



**RETURN BIDS VIA E-MAIL TO:
RETOURNER LES SOUMISSIONS À:**

Email - courriel:
DFOtenderssoumissionsMPO@dfo-mpo.gc.ca
Cc: Ginette.AliagaGallo@dfo-mpo.gc.ca

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal to: Fisheries and Oceans Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods and services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition aux : Pêches et Océans Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux appendices ci-jointes, les biens et les services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaries :



Title – Sujet Senior Marine Engineer Support Services		Date February 8, 2021
Solicitation No. – N° de l’invitation FP802-200010/A		Amendment – modification 1
Client Reference No. - No. de référence du client FP802-190028A		
Solicitation Closes – L’invitation prend fin At / à : 2:00 PM EST(Eastern Standard Time) On / le : February 18, 2021		
F.O.B. – F.A.B Destination	GST – TPS See herein — Voir ci-inclus	Duty – Droits See herein — Voir ci-inclus
Destination of Goods and Services – Destinations des biens et services See herein — Voir ci-inclus		
Instructions See herein — Voir ci-inclus		
Address Inquiries to – Adresser toute demande de renseignements à Ginette Aliaga Email – courriel: Ginette.AliagaGallo@dfo-mpo.gc.ca		
Delivery Required – Livraison exigée See herein — Voir ci-inclus	Delivery Offered – Livraison proposée	
Vendor Name, Address and Representative – Nom du vendeur, adresse et représentant du fournisseur/de l’entrepreneur:		
Telephone No. – No. de téléphone	Facsimile No. – No. de télécopieur	
Name and title of person authorized to sign on behalf of Vendor (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d’imprimerie)		
Signature	Date	



This amendment is effective immediately and will form part of the contractual documents.

This RFP amendment #1 is raised to:

- Revise Attachment 1 to Part 3, Pricing Schedule;
- Revise the Bid Evaluation Criteria;
Please see changes highlighted in yellow colour.

1. AT: ATTACHMENT 1 TO PART 3, PRICING SCHEDULE

DELETE in its entirety and **REPLACE** with:

ATTACHMENT 1 TO PART 3, PRICING SCHEDULE

The Bidder must complete this pricing schedule and include it in its financial bid once completed. As a minimum, the Bidder must respond to this pricing schedule by including in its financial bid for each of the periods specified below its quoted firm all-inclusive per diem rate (in Can \$) for each of the proposed resources.

The volumetric data included in this pricing schedule are provided for bid evaluated price determination purposes only. They are not to be considered as a contractual guarantee. Their inclusion in this pricing schedule does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.

Under any resulting contract, Canada will not accept travel and living expenses that may need to be incurred by the contractor for any relocation of resources required to satisfy its contractual obligations.

Table 1

Period of Professional Services: Initial Contract Period: From Contract Award to March 31, 2022	All-inclusive fixed Per-Diem Rate A	Volumetric Data (estimated) B	Total C = A x B
1.A Senior Marine Engineer	\$	240 days	\$
1.B Senior Marine Engineer	\$	240 days	\$
Evaluated Price - Initial Contract Period (GST/HST excluded):			\$

Table 2

Period of Professional Services: Option Year Period 1 :From April 1, 2022 to March 31, 2023	All-inclusive fixed Per-Diem Rate A	Volumetric Data (estimated) B	Total C = A x B
1.A Senior Marine Engineer	\$	220 days	\$
1.B Senior Marine Engineer	\$	220 days	\$
Evaluated Price - Option Year Period 1 (GST/HST excluded):			\$

Table 3

Period of Professional Services: Option Year Period 2 :From April 1, 2023 to March 31, 2024	All-inclusive fixed Per-Diem Rate A	Volumetric Data (estimated) B	Total C = A x B
1.A Senior Marine Engineer	\$	220 days	\$
1.B Senior Marine Engineer	\$	220 days	\$
Evaluated Price - Option Year Period 2 (GST/HST excluded):			\$
Total Evaluated Price (Table 1 + Table 2 + Table 3):			\$



Definition of a Day/Proration

A day is defined as 7.5 hours exclusive of meal breaks. Payment will be for days actually worked with no provision for annual leave, statutory holidays and sick leave. Time worked which is more or less than a day will be prorated to reflect actual time worked in accordance with the following formula:

$$(\text{Hours worked} \times \text{applicable firm per diem rate}) \div 7.5 \text{ hours}$$

- i. All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
- ii. No overtime charges will be authorized under the Contract. All time worked will be compensated according to paragraph above.

2. At: PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION, 4.1.1.2 POINT RATED TECHNICAL CRITERIA:

DELETE in its entirety and **REPLACE** with:

4.1.1.2 Point Rated Technical Criteria

Proposals should be in sufficient detail to form the basis of a contractual agreement and to permit technical evaluation based on the enclosed criteria.

Evaluation of Proposals

Bidders are advised that only listing experience without providing any supporting data to describe where and how such experience was obtained will not constitute “demonstrated” for the purpose of the evaluation. Supporting data may include résumés and any other documentation necessary to demonstrate the experience and knowledge attained. Simply repeating the statements contained in the Statement of Work is not sufficient.

The Proposal will be evaluated solely on its content and the documentation provided as part of the Bidder's Proposal, except as otherwise specifically provided in this solicitation. Any information or personnel proposed as options or additions to the work will NOT be evaluated.

The Bidders must include the following table in their proposal, indicating that their proposal meets the mandatory criteria, and providing the proposal page number or section that contains information to verify that the criteria has been met.

It is mandatory that the following information be provided by the Supplier:

MANDATORY CRITERIA

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

For Mandatory Technical Criteria and Point Rated Technical Criteria listed below requiring Project Summaries, the Bidder and its proposed resource(s) must provide:

- a) The name of the client organization (to whom the services were provided);
- b) The name, title, telephone number and e-mail address of the Project Authority;



- c) A brief description of the type and scope of services that meets the identified criteria provided by the resource;
- d) Project timeframe (From-to dates month/year)

Mandatory Technical Criteria (MT) applicable to the Bidder's Proposed Resource(s) – Up to two (2) resources

Resource #1: _____

Mandatory Technical Criteria (MT) applicable to the Bidder's Proposed Resource(s)		
No.	Mandatory Technical Criteria	Bidder's bid preparation instructions
MT1	The bidder's proposed resource MUST have held/be eligible for/or have as a minimum a First Class Marine Engineering Certificate of Competency.	To demonstrate experience, the bidder must provide a copy of the certificate of its proposed resource at bid closing.
MT2	The bidder's proposed resource MUST have at least ninety-six (96) months of extensive experience* in the design, development and implementation of strategies and initiatives for the cost effective delivery of technical programs and activities, including project management technical programs** and quality management within the last two-hundred-forty (240) months (20 years) from date of bid closing. *Extensive experience is defined as the experience acquired by working in a senior management, senior project management or executive position. ** Technical programs is defined as a program or group of activities that uses engineering and technical knowledge, processes and evaluation to produce or maintain an operational asset.	To demonstrate experience, the bidder must provide project summaries. The project summaries must include the following information: <ol style="list-style-type: none"> 1. Client; 2. Title of project; 3. Duration with month(s) and year(s) including start date and end date; 4. Summary of responsibilities and activities performed by the proposed resource; and 5. Contact authority references for all projects within the last 10 years from solicitation closing date (name, email and/or telephone number).
MT3	The bidder's proposed resource MUST have at least ninety-six (96) months of significant* experience in materiel and financial resources** within the last two-hundred-forty (240) months (20 years) from date of bid closing. *Significant experience is defined as the experience acquired by working in a Middle Management position. **materiel and financial resources is defined as experience dealing with phases of Life Cycle Management (LCM) of materiel assets and the related financial resources to LCM those assets. **Middle management position is defined as the management of personnel intermediate between senior and junior managers and having direct reports at the Director level and reporting to senior management (DG and above).	To demonstrate experience, the bidder must provide project summaries. The project summaries must include the following information: <ol style="list-style-type: none"> 1. Client; 2. Title of project; 3. Duration with month(s) and year(s) including start date and end date; 4. Summary of responsibilities and activities performed by the proposed resource; and 5. Contact authority references for all projects within the last 10 years from solicitation closing date (name, email and/or telephone number).
MT4	The bidder's proposed resource MUST have at least ninety-six (96) months of extensive experience* in managing ship building and procurement activities for large contracts of a minimum value of \$20M such as those for Capital Projects and Major Crown Projects within the last two-hundred-forty (240) months (20 years) from date of bid closing. *Extensive experience is defined as the experience acquired by working in a senior management, senior project management or executive position.	To demonstrate experience, the bidder must provide project summaries. The project summaries must include the following information: <ol style="list-style-type: none"> 1. Client; 2. Title of project; 3. Duration with month(s) and year(s) including start date and end date; 4. Summary of responsibilities and activities performed by the proposed resource; and



		5. Contact authority references for all projects within the last 10 years from solicitation closing date (name, email and/or telephone number).
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Resource #2: _____

Mandatory Technical Criteria (MT) applicable to the Bidder's Proposed Resource(s)		
No.	Mandatory Technical Criteria	Bidder's bid preparation instructions
MT1	The bidder's proposed resource MUST have held/be eligible for/or have as a minimum a First Class Marine Engineering Certificate of Competency.	To demonstrate experience, the bidder must provide a copy of the certificate of its proposed resource at bid closing.
MT2	<p>The bidder's proposed resource MUST have at least ninety-six (96) months of extensive experience* in the design, development and implementation of strategies and initiatives for the cost effective delivery of technical programs and activities, including project management technical programs** and quality management within the last two-hundred-forty (240) months (20 years) from date of bid closing.</p> <p>*Extensive experience is defined as the experience acquired by working in a senior management, senior project management or executive position.</p> <p>** Technical programs is defined as a program or group of activities that uses engineering and technical knowledge, processes and evaluation to produce or maintain an operational asset.</p>	<p>To demonstrate experience, the bidder must provide project summaries. The project summaries must include the following information:</p> <ol style="list-style-type: none"> 6. Client; 7. Title of project; 8. Duration with month(s) and year(s) including start date and end date; 9. Summary of responsibilities and activities performed by the proposed resource; and 10. Contact authority references for all projects within the last 10 years from solicitation closing date (name, email and/or telephone number).
MT3	<p>The bidder's proposed resource MUST have at least ninety-six (96) months of significant* experience in materiel and financial resources** within the last two-hundred-forty (240) months (20 years) from date of bid closing.</p> <p>*Significant experience is defined as the experience acquired by working in a Middle Management position.</p> <p>**materiel and financial resources is defined as experience dealing with phases of Life Cycle Management (LCM) of materiel assets and the related financial resources to LCM those assets.</p> <p>**Middle management position is defined as the management of personnel intermediate between senior and junior managers and having direct reports at the Director level and reporting to senior management (DG and above).</p>	<p>To demonstrate experience, the bidder must provide project summaries. The project summaries must include the following information:</p> <ol style="list-style-type: none"> 6. Client; 7. Title of project; 8. Duration with month(s) and year(s) including start date and end date; 9. Summary of responsibilities and activities performed by the proposed resource; and 10. Contact authority references for all projects within the last 10 years from solicitation closing date (name, email and/or telephone number).
MT4	The bidder's proposed resource MUST have at least ninety-six (96) months of extensive experience* in managing ship building and procurement activities for large contracts of a minimum value of \$20M such as those for Capital Projects and Major Crown Projects within the last two-hundred-forty (240) months (20 years) from date of bid closing.	<p>To demonstrate experience, the bidder must provide project summaries. The project summaries must include the following information:</p> <ol style="list-style-type: none"> 6. Client; 7. Title of project;



	<p>*Extensive experience is defined as the experience acquired by working in a senior management, senior project management or executive position.</p>	<p>8. Duration with month(s) and year(s) including start date and end date; 9. Summary of responsibilities and activities performed by the proposed resource; and 10. Contact authority references for all projects within the last 10 years from solicitation closing date (name, email and/or telephone number).</p>
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4.1.1.2 Point Rated Technical Criteria

Bids which meet **all** the mandatory technical criteria will be evaluated and scored as specified in the tables inserted below.

Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed **separately**.

Proposals should be in sufficient detail to form the basis of a contractual agreement and to permit technical evaluation based on the enclosed criteria.

Resource #1: _____

Point Rated Technical Criteria (RT)			
#	Point Rated Technical Criteria	Bid Preparation Instructions	Weighting (Points)
RT1	The bidder's proposed resource should have experience over and above the minimum of ninety-six (96) months of experience described in MT2 as a Senior Marine Engineer.	To demonstrate experience and score points, the Bidder must provide project summary(ies). Each project summary must include the following information: 1. A description of the projects, scope and budget; 2. A description of the proposed resource's role in the project.	Number of months of experience: 96 + to 119 months = 2 points 120 + to 143 months = 4 points 144 + to 167 months = 6 points 168 + to 191 months = 8 points 192 + to 215 months = 10 points 216 + to 239 months = 12 points 240 + months = 14 points Maximum of 14 points
RT2	The bidder's proposed resource should have experience over and above the minimum of ninety-six (96) months of experience described in MT3 as a Senior Marine Engineer.	To demonstrate experience and score points, the Bidder must provide project summary(ies). Each project summary must include the following information: 1. A description of the projects, scope and budget; 2. A description of the proposed resource's role in the project.	Number of months experience : 96 + to 119 months = 2 points 120 + to 143 months = 4 points 144 + to 167 months = 6 points 168 + to 191 months = 8 points 192 + to 215 months = 10 points 216 + to 239 months = 12 points 240 + months = 14 points Maximum of 14 points
RT3	The bidder's proposed resource should have experience over and above the minimum of ninety-six (96) months of experience described in MT4 as a Senior Marine Engineer.	To demonstrate experience and score points, the Bidder must provide project summary(ies). Each project summary must include the following information:	Number of months experience : 96 + to 119 months = 2 points 120 + to 143 months = 4 points 144 + to 167 months = 6 points 168 + to 191 months = 8 points



		<ol style="list-style-type: none"> 1. A description of the projects, scope and budget; 2. A description of the proposed resource's role in the project. 	<p>192 + to 215 months = 10 points 216 + to 239 months = 12 points 240 + months = 14 points</p> <p>Maximum of 14 points</p>
RT4	<p>The bidder's proposed resource should have experience within the last 180 months from bid closing date, in the management of major marine projects valued at \$20M or more as a project manager or contract manager or technical authority.</p>	<p>To demonstrate experience and score points, the Bidder must provide a description of the project(s) (scope and budget of the project) and the role of the proposed resource in the project(s).</p>	<p>Points are allocated as follows:</p> <p>Less than 24 months = 0 points 24 months and less than 48 months = 2 points 48 months and less than 72 months = 4 points 72 months and less than 96 months = 6 points 96 months and less than 120 months = 8 points 120 + months = 10 points</p> <p>Maximum of 10 points</p>
RT5	<p>The bidder's proposed resource should identify previous experience within the last 180 months from bid closing date, experience working in the field/area of a Canadian Marine asset base and the Canadian marine industry.</p>	<p>To demonstrate experience and score points, the Bidder must provide for each project that is cited as experience, the following information must be identified on the proposed resource's resume:</p> <ol style="list-style-type: none"> 1.Client; 2.Title of project; 3.Duration with month(s) and year(s) including start date and end date; 4.Summary of responsibilities and activities performed by the proposed resource; and 5.Contact authority (name, email and/or telephone number). 	<p>Points are allocated as follows:</p> <p>Less than 24 months = 0 points 24 months and less than 48 months = 2 points 48 months and less than 72 months = 4 points 72 months and less than 96 months = 6 points 96 months and less than 120 months = 8 points 120 + months = 10 points</p> <p>Maximum of 10 points</p>
<p>Total of all Point Rated Technical criteria Minimum passing mark is 44 points</p>			<p>Total Maximum Points: 62</p>



Resource #2 : _____

Point Rated Technical Criteria (RT)			
#	Point Rated Technical Criteria	Bid Preparation Instructions	Weighting (Points)
RT1	The bidder's proposed resource should have experience over and above the minimum of ninety-six (96) months of experience described in MT2 as a Senior Marine Engineer.	To demonstrate experience and score points, the Bidder must provide project summary(ies). Each project summary must include the following information: 3. A description of the projects, scope and budget; 4. A description of the proposed resource's role in the project.	Number of months of experience: 96 + to 119 months = 2 points 120 + to 143 months = 4 points 144 + to 167 months = 6 points 168 + to 191 months = 8 points 192 + to 215 months = 10 points 216 + to 239 months = 12 points 240 + months = 14 points Maximum of 14 points
RT2	The bidder's proposed resource should have experience over and above the minimum of ninety-six (96) months of experience described in MT3 as a Senior Marine Engineer.	To demonstrate experience and score points, the Bidder must provide project summary(ies). Each project summary must include the following information: 3. A description of the projects, scope and budget; 4. A description of the proposed resource's role in the project.	Number of months experience : 96 + to 119 months = 2 points 120 + to 143 months = 4 points 144 + to 167 months = 6 points 168 + to 191 months = 8 points 192 + to 215 months = 10 points 216 + to 239 months = 12 points 240 + months = 14 points Maximum of 14 points
RT3	The bidder's proposed resource should have experience over and above the minimum of ninety-six (96) months of experience described in MT4 as a Senior Marine Engineer.	To demonstrate experience and score points, the Bidder must provide project summary(ies). Each project summary must include the following information: 3. A description of the projects, scope and budget; 4. A description of the proposed resource's role in the project.	Number of months experience : 96 + to 119 months = 2 points 120 + to 143 months = 4 points 144 + to 167 months = 6 points 168 + to 191 months = 8 points 192 + to 215 months = 10 points 216 + to 239 months = 12 points 240 + months = 14 points Maximum of 14 points
RT4	The bidder's proposed resource should have experience within the last 180 months from bid closing date, in the management of major marine projects valued at \$20M or more as a project manager or contract manager or technical authority.	To demonstrate experience and score points, the Bidder must provide a description of the project(s) (scope and budget of the project) and the role of the proposed resource in the project(s).	Points are allocated as follows: Less than 24 months = 0 points 24 months and less than 48 months = 2 points 48 months and less than 72 months = 4 points



			<p>72 months and less than 96 months = 6 points 96 months and less than 120 months = 8 points 120 + months = 10 points</p> <p>Maximum of 10 points</p>
RT5	<p>The bidder's proposed resource should identify previous experience within the last 180 months from bid closing date, experience working in the field/area of a Canadian Marine asset base and the Canadian marine industry.</p>	<p>To demonstrate experience and score points, the Bidder must provide for each project that is cited as experience, the following information must be identified on the proposed resource's resume:</p> <ol style="list-style-type: none"> 1. Client; 2. Title of project; 3. Duration with month(s) and year(s) including start date and end date; 4. Summary of responsibilities and activities performed by the proposed resource; and 5. Contact authority (name, email and/or telephone number). 	<p>Points are allocated as follows:</p> <p>Less than 24 months = 0 points 24 months and less than 48 months = 2 points 48 months and less than 72 months = 4 points 72 months and less than 96 months = 6 points 96 months and less than 120 months = 8 points 120 + months = 10 points</p> <p>Maximum of 10 points</p>
<p>Total of all Point Rated Technical criteria Minimum passing mark is 44 points</p>			<p>Total Maximum Points: 62</p>

4.1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection - Highest Combined Rating of Technical Merit (70) and Price (30)

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum of 44 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **62** points.
2. Bids not meeting (choose "(a) or (b) or (c)" OR "(a) or (b) or (c) and (d)") will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.



4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)				
		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	Pricing Score	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27$	$45/45 \times 30 = 30.00$
Combined Rating		84.18	73.15	77.7
Overall Rating		1st	3rd	2nd



PLEASE INCLUDE :

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “D” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “D” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

ANNEX D to PART 3 OF THE BID SOLICITATION - ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);