



RETURN BIDS TO : - RETOURNER LES SOUMISSION À:

Canada Revenue Agency
Agence du revenu du Canada
See herein / Voir dans ce document

Proposal to: Canada Revenue Agency
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 and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)

Blank lines for bidder information

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder - Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)

Telephone No. - No de téléphone

Fax No. - No de télécopieur

E-mail address - Adresse de courriel

AMENDMENT TO REQUEST FOR PROPOSAL / MODIFICATION DE DEMANDE DE PROPOSITION

Form containing fields: Title - Sujet, Solicitation No., Date, Amendment No., Solicitation closes, Time zone, Contracting Authority, Telephone No., Fax No., Destination, and a security requirement notice.



## SOLICITATION AMENDMENT # 003

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP; and
2. Amend the RFP.

### 1. QUESTIONS AND ANSWERS

#### Question 013

##### Appendix 3: Financial Proposal – Bid Presentation Sheet Table 1 – Initial Contract Period

When comparing with the first solicitation, we noticed that, although quantities required within Table 1 have not changed, you changed the CONTRACT PERIOD OF INITIAL TERM, as follows:

Original solicitation: Initial contract period was of 24 months

#### Table 1 – Initial Contract Period - April 1<sup>st</sup>, 2021 to March 31<sup>st</sup>, 2023

Reissued solicitation: Initial contract period is of 22 months

#### Table 1 – Initial Contract Period - June 1<sup>st</sup>, 2021 to March 31<sup>st</sup>, 2023

However, quantities requested for this 22-month period do not differ from the quantities in Tables 2, 3 4 etc., even though these Tables have a shorter period of time (12 months only). Can you please confirm how we should calculate the total amount for Table 1? Do we consider the quantities as being for a 12-month term, but calculate the total for a 22-month period (June 1<sup>st</sup> 2021 to March 31, 2023)? Do we simply provide the total for the quantities you requested, even though they do not differ from the other Tables that have a shorter period (12 months)?

#### Answer 013

Canada confirms that Bidders are to submit their financial bid in accordance with the format and data requested as outlined in Appendix 3: Financial Proposal.

#### Question 014

I am writing to you regarding the request for proposal for the CRA employee assistance program which was published on the Quebec government's electronic tender system.

I was wondering if the expected projects had to necessarily serve all of Canada or if the projects could serve a specific regional area? Our organization is located in Quebec and has enough professional counsellors to meet the needs of the regional area Mauricie-Center-du-Quebec, but would not be able to issue a pan-Canadian proposal for EAP services.

Can we submit a proposal anyway?

#### Answer 014

The purpose of this request for proposal is to establish a national contract, awarded to one Contractor who will provide employee assistance services to CRA employees and eligible family members located across Canada.



## 2. AMENDMENT TO THE RFP

2. At page 44, **Appendix 3: Financial Proposal**

### DELETE:

For fulfilling all of its obligations as specified under the Contract, the Contractor will be paid firm, all-inclusive prices for the Employee Assistance Program services as set out in the Tables below. Goods and Services Tax or Harmonized Sales Tax is extra, if applicable, in accordance with the Method of Payment and Invoicing clauses identified herein.

### INSERT:

For fulfilling all of its obligations as specified under the Contract, the Contractor will be paid firm, all-inclusive prices for the Employee Assistance Program services as set out in the Tables below. **Bidders must quote all-inclusive firm rates in Canadian funds.** Goods and Services Tax or Harmonized Sales Tax is extra, if applicable, in accordance with the Method of Payment and Invoicing clauses identified herein.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**