 5 point No = 0 points</p>	5	

**Insert:**

Criteria	Rated Requirement	Demonstrated Experience (Contractor to insert response)	Max Available Points	Points Received
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has at least one (1) of the following recognized professional certifications:</p> <ul style="list-style-type: none"> <li>• Project Management Professional (PMP);</li> <li>• Certified Associate in Project</li> </ul>	<p>Yes = 5 point No = 0 points</p>	5	

	<p>Management (CAPM);</p> <ul style="list-style-type: none"> <li>• Program Management Professional (PgMP);</li> <li>• Portfolio Management Professional (PfMP);</li> <li>• Project Management Institute (PMI) Agile</li> <li>• Certified Practitioner (PMI-ACP);</li> <li>• PMI Professional in Business Analysis (PMIPBA);</li> <li>• PMI Risk Management Professional (PMIRMP);</li> <li>• and</li> <li>• PMI Scheduling Professional (PMI-SP).</li> <li>• <b>Prince2 Practitioner</b></li> <li>• <b>Prince2 Agile Practitioner</b></li> <li>• <b>Managing Successful Programmes (MSP) Practitioner or Advanced Practitioner</b></li> <li>• <b>Portfolio, Programme and Projects Offices (P3O) Practitioner</b></li> <li>• <b>Management of Portfolios (MoP) Practitioner</b></li> <li>• <b>Management of Risk (M_o_R) Practitioner</b></li> </ul> <p>A copy of the resource's valid certification should be submitted with the Contractor's TA response.</p>			
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### 3. At APPENDIX C TO ANNEX A - RESOURCES ASSESMENT CRITERIA AND RESPONSE TABLE

#### 2.0 Point Rated Resource Assessment Criteria:

##### Project Executive, Level 3

Delete:

Criteria	Rated Requirement	Demonstrated Experience (Contractor to insert response)	Max Available Points	Points Received
R1	<p>The Contractor should demonstrate that the proposed resource has at least one (1) of the following recognized professional certifications:</p> <ul style="list-style-type: none"> <li>• Project Management Professional (PMP);</li> <li>• Certified Associate in Project Management (CAPM);</li> <li>• Program Management</li> </ul>	<p>Yes = 5 point No = 0 points</p>	5	

	<p>Professional (PgMP);</p> <ul style="list-style-type: none"> <li>• Portfolio Management Professional (PfMP);</li> <li>• Project Management Institute (PMI) Agile</li> <li>• Certified Practitioner (PMI-ACP);</li> <li>• PMI Professional in Business Analysis (PMIPBA);</li> <li>• PMI Risk Management Professional (PMIRMP);</li> <li>• and</li> <li>• PMI Scheduling Professional (PMI-SP).</li> </ul> <p>A copy of the resource's valid certification should be submitted with the Contractor's TA response.</p>			
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**Insert:**

Criteria	Rated Requirement	Demonstrated Experience (Contractor to insert response)	Max Available Points	Points Received
<b>R1</b>	<p>The Contractor should demonstrate that the proposed resource has at least one (1) of the following recognized professional certifications:</p> <ul style="list-style-type: none"> <li>• Project Management Professional (PMP);</li> <li>• Certified Associate in Project Management (CAPM);</li> <li>• Program Management Professional (PgMP);</li> <li>• Portfolio Management Professional (PfMP);</li> <li>• Project Management Institute (PMI) Agile</li> <li>• Certified Practitioner (PMI-ACP);</li> <li>• PMI Professional in Business Analysis (PMIPBA);</li> <li>• PMI Risk Management Professional (PMIRMP);</li> <li>• and</li> <li>• PMI Scheduling Professional (PMI-SP).</li> <li>• <b>Prince2 Practitioner</b></li> <li>• <b>Prince2 Agile Practitioner</b></li> <li>• <b>Managing Successful Programmes (MSP) Practitioner or Advanced Practitioner</b></li> <li>• <b>Portfolio, Programme and Projects</b></li> </ul>	<p>Yes = 5 point No = 0 points</p>	5	

	<p><b>Offices (P3O) Practitioner</b></p> <ul style="list-style-type: none"><li>• <b>Management of Portfolios (MoP) Practitioner</b></li><li>• <b>Management of Risk (M_o_R) Practitioner</b></li></ul> <p>A copy of the resource's valid certification should be submitted with the Contractor's TA response.</p>			
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**ALL OTHER TERMS REMAIN UNCHANGED**