



QUESTIONS AND ANSWERS

Title:	Request for Standing Offers (RFSO) - Firms Research Services: Analysis & Writing AND Research Support
Solicitation Number:	1000224941
QUESTION 1:	
Page 14, M1-1.5 – Do you require both Table Form M1 and a curriculum vitae for each of the four resources proposed in fulfilment of M1? If so, are both Table Form M1 and a curriculum vitae also required for all Additional Resources included in the bid?	
ANSWER 1:	
A Table Form M1 and a curriculum vitae must be provided for each of the proposed resources. This requirement pertains to the minimum four proposed resources as well as any additional resources.	
QUESTION 2:	
Page 14, M1-1.6 – Can the resource who is capable of providing bilingual services be among the bidder’s Additional Resources included in the bid, or must this requirement be met within the four resources who will be evaluated under the point-rated criteria?	
ANSWER 2:	
The requirement for a resource capable of providing bilingual services does not have to be met by one of the four resources who will be evaluated under the point-rated criteria.	
QUESTION 3:	
Page 15, M2-2.3 – Are individuals included in the bid as Additional AW Resources also required to have provided AW services on two of the three project summaries, or is this requirement limited to the two AW resources who will be evaluated under the point-rated criteria?	
ANSWER 3:	
The only individuals required to have provided AW services on at least two of the three project summaries are the two AW resources who will be evaluated under the point-rated criteria.	
QUESTION 4:	
Page 15, M2-2.4 – Are Additional Resources required to have completed 40 billable days on at least two of the project summaries, or is this requirement limited to the four resources who will be evaluated under the point-rated criteria?	
ANSWER 4:	
Only the four resources who will be evaluated under the point-rated criteria, not the Additional Resources, must have each completed a cumulative total of 40 billable days in a minimum of two of the project summaries.	



QUESTION 5:

Page 15, M2-2.4 – Is it necessary for proposed resources to have completed 40 days of work at the service level for which they are proposed, or can the 40 days be a combination of AW and RS work?

ANSWER 5:

The proposed resource must have completed 40 days of work at the service level for which they are proposed. The 40 days can be demonstrated through a cumulative total as provided in a minimum of two of the project summaries.

QUESTION 6:

Page 19, R2-2.2 – For the purposes of evaluating the subject matter relevance for the project summaries, do you consider a claim before the Specific Claims Tribunal to be “very relevant subject matter” or “partially relevant subject matter”?

ANSWER 6:

A claim before the Specific Claims Tribunal would be considered “very relevant subject matter”.

QUESTION 7:

Page 20, R2-2.3.1 – To attain the maximum five points for AW services on the project summaries, do you require each proposed resource on a project to have completed 50 AW days, or is the requirement that 50 AW days were completed on the project by all AW resources combined?

ANSWER 7:

The maximum of five points for AW services on the project summaries will be attained once the requirement of 50 AW days has been met by a combination of all the AW resources. Each proposed resource does not have to have completed 50 AW days.

QUESTION 8:

Can you please advise me if there will be another RFSO for “individuals”? Or will all standing offers be awarded to firms only?

ANSWER 8:

A RFSO for individuals will be posted shortly. The intent is for Standing Offers to be awarded to firms and individuals.

QUESTION 9:

M1.3 states one resource may qualify in more than one category. Can you confirm that this means three individuals can be proposed if one of the individuals is proposed in both categories, further to meeting requirement M1.1 (two resources per category)?

ANSWER 9:

A resource, as noted in M1.3, may qualify in more than one category as long as that resource meets the minimum requirements of each category. Three individuals would meet the requirements of M1.1 as long as at least one of those individuals is proposed in and meets the minimum requirements of both categories.



QUESTION 10:

Do Offerors outside of the NCR or Quebec Regions need to sign the Annex "F" Language Certification document? If so, which part should we sign? If not, should we indicate language capability elsewhere?

ANSWER 10:

Offerors located outside of the NCR or Quebec Region should sign at signature block number 4 at the bottom of Annex F.

QUESTION 11:

Page 19, R2-2.2 – For the purpose of evaluating the relevance of a client for the project summaries, I have two questions about the following scenario: A project is a Specific Claim prepared for a First Nation client, and paid for by the First Nation, but our contact representing the client was a law firm. The claim is also confidential, as it has not yet been submitted to Canada, therefore the First Nation and its reserves cannot be explicitly stated in the project summary.

- Would this project be given 4 points for “very relevant” subject matter and “partially relevant” client?
- Will you accept a Reference Letter (in fulfilment of M3) from the law firm that represents the First Nation client?

ANSWER 11:

As per bullet 1, we are unable to state how many points would be given without reviewing the bid in detail. Based solely on your scenario, it is possible that up to four points would be assigned as it appears that the law firm has contracted historical research on behalf of a First Nation (client organization). As per bullet 2, a Reference Letter from the law firm that represents the First Nation would suffice. Please note that detailed information, aside from explicitly stating the name of the First Nation and its reserves, will still be required in Table Forms M2 and M3.