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Halifax
Nova Scotia
B3J 1T3
Bid Fax: (902) 496-5016

**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
Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
Halifax
Nova Scot
B3J 1T3

Title - Sujet French Language Training	
Solicitation No. - N° de l'invitation MA021-200042/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client MA021-20-0042	Date 2020-11-03
GETS Reference No. - N° de référence de SEAG PW-\$HAL-219-11100	
File No. - N° de dossier HAL-0-85070 (219)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Atlantic Standard Time AST on - le 2020-11-10 Heure Normale de l'Atlantique HNA	
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: Richard, Linda K.	Buyer Id - Id de l'acheteur hal219
Telephone No. - N° de téléphone (902) 402-9059 ()	FAX No. - N° de FAX (902) 496-5016
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 AMENDMENT 2

MA021-200042

This amendment is being issued in response to the following:

1. BIDDER QUESTIONS

Question 1:

In the Basis of Payment at Annex "B", there is only one type of assessment (one assessment per potential learner). However, in the Statement of Work you mention a preliminary evaluation for new learners and also assessments of potential recruits, which imply two different types of language evaluations. Could you please add a second type of assessment for the potential recruits in the Basis of Payment with the estimated quantity?

Answer 1:

Please see revised Basis of Payment below.

Question 2:

Is it correct to assume that Annex "D" is for the teaching resources only?

Answer 2:

Annex D covers all proposed members, teaching resources and pedagogical advisor.

Question 3:

Could you please clarify this sentence found in the table "Detailed Proposed Resource's Description" on p. 34: Role required for Training Resource or Pedagogical?

Answer 3:

To clarify, this would mean is the proposed member a training/teaching resource or the Pedagogical advisor.

Question 4:

In the table “Detailed Proposed Resource’s Description” on p.34, could you please clarify what you refer to when you mention project. Our tutors are not assigned to specific projects or clients, they may work with learners coming from many of our clients through the week.

Answer 4:

Previous experience with the same/similar type of work to demonstrate the ability to perform to what is required in the Statement of Work located in Annex “A”.

Question 5:

At RT4iii) is the requirement to confirm the hours in the day in which the training was provided, or the total amount of training time provided? If you are looking for the amount of training time provided, is it okay to provide the hours of experience for the whole duration period instead of a weekly basis?

Answer 5:

RT4 is asking to confirm the number of weeks and hours per week in each duration period. We CANNOT accept the alternative.

Question 6:

If the lessons are to be given with WebEx are the learners sending the links to their teacher before each meeting?

Answer 6:

No matter which meeting application is used, the teachers set up the schedule upon discussion with the learners in regards to availability. Some employees work nights, backshift, weekends, etc., and lessons are scheduled to ensure timing meets the learners’ needs as well as the teacher. Once time is set, the teacher confirms/schedules with the learner. So for WebEx or any other meeting application, the links would be sent by the teacher after discussion with the learner.

2. UNDER ANNEX ‘B’ BASIS OF PAYMENT

Delete: In its entirety

Insert: The following revised Annex B

ANNEX B – BASIS OF PAYMENT

The Financial Evaluation Total will be used for evaluation purposes only and does not represent a commitment on the part of MAI.

All pricing to perform the work as described in the Statement of Work at Annex A, is to be included and accounted for within the pages of this attachment and is to be submitted as your financial proposal at the time of bid closing. The submitted price will be inclusive of all required services such as help desk, licensing fees, preparation hours for trainers, exam preparation etc. Additional costs will not be considered.

The Offeror **MUST** complete the Standard Rate (B) and the Extended Total (C) columns for all line items in below Tables. Calculate the total by adding up the Extended Totals, column (C). Complete Hourly Rate (F) and the Extended Price (G). Complete Total Cost by adding total from (C) and total from (G). In the event the Total Evaluated Price is not correctly calculated the unit rate will prevail.

The Estimated Expenditure must be in Canadian currency and must not include any amount for the Goods and Services Tax (GST) or the Harmonized Sales Tax (HST) as may be applicable.

The number of estimated hours in Table 1, 2, and 3 are for evaluation purposes only and there is no guarantee of hours.

Pricing Periods for this requirement will be:

Year 1 and 2 - from date of issue for 2 years

Optional Period 1 – Years 3 & 4

Optional Period 2 - Year 5

Table 1 - INITIAL TWO YEAR CONTRACT

Item	Role Description		Estimated Usage	Standard Rate Year 1 & 2	Extended Total
			(A)	(B)	(A x B) = (C)
1.1	Preliminary Assessment		120 HOURS	\$_____ / hr	\$_____
1.2	Assessment		120 HOURS	\$_____ / hr	\$_____
1.3	Annual Fee for Electronic Learning Program and Management System		2 YEARS	\$_____	\$_____
(C) Subtotal					\$_____
		Number of Participants (D)	Estimated Usage (E)	Hourly Rate per Participant (F)	Extended Price (D x E) x F =(G)
1.4	Instruction	120	52 HOURS	\$_____ / hr	\$_____
SUBTOTAL (= C + G) = (H)					\$_____
TOTAL COST INITIAL CONTRACT (H) x 2					\$_____

Table 2 -OPTIONAL PERIOD 1 - TWO YEAR STANDING OFFER (Year 3 & 4)

Item	Role Description		Estimated Usage	Standard Rate Year 3 & 4	Extended Total
			(A)	(B)	(A x B) = (C)
2.1	Preliminary Assessment		120 HOURS	\$_____ / hr	\$_____
2.2	Assessment		120 HOURS	\$_____ / hr	\$_____
2.3	Annual Fee for Electronic Learning Program and Management System		2 YEARS	\$_____	\$_____
(C) Subtotal					\$_____
		Number of Participants (D)	Estimated Usage (E)	Hourly Rate per Participant (F)	Extended Price (D x E) x F =(G)
2.4	Instruction	120	52	\$_____ / hr	\$_____
SUBTOTAL (= C + G) = (H)					\$_____
TOTAL COST OPTIONAL PERIOD 1 (H) x 2					\$_____

Table 3 – OPTIONAL PERIOD 2 - ONE YEAR STANDING OFFER (Year 5)

Item	Role Description	Estimated Usage	Standard Rate Year 5	Extended Total	
		(A)	(B)	(A x B) = (C)	
3.1	Preliminary Assessment	60 HOURS	\$_____ / hr	\$_____	
3.2	Assessment	60 HOURS	\$_____ / hr		
3.3	Annual Fee for Electronic Learning Program and Management System	1 YEAR	\$_____	\$_____	
(C) Subtotal				\$_____	
		Number of Participants (D)	Estimated Usage (E)	Hourly Rate per Participant (F)	Extended Price (D x E) x F =(G)
3.4	Instruction	60	52	\$_____ / hr	\$_____
TOTAL COST OPTIONAL PERIOD 2 (= C + G)				\$_____	

Table 1 Total Cost \$_____

Table 2 Total Cost \$_____

Table 3 Total Cost \$_____

Grand Total Cost (Table 1 Total Cost + Table 2 Total Cost + Table 3 Total Cost) =

\$_____

All other terms and conditions remain unchanged.