

ADDENDUM No. 001
SOLICITATION No. 21-183238

RETURN BID TO/ RETOURNER LES SOUMISSIONS À :

[receptionsoumission-
bidsreceiving.spp@international.gc.ca](mailto:receptionsoumission-bidsreceiving.spp@international.gc.ca)

**Department of Foreign Affairs, Trade and
Development (DFATD)**
**Ministère des Affaires étrangères, Commerce et
Développement (MAECD)**

Request for a Standing Offer (RFSO)
Demande d'offres à commandes (DOC)

Offer to:

Department of Foreign Affairs, Trade and Development
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 here to, the goods,
services, and construction listed herein and on any attached
sheets at the price(s) set out therefore.

Offre à:

Ministère des Affaires Étrangères, Commerce et
Développement
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, services et construction
énumérés ici sur toute feuille ci-annexée, au(x) prix
indiqué(s).

Comments — Commentaires :

Issuing Office – Bureau de distribution

Foreign Affairs, Trade and Development Canada
200 Promenade du Portage,
Gatineau, Québec, K1A 0G4

Affaires étrangères, Commerce et Développement Canada
200 Promenade du Portage,
Gatineau, Québec, K1A 0G4

Title-Sujet Full-time French second-language training	
Solicitation No. — N° de l'invitation 21-183238	Date: Mars 22, 2021
Solicitation Closes — L'invitation prend fin	Time Zone —Fuseau horaire
At /à: 2 :00 PM	EDT (Eastern Daylight Time) / HAE (heure avancée de l'Est)
On / le Avril 19, 2021	
F.O.B. — F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other — Autre: <input type="checkbox"/>	
Address Enquiries to — Addresser les questions à: Assane Ndiaye assane.ndiaye@international.gc.ca	
Telephone No. – No de téléphone: 613- 791-7185	
Destination of Goods and or Services/ Destination – des biens et ou services : Department of Foreign Affairs, Trade and Development (DFATD) / Ministère des Affaires étrangères, Commerce et Développement (MAECD)	
Vendor/Firm Name and Address — Nom du Vendeur et adresse du fournisseur/de l'entrepreneur:	
Telephone No. – No de téléphone:	
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)	
Name, Title	
Signature	Date

Addendum n° 001

Addendum No. 001 is raised to make the following changes:

A. Correct the time zone specified

Delete:

Sollicitation Closes - L'invitation prend fin: At /à: 2 :00 PM On / le : Avril 19, 2021	Time Zone — Fuseau horaire: EST (Eastern Standard Time) / HNE (heure normale de l'Est)
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Insert:

Sollicitation Closes - L'invitation prend fin: At /à: 2 :00 PM On / le : Avril 19, 2021	Time Zone — Fuseau horaire: EDT (Eastern Daylight Time) / HAE (heure avancée de l'Est)
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B. The following questions have been received, and DFATD hereby answers as follows :

Question 1:

Regarding point rated criteria R9 and R10, you are asking for a copy of the CSPS PFL2 A B and CSPS PFL2 C certificates. The issue is the school that gave these certificates out closed a year ago so we have not been able to have any teachers receive this certification. As a result, we believe these criteria should be deleted from the RFSO as no teachers over the past few years can get these certificates. Or request it be changed to allow the President or owner certify the teachers have the experience in teaching with PFL2 AB and PFL2 C

Response 1:

The schools have access to a large quantity of teachers and DFATD believes that they all can have access to a minimum of teachers who possess the required certificates. R9 and R10 will remain as point-rated criteria.

Question 2:

This requirement specifies a location of work no more than 5 kilometres from the DFATD offices at 125 Sussex Drive, Ottawa, ON K1A 0G2. However, we are presently only offering online video conference-style classes (duration of pandemic). Is this method of delivery also acceptable to propose?

Response 2:

The language training will be provided virtually by the contractor for as long as in-person training is not permitted due to Covid-19 restrictions. However, bidders must specify a location no more than 5 kilometres from the DFATD offices at 125 Sussex Drive, Ottawa, ON K1A 0G2 where in-person training will resume as soon as the provincial Public Health Service allows it.

Question 3:

Mandatory criterion M1 requires that the Offeror must have at least 1 year of experience within the last 4 years in providing French as a second language training. How can this criterion be reconciled with the CTC C-1 criterion and the following ones concerning the number of 15001 hours of training to obtain the maximum number of points? Does this mean that we will have to attest to the hours that these teachers would have done in other schools? It is important to understand that no competitor will want to certify hours on behalf of another school.

Response 3:

For criterion M1, the offeror is simply required to submit the year in which the school or agency began operations. This criterion is for the offeror, not the instructors.

Question 4:

What is your definition of tutoring vs teaching vs group training? All three terms are used in the RFSO and there seems to be ambiguity throughout the text depending on the different interpretations we might make?

Response 4:

For the purposes of technical criteria evaluation, the tutoring experience must be a combination of individual (one-on-one) and group-training experience with no specific minimum hour required for each type of training. One-on-one training experience only is not acceptable; group-training experience only is also not acceptable.

Teaching is defined as any language training.

Group training is defined as language training administered to a group of two or more people.

Question 5:

The question relates to the comment on page 14 about the rated criteria. It is stated that 1 year of experience means 2000 hours. Let us take a teacher who works 7 hours a day, 5 days a week for 52 weeks. The total is 1820 hours. In addition, you indicate in the RFSO that there will be holidays. Can you explain your calculation of 2000 hours? We also have to provide working conditions that are in line with Ontario's laws regarding leaves of absence of any kind. A teacher with this much experience must have a minimum of 3 weeks vacation. Would you consider one year to be equivalent to 1200 hours?

Response 5:

The evaluation of experience will be based only on the number of hours and not on the number of years. The following sentence in the RFSO is deleted:

~~Note: One (1) year of experience means 2,000 hours.~~

Question 6:

Would you be willing to consider 8 years of experience as 1200 hours per year for a total of 9600 hours?

Response 6:

The evaluation of experience will be based only on the number of hours and not on the number of years. The following sentence in the RFSO is deleted:

~~Note: One (1) year of experience means 2,000 hours.~~

Question 7:

Would you be willing to consider 8 years of experience at 1200 hours per year for a total of 9600 hours?

Response 7:

All Bachelor programs are accepted for the assessment of criteria M2 and M3. However, points will only be awarded for the areas mentioned in the assessment of criterion C8.

Question 8:

A SO already exists to cover the Ottawa area (PSPC PWGSC). Will the two SOs be used to provide services only to DFATD?

Response 8:

Yes, the standing offers that will be issued will be for DFATD only.

Question 9:

On page 33, Annex B - Basis of Payment; Could you clarify whether the hourly rate to be proposed should be per group or per individual attending the training?

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21-183238
Client Ref. No. - N° de réf. du client
21-183238

Add. No. - N° de l'addenda.
001
File No. - N° du dossier
21-183238

Buyer ID - Id de l'acheteur
Assane Ndiaye

Response 9:

The firm all-inclusive hourly rate proposed in Annex B - Basis of Payment will be the sole hourly rate used for all services provided during the Standing Offer period.

The all-inclusive hourly rate must include the costs of the pedagogical advisor. Only hours worked by teachers will be billable.