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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**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Informatics Professional Services - EL Division/Services  
professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Informatics Professional Services	
<b>Solicitation No. - N° de l'invitation</b> 24062-200714/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 24062-200714	<b>Date</b> 2021-04-20
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-637-39350	
<b>File No. - N° de dossier</b> 637el.24062-200714	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Daylight Saving Time EDT <b>on - le 2021-04-29</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bitsene, Marlene	<b>Buyer Id - Id de l'acheteur</b> 637el
<b>Telephone No. - N° de téléphone</b> (613) 858-9976 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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**BID SOLICITATION # 24062-200714/A**

**FOR CONTRACT AGAINST A SUPPLY ARRANGEMENT FOR TASK-  
BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)**

**A.1 ERP APPLICATION/SOFTWARE ARCHITECT – LEVEL 2, LEVEL 3**

**A.2 ERP FUNCTIONAL ANALYST – LEVEL 2, LEVEL 3**

**A.8 ERP SYSTEM ANALYST – LEVEL 3**

**P.5 PROJECT EXECUTIVE – LEVEL 3**

**P.9 PROJECT MANAGER – LEVEL 2, LEVEL 3**

**B.7 BUSINESS TRANSFORMATION ARCHITECT – LEVEL 3**

**I.1 DATA CONVERSION SPECIALIST – LEVEL 3**

**FOR**

**TREASURY BOARD OF CANADA SECRETARIAT (TBS)**

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**The Request for Proposal (RFP) Amendment 002 is raised to answer questions received from Bidders.**

## QUESTIONS AND ANSWERS

### Question 5

**Please refer to Attachment 4.1 – Mandatory Technical Criteria (Page 92 of the RFP). For M1.2 Could Canada request that Bidders be required to demonstrate all of the tasks in a single contract?**

Answer 5

Canada has considered this proposal. Bidders meeting this criterion regardless of the number of contracts it received, would likely be able to meet contract requirements. The solicitation remains unchanged.

### Question 6

**For M1.2 Canada is accepting experience for the past 96 months. Could Canada request that Bidder be required to show experience in the last 36 months only?**

Answer 6

See RFP Amendment #01.

### Question 7

**Considering this is a contract for the People Management Systems and Processes (PMSP) Sector of TBS for “*human resources (HR) systems and processes across the federal public service*” should the criteria of M.1.1, M.1.2 and R1.4 not reflect as much? Please confirm that to qualify the ERP services must be directly attributable to Human Resources Management. For example, the revenues presented must be for work on the HR component of the system only.**

Answer 7

Treasury Board of Canada Secretariat (TBS) has committed to exploring a future HR and pay solution for the Government of Canada. Given the importance of an integrated HR and pay solution, ERP services attributable to Finance Management are relevant. That said, a Bidder's past ERP services based solely on Finance Management to the exclusion of HR Management would not be acceptable.

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See RFP Amendment #01

#### Question 8

**Please confirm that for all corporate criteria, the experience must be by the Bidder itself and cannot include the experience of any proposed subcontractor or any affiliate of the Bidder. For example, in M.1.2 and R1.4 TBS indicates it will accept experience for “...government environment (for example, federal, provincial, municipal, state)...” and only the experience of the Bidder itself will be accepted.**

Answer 8

For greater clarity, in M.1.2 and R.1.4, “The Bidder must have been directly awarded contracts, issued by an organization or group of organizations in a government environment (for example, federal, provincial, municipal, state)” means that the Bidder has provided services pursuant to contracts it has directly received from public sector organizations.

#### Question 9

**The Statement of Work indicated that the “work will be conducted in the National Capital Region (NCR) at various GC department/agency locations. Resources may be required to travel between TBS and client”. Could M1.2 and R1.2 criteria be amended to so that the services must have been in the NCR?**

Answer 9

Canada has considered this proposal. The location where past services were rendered is not a pertinent consideration. The solicitation remains unchanged.

#### Question 10

**Please refer to Attachment 4.2 – Point Rated Technical Criteria (Page 95 of the RFP). Could Canada consider changing R1.1 and R1.4 to allow Government of Canada experience only?**

Answer 10

Canada has considered this proposal. Although past public sector experience is a critical criterion, this experience need not be unique to the Government of Canada. The solicitation remains unchanged.

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**Question 11**

**Please refer to Section 7.5: Security Requirement (Page 33) which states that personnel “*must each hold a valid personnel security screening at the level of reliability status or secret as required, granted or approved by the CSP/ISS/PSPC.*” Can Canada please confirm that most of the work will require resources who are cleared to Secret?**

Answer 11

The security clearance level of personnel will be declared at time of task authorization issued on an as-and-when requested basis. Bidders should note that to perform the authorized tasks personnel will be required to meet either a level of reliability status or secret.

**Question 12**

**Please refer to Section 4.4: Basis of Selection (Page 26). Could Canada consider using the 70% technical 30% financial evaluation?**

Answer 12

Canada has considered this proposal. Given that the bid evaluation is focussed exclusively on corporate criteria, a 60/40 ratio between the technical bid and financial bid is appropriate. The solicitation remains unchanged.

**Question 13**

**Can TBS please clarify the basis for the weighting in the Financial Evaluation Section 4.3 c.ii (Page 22 of the RFP)? Given that the estimated number of resources is one (1) resource per category and level then why differentiate this way?**

Answer 13

This method of financial evaluation is consistent with the Task Based Informatics Professional Services Supply Arrangement. The solicitation remains unchanged.

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## RFP AMENDMENT #01

The following M.1.2 text (Page 92) is hereby deleted:

A. The Bidder must have been directly awarded contracts, issued by an organization or group of organizations in a government environment (for example, federal, provincial, municipal, state) to perform the following tasks related to an ERP system:

1. Develop technical architectures, frameworks and strategies, either for an organization or for a major application function to meet the business and application requirements.
2. Provide advice to senior management\* on options, issues and risks related to system application architecture
3. Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions
4. Conduct analysis of business requirements to develop functional requirements for an application, including conducting working group sessions to confirm the requirements identified;
5. Develop business or functional requirements for a corporate application, including providing design ideas for new functionality and documenting functional specification;
6. Provide project management and data processing professionals to support technical users and end users in project coordination and synchronization tasks.
7. Provide subject matter expertise to manage project activity in the areas of Risk Management, Integration Management, Planning and Scheduling, Quality Management, or Earned Value Management.
8. Provide subject matter expertise to define business strategies and processes in support of transformation and change management activities;
9. Analyze and coordinate data file conversions

B. For each contract referenced in A above, the contract must:

1. Have been awarded within the 96 months preceding the posting date of this solicitation; and
2. Have a duration of at least 24 months (including any exercised option period) within the 96 months prior to the posting date of this bid solicitation (Note:

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contract duration must exclude un-exercised option periods).

C. Across referenced contracts, a minimum of ten (10) resources were provided by the Bidder to collectively perform a minimum of seven (7) tasks listed in M.1.2 (A) above for a minimum period of six (6) contiguous months per resource

**The following M.1.2 text (Page 93) is hereby inserted (see changes in RED text):**

A. The Bidder must have been directly awarded contracts, issued by an organization or group of organizations in a government environment (for example, federal, provincial, municipal, state) to perform the following tasks related to an ERP system:

1. Develop technical architectures, frameworks and strategies, either for an organization or for a major application function to meet the business and application requirements.
2. Provide advice to senior management\* on options, issues and risks related to system application architecture
3. Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions
4. Conduct analysis of business requirements to develop functional requirements for an application, including conducting working group sessions to confirm the requirements identified;
5. Develop business or functional requirements for a corporate application, including providing design ideas for new functionality and documenting functional specification;
6. Provide project management and data processing professionals to support technical users and end users in project coordination and synchronization tasks.
7. Provide subject matter expertise to manage project activity in the areas of Risk Management, Integration Management, Planning and Scheduling, Quality Management, or Earned Value Management.
8. Provide subject matter expertise to define business strategies and processes in support of transformation and change management activities; and
9. Analyze and coordinate data file conversions.

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B. For each contract referenced in A above, the contract must:

1. Have been awarded within the **60 months** preceding the posting date of this solicitation; and

2. Have a duration of at least **12 months** (including any exercised option period) within the **60 months** prior to the posting date of this bid solicitation (Note: contract duration must exclude un-exercised option periods).

C. Across referenced contracts, a minimum of ten (10) resources were provided by the Bidder to collectively perform any **six (6)** tasks listed in M.1.2 (A) above for a minimum period of six (6) contiguous months per resource.

**D. Across referenced contracts, a minimum of six (6) tasks listed in M.1.2 (A) above must have been performed in respect of HR management functions. In this solicitation, HR management functions are defined as: human resource planning, recruitment, collective bargaining, training and development, organizational design and classification, pay and benefits administration, absence administration, staffing and resourcing, performance management, official languages, labour relations, employment equity and employee assistance programs.**