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K1A 0S5

Bid Fax: (819) 997-9776

**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

This document contains a security requirement.

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

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Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec

K1A 0S5

Title - Sujet TBIPS - Omnibus	
Solicitation No. - N° de l'invitation E60ZR-192985/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client 20192985	Date 2020-11-27
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-640-38624	
File No. - N° de dossier 640e1.E60ZR-192985	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2020-12-21 Heure Normale de l'Est HNE	
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Pui, Ivy	Buyer Id - Id de l'acheteur 640e1
Telephone No. - N° de téléphone (613) 858-9873 ()	FAX No. - N° de FAX () -
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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

The purpose of Amendment number 003 is to:

- answer bidders' questions;
- extend the Solicitation closing date; and
- amend the Request for Proposal (RFP).

QUESTION AND ANSWER

Question 11

R.3 states "The Bidder should demonstrate its experience in providing a peak team size of at least 12 resources concurrently for a period of six (6) consecutive months. The team can be a combination of any categories and level." In order to demonstrate the experience vendors are requested to submit "1, 2 OR 3 or more contracts" that meet the criteria. Can Canada please confirm that each of the contracts used to demonstrate experience must be within the same, concurrent six (6) month period?

For example: For the period of January to June, 2020 the following contracts had over 12 concurrent resources;

- Contract 1, 12 resources
- Contract 2, 16 resources
- Contract 3, 14 resources

Answer 11

If more than 1 contract is used to demonstrate R.3 experience, it is not required that the minimum 6 consecutive months' experience for all contracts must be the same period. The experience demonstrated for each contract can be in any 6 consecutive months.

Question 12

For R.3, the rating scale awards maximum points to contractors that can reference '3 or more' contracts that meet the requirement. Would Canada consider amending the rating scale to award points separately to contractors that can provide 3 contract references vs 4 contract references? We believe this is an opportunity to distinguish contractors to demonstrate additional experience in providing multiple resources concurrently.

Answer 12

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

Question 13

Attachment 4.1 Bid Evaluation Criteria, M.1 for both Work Streams requires Bidders to provide a letter signed by the client to certify tasks performed for each resource category. Given the number of resource categories that Bidders have to demonstrate experience for, and the number of contracts Bidders have to use (up to 6), the Crown is asking for up to 66 client reference letters to be written, sent off, and signed by clients. Requiring that each resource category under each contract have a client reference letter attached (again, a potential of 66 client letters) puts undue hardship on both Bidders and their Clients. We would like to request that the Crown accept mapping of tasks and the provision of client reference contact information in lieu of Client signatures.

Answer 13

Bidders are required to provide one letter per reference contract, not per resource category, they use to demonstrate M.1 experience. The bidders identify all resource categories and the corresponding Tasks 1, 2 and 3 provided in a reference contract under one letter. In other words, at the maximum, a total of 6 letters will be submitted with the bid, if the bidders demonstrate M.1 experience using 6 reference contracts.

The requirement remains unchanged.

Question 14

Attachment 4.1 Bid Evaluation Criteria, M.1, R.1, and R.2 for each Work Stream require all 6 contracts used by Bidders so be: awarded within the last 8 years, and billed days must be demonstrated within the last 6 years. An 8 and 6 year cut off greatly diminishes the number of large Tier 2 contracts that Bidders can cite (including various Omnibus contracts) to demonstrate billable days and billed value for M.1, R.1 (which requires upwards of 1,760 days for some categories), and R.2. As such, we would like to request that the validity period for contract award and billed days be extended to the last 10 years.

Answer 14

Canada has reviewed the request, however the requirement remains unchanged as follows:

Each of the 6 identified contracts, demonstrating billable days experience, must have been awarded within the 8 years prior to the solicitation posting date; and the demonstrated billable days must fall within the 6 years prior to the solicitation posting date.

Question 15

In Criteria M.1 of Workstream 1, Bidders are required to demonstrate 660 billable days for the Call Centre Consultant category, and in order to score full points in R.1, a total of 1,320 billable days is required in the category. The Call Centre Consultant category is typically utilized on a standalone contract and is not often used in RFPs in the combination of categories the Crown is requesting in this RFP. It is also a role that tends to only be used for a couple/few months to fulfil a specific engagement, so having long contracts or the equivalent of 6 person-years worth of billable days would be very rare. Bidders who have billable days experience in all other categories in this Workstream but the Call Centre Consultant category would not be able to bid on the Workstream. In an effort to allow otherwise qualified companies to bid on this Workstream, will the Crown modify the list of categories in M.1 to remove the Call Centre Consultant category?

Answer 15

Canada has reviewed the request, please refer to RFP Amendment for the modification in M.1 and Example Evaluation Scenario for Criteria ID R.1 pertaining to minimum billable days for B.8 Call Centre Consultant – Level 2.

Question 16

In Criteria M.1 of Workstreams 1 and 2, the Crown requires the Bidder to obtain up to six (6) letters from clients certifying that resources placed at the client organization performed the tasks associated with the category. Criteria R.3 in each Workstream requires three (3) more client letters certifying that the Bidder supplied the client with a minimum number of resources concurrently. The process of obtaining letters from clients to certify such details seems redundant and excessive given that Bidders already undergo a rigorous process in order to qualify for TBIPS. Client signatures from private sector organizations are always problematic due to legal liability concerns. Even some government organizations will no longer provide signed letters attesting to the provision of services. Add to this the challenge that COVID-19 poses on the logistics of getting signatures and this requirement presents a real logistical risk for any potential respondent, especially because the core of the response must be written first so as to provide a client with the details of what they are being asked to certify. This means that potential respondents could put significant effort into producing a response only to discover that signature logistics prevent them from getting signatures in time. For these reasons we ask that the requirement for letters signed by clients be removed from the RFP and replaced by the more traditional right of the Crown to seek confirmation by means of email.

Answer 16

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

Question 17

In both Workstream 1 and 2, Criteria M.1 allows for a maximum of six (6) contracts to be used across the eleven (11) categories stated in each Workstream. With the unique combination of categories and the limited number of contracts that can be used across the Workstreams, it is almost a matter of luck for potential respondents to have the right mix of contracts to achieve the minimum number of billable days required to pass the mandatory. Given this, would the Crown please modify the criteria to allow Bidders to use up to six (6) contracts in each of the eleven (11) categories to achieve the minimum number of billable days required in the category?

Answer 17

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

Question 18

Given the complexity of the bid requirements in the subject solicitation, the amount of effort required to respond (including the amount of effort required to cross map resources), the volume of other Federal Government solicitations currently undergoing competition, and the logistical challenges imposed by COVID-19, we respectfully request a one-week extension of the closing date beyond the most recent extension. A further extension will allow Bidders the time required to confirm 30,000+ billable days and compile all the resource documentation that has to be provided for substantiation.

Answer 18

The closing date of this solicitation has been extended to December 21, 2020.

Question 19

Re: M1, R1 and Attachments 4.1 & 4.2 for both Workstream 1 and Workstream 2

M1/R1 for both Workstream 1 and Workstream 2 require Bidders to demonstrate billable days aligned to both the TBIPS resource category and the specific TBIPS Level. In Amendment 1, the Crown allowed Bidders to use equivalent resource categories under a different title, but did not indicate whether equivalent Levels will also be accepted. Many private and public sector organizations assign their own seniority levels which are not identical to TBIPS. Therefore, would the Crown please confirm that Bidders can demonstrate deployment of resources in equivalent categories AND levels, as long as they clearly provide detail of how the resources deployed met the level and it is attested to by the client letter?

Answer 19

Years of experience under a resource category apply to both TBIPS and non-TBIPS reference contracts.

For example, at the time when the Project Manager worked under the reference contract, his years of experience under the category was:

5- < 10 years of experience = Project Manager Level 2
10+ years of experience = Project Manager Level 3

For non-TBIPS reference contract(s) used to demonstrate M.1 and R.1 experience for Workstream 1 and 2, it is acceptable that the client only certifies the Resource Category and the corresponding Tasks 1, 2 and 3, but not the Category Level. However, the bidders are required to enter the billable days in the appropriate category/level in accordance with the years of experience identified above.

Question 20

Re: M1, R1 and Attachments 4.1 & 4.2 for both Workstream 1 and Workstream 2

Within the billable days requirement of this RFP, it is clear that the Crown is looking for bidders to demonstrate experience providing resources across the various categories listed. In multiple cases there is both a level 2 and level 3 (L2 and L3) listed. For ease of evaluation and demonstration would the Crown please confirm that bidders can demonstrate a total number of days for the category as opposed to the specific number of days for each level (L2 days plus L3 days)? As many TBIPS contracts only have an L2 category where clients request L2 and L3 resources, this will eliminate the need for Bidders to map candidates provided in an L2 category to the L3 experience while still demonstrating the total capability of the bidders, and reduce the size of the response for evaluation.

Answer 20

Please refer to Answer 19 which applies to Question 20.

Question 21

Workstream 1 – M.1

In order to promote a fair and open competitive process, would Canada consider amending M.1 as follows:

- The Bidder must use a maximum of 6 contracts to demonstrate all the required minimum billable days for **9 out of the 11 Resource Categories** and their level identified in the above table. The Bidder must not submit more than 6 contracts. If more than 6 contracts are provided, only the first 6 contracts, in order of presentation, will be evaluated.

Answer 21

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

Question 22

Amendment 002 provided an extension to the bid closing date by one (1) week to December 14 in response to the bidder community, amongst concerns surrounding the gathering of billable days and drafting appropriate letters for clients to sign and return. Our clients have informed us that they will need time to verify/validate the information provided in the reference letter and sign/return the letter, all of which is impacted by the pandemic and remote working situations. To allow clients the necessary time to verify the information provided and return the signed copy, would the Crown consider extending the bid closing date further to December 21, 2020?

Answer 22

The closing date of this solicitation has been extended to December 21, 2020.

Question 23

Regarding M1/R1, In the case where a reference contract has the exact same TBIPS categories and the resources have the exact same TBIPS job title and level, is it the intension of the Crown to have vendors provide sign off from the client along with demonstration/substantiation on the first 3 tasks outlined in Article 3.2 of Annex A – Statement of work and at the required level (i.e. Level 2 or Level 3) for those exact match referenced resources?

Or is it the intension of the crown to simply have the reference contract client sign off on the first 3 tasks outlined in Article 3.2 of Annex A – Statement of work and at the required level (i.e. Level 2 or Level 3) for resources that are exact TBIPS matches with no demonstration/substantiation provided by the vendor in the bid response?

Answer 23

Bidders are required to provide a letter signed by the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the reference contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. No further demonstration/substantiation is required.

For non-TBIPS reference contract(s) used to demonstrate M.1 and R.1 experience for Workstream 1 and 2, it is acceptable that the client only certifies the Resource Category and the corresponding Tasks 1, 2 and 3, but not the Category Level. No further demonstration/substantiation is required.

RFP AMENDMENT

1. At Attachment 4.1 – Bid Evaluation Criteria:

- **Workstream 1 - M.1 & R.1; and**
- **Workstream 1 and 2 - Bidder Response Table For Corporate References:**

DELETE in its entirety.

INSERT:

**ATTACHMENT 4.1 BID EVALUATION CRITERIA – WORK STREAM 1
CORPORATE MANDATORY REQUIREMENTS**

**1. Work stream 1 – Business Management
1.1 Corporate Mandatory Evaluation Criteria**

Criteria ID	Mandatory Criteria for Work Stream 1: Business Management	Bidder's Response Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid																								
M.1	<p>The Bidder must demonstrate its experience in delivering informatics professional services supplying all resource categories (or equivalent resource categories under a different title) listed in the table below for the required minimum billable days per Resource Category and Level. Billable days are defined as days worked and billed to clients, calculated at 7.5 hours or more per day.</p> <table border="1" data-bbox="386 730 711 1220"> <thead> <tr> <th>Resource Category</th> <th>Minimum Billable Days</th> </tr> </thead> <tbody> <tr> <td>B1 Business Analyst – Level 3</td> <td>880</td> </tr> <tr> <td>B2 Business Architect – Level 3</td> <td>880</td> </tr> <tr> <td>B4 Business Continuity/Disaster Recovery Specialist – Level 3</td> <td>880</td> </tr> <tr> <td>B.5 Business Process Re-engineering (BPR) Consultant – Level 3</td> <td>880</td> </tr> <tr> <td>B.8 Call Centre Consultant – Level 2</td> <td>440</td> </tr> <tr> <td>P.1 Change Management Consultant – Level 2</td> <td>770</td> </tr> <tr> <td>P.7 Project Coordinator – Level 2</td> <td>550</td> </tr> <tr> <td>P.9 Project Manager – Level 2</td> <td>550</td> </tr> <tr> <td>P.9 Project Manager – Level 3</td> <td>880</td> </tr> <tr> <td>P.10 Project Scheduler – Level 3</td> <td>660</td> </tr> <tr> <td>P.11 Quality Assurance Specialist/Analyst – Level 3</td> <td>880</td> </tr> </tbody> </table>	Resource Category	Minimum Billable Days	B1 Business Analyst – Level 3	880	B2 Business Architect – Level 3	880	B4 Business Continuity/Disaster Recovery Specialist – Level 3	880	B.5 Business Process Re-engineering (BPR) Consultant – Level 3	880	B.8 Call Centre Consultant – Level 2	440	P.1 Change Management Consultant – Level 2	770	P.7 Project Coordinator – Level 2	550	P.9 Project Manager – Level 2	550	P.9 Project Manager – Level 3	880	P.10 Project Scheduler – Level 3	660	P.11 Quality Assurance Specialist/Analyst – Level 3	880	<p>The Bidder's substantiation of technical compliance with Criteria ID M.1 must be demonstrated by completing the 2 Bidder Response Tables - Appendix A and B to Attachment 4.1.</p> <p>Any referenced contract that does not meet the requirements established in Criteria ID M.1 will not be considered and evaluated.</p>	
Resource Category	Minimum Billable Days																										
B1 Business Analyst – Level 3	880																										
B2 Business Architect – Level 3	880																										
B4 Business Continuity/Disaster Recovery Specialist – Level 3	880																										
B.5 Business Process Re-engineering (BPR) Consultant – Level 3	880																										
B.8 Call Centre Consultant – Level 2	440																										
P.1 Change Management Consultant – Level 2	770																										
P.7 Project Coordinator – Level 2	550																										
P.9 Project Manager – Level 2	550																										
P.9 Project Manager – Level 3	880																										
P.10 Project Scheduler – Level 3	660																										
P.11 Quality Assurance Specialist/Analyst – Level 3	880																										
	<p>To qualify:</p> <ul style="list-style-type: none"> The Bidder must use a maximum of 6 contracts to demonstrate all the required minimum billable days for all Resource Categories and their level identified in the above table. The Bidder must not submit more than 6 contracts. If more than 6 contracts are provided, only the first 6 contracts, in order of presentation, will be evaluated; Each of the 6 identified contracts, demonstrating billable days experience, must have been awarded within the 8 years prior to the solicitation posting date; and the demonstrated billable days must fall within the 6 years prior to the solicitation posting date; The Bidder must provide a letter signed by the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed in Appendix B to Attachment 4.1 (Bidder Response Table) for details; and Complete the 2 Bidder Response Tables – Appendix A and B to Attachment 4.1 to provide information identified in the 2 tables. 																										

**ATTACHMENT 4.2 BID EVALUATION CRITERIA – WORK STREAM 1
CORPORATE POINT-RATED REQUIREMENTS**

1.2 Corporate Point-Rated Evaluation Criteria

Criteria ID	Criteria for Work Stream 1: Business Management	Max Points	Bidder's Response Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
R.1	<p>The Bidder should use the same 6 contracts (maximum) identified in Criteria ID M.1 to demonstrate its billable days experience in excess of the minimum billable days required in Criteria ID M.1.</p> <p>The Bidder will be awarded points for billable days in excess of the minimum billable days identified in the table of Criteria ID M.1, as demonstrated in the example evaluation scenario below.</p>	100	<p>The Bidder's substantiation of technical compliance with Criteria ID R.1 should be demonstrated using the 2 Bidder Response Tables - Appendix A and B to Attachment 4.1, completed by the Bidder to substantiate its compliance with Criteria ID M.1.</p> <p>Any referenced contract that does not meet the requirements established in Criteria ID M.1 will not be considered and evaluated for Criteria ID R.1.</p> <p>Criteria ID R.1 will be evaluated using the information contained in the completed Bidder Response Tables - Appendix A and B to Attachment 4.1.</p>	

Example Evaluation Scenario for Criteria ID R.1				
Resource Category	(A)	(B)	(C)	(D)
Business Management	BILLABLE DAYS PROVIDED BY BIDDER	MINIMUM BILLABLE DAYS IDENTIFIED UNDER M1	BIDDER EXCESS (C)=(A)-(B)	BIDDER % INCREASE TO A MAXIMUM OF 100 (D)=((C)/(B))*100
B1 Business Analyst – Level 3	1,200	880	320	36
B2 Business Architect – Level 3	1,475	880	595	68
B4 Business Continuity/Disaster Recovery Specialist – Level 3	1,350	880	470	53
B.5 Business Process Re-engineering (BPR) Consultant – Level 3	1,125	880	245	28
B.8 Call Centre Consultant – Level 2	832	440	392	89
P1 Change Management Consultant - Level 2	1,200	770	430	56
P.7 Project Coordinator – Level 2	625	550	75	14
P.9 Project Manager – Level 2	1,134	550	584	106
P.9 Project Manager – Level 3	1,745	880	865	98
P.10 Project Scheduler – Level 3	1,015	660	355	54
P.11 Quality Assurance Specialist/Analyst – Level 3	985	880	105	12
BIDDER SCORE = SUM OF (D) FOR ALL 11 CATEGORIES / 11				56
In this example, the Bidder would score 56 points out of a possible 100 points.				

APPENDIX B TO ATTACHMENT 4.1 – WORK STREAM 1

BIDDER RESPONSE TABLE FOR CORPORATE REFERENCES

The Bidder must use the same contract(s) (maximum of 6) identified in Appendix A to Attachment 4.1 to demonstrate its experience in delivering informatics professional services by supplying all resource categories (or equivalent resource categories under a different title) listed in Corporate Mandatory criterion M.1.

To qualify, the Bidder must:

- i) Provide all information identified in this Bidder Response Table For Corporate References; and
- ii) Provide a letter signed by the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed for details.

Experience levels
Level 2: 5- < 10 years of experience
Level 3: 10+ years of experience

The Bidder must replicate this Bidder Response Table for Corporate References for each referenced contract identified in Appendix A to Attachment 4.1.

Bidder's Name: _____ Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Client Organization Name	
Client Contact Name	Title
Address	
Telephone	E-mail Address

SECTION 2: CONTRACT INFORMATION

Contract Title	Contract Value
Award Date	Expiry Date

Limited to half a page (1/2 letter size 8.5x11), provide a brief description of the key scope and responsibilities of the referenced contract:

SECTION 3: TASKS PERFORMED – TO BE CERTIFIED BY THE CLIENT

The Bidder must provide a letter signed by the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and level under each of the referenced contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work.

For example, the referenced contract #1 provided 2 resource categories/level, Business Analyst (Level 3) and Business Continuity/Disaster Recovery Specialist (Level 3), identified in Corporate Mandatory Criteria ID M.1. The Bidder is required to provide the following in this Section 3: Tasks Performed, and to be certified by the client:

The following is an example only

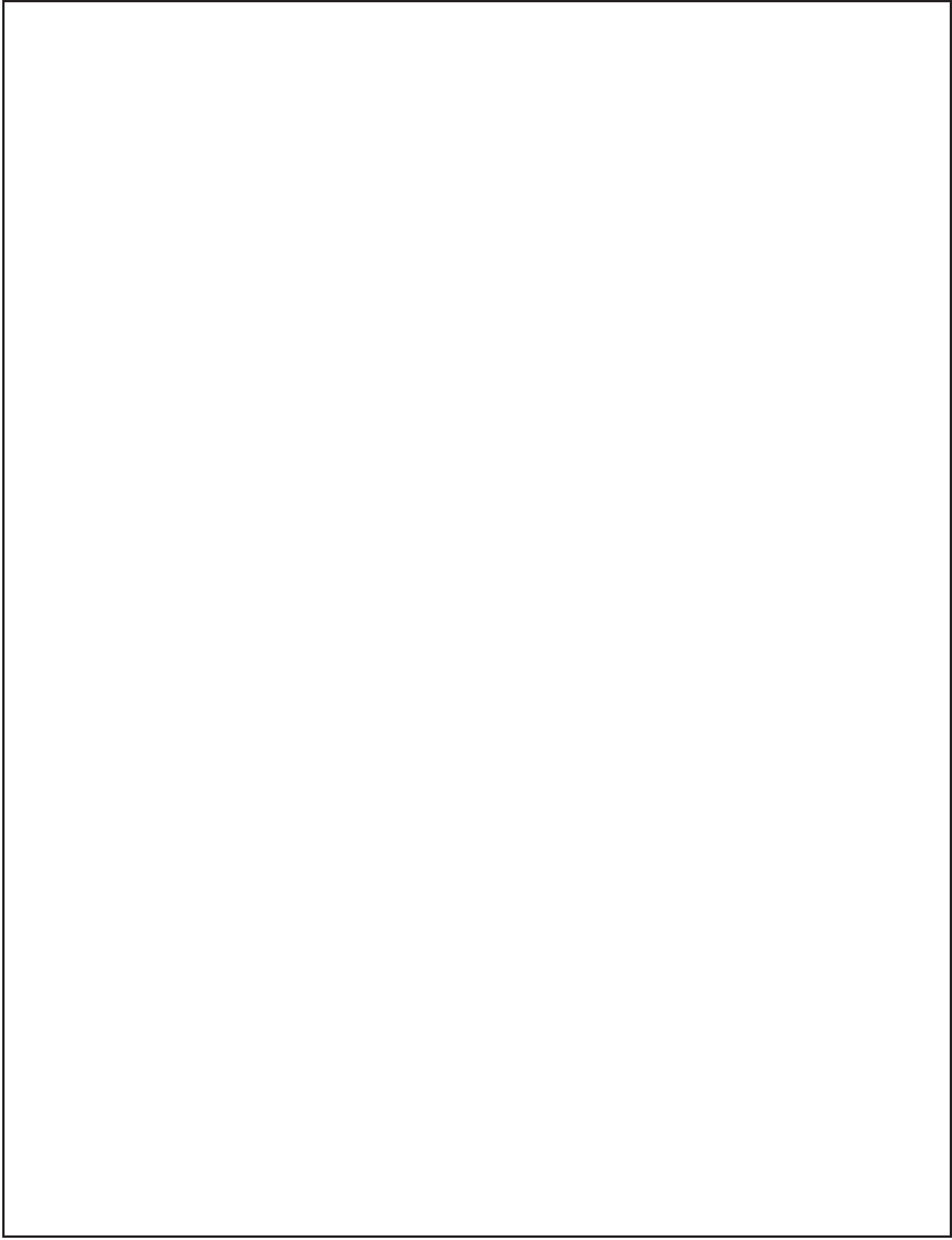
Resources for the following 2 categories and level were provided in this referenced contract. Tasks performed include the following:

Business Analyst – Level 3

- 1. Define and document interfaces of manual to automated operations within application subsystems, to external systems, and between new and existing systems;*
- 2. Perform business analyses of functional requirements to identify information, procedures, and decision flows;*
- 3. Determine operational objectives by studying business functions, gathering information, evaluating output requirements and formats.*

Business Continuity/Disaster Recovery Specialist – Level 3

- 1. Develop and implement business and technology continuity plans;*
- 2. Develop technology and business continuity and disruption recovery strategies;*
- 3. Establish coordination activities with internal and external stakeholders and establish actual and potential dependencies.*



APPENDIX D TO ATTACHMENT 4.1 – WORK STREAM 2

BIDDER RESPONSE TABLE FOR CORPORATE REFERENCES

The Bidder must use the same contract(s) (maximum of 6) identified in Appendix C to Attachment 4.1 to demonstrate its experience in delivering informatics professional services by supplying all resource categories (or equivalent resource categories under a different title) listed in Corporate Mandatory criterion M.1.

To qualify, the Bidder must:

- i) Provide all information identified in this Bidder Response Table For Corporate References; and
- ii) Provide a letter signed by the client, not by the Bidder, to certify that tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed for details.

Experience levels
Level 2: 5- < 10 years of experience
Level 3: 10+ years of experience

The Bidder must replicate this Bidder Response Table for Corporate References for each referenced contract identified in Appendix C to Attachment 4.1.

Bidder's Name: _____ Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Client Organization Name	
Client Contact Name	Title
Address	
Telephone	E-mail Address

SECTION 2: CONTRACT INFORMATION

Contract Title	Contract Value
Award Date	Expiry Date

Limited to half a page (1/2 letter size 8.5x11), provide a brief description of the key scope and responsibilities of the referenced contract:

SECTION 3: TASKS PERFORMED – TO BE CERTIFIED BY THE CLIENT

The Bidder must provide a letter signed by the client, not by the Bidder, to certify that tasks performed by the Resource Category (or Categories) and level under each of the referenced contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work.

For example, the referenced contract #1 provided 2 resource categories/level, Application/Software Architect (Level 3) and ERP Functional Analyst (Level 2), identified in Corporate Mandatory Criteria ID M.1. The Bidder is required to provide the following in this Section 3: Tasks Performed, and to be certified by the client:

The following is an example only

Resources for the following 2 categories and level were provided in this referenced contract. Tasks performed include the following:

Application/Software Architect – Level 3

- 1. Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements;*
- 2. Evaluate existing procedures, processes and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary;*
- 3. Document future view of the Enterprise Integration Applications (EIA) and a strategy to optimize interfaces between legacy applications suites or components or application systems and Enterprise Resource Planning (ERP).*

ERP Functional Analyst – Level 2

1. *Research, analyze and document user requirements, map interdependencies, and produce the required functional specifications and process re-engineering recommendations;*
2. *Develop and document ERP functional, business, and system requirements specifications;*
3. *Develop functional, business, and system interface or capability interaction.*