

SHARED SERVICES CANADA

Challenge-Based Standing Offer Solicitation - Initial

For

Robotic Process Automation (RPA)

Solicitation No.	2BS-1-91027 - Initial	Date	June 14, 2021
Amendment No.	002		

GCDocs File No.	TBD	GETS Reference No.	PW-21-00958480
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Issuing Office	Shared Services Canada	
Contracting Authority (The Contracting Authority is the person designated by that title in the Solicitation, or by notice to the Bidders, to act as Canada's "Point of Contact" for all aspects of the Solicitation process.)	Title	Meghan MacKenzie
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Closing Date and Time	[To be Determined] at 15:00	
Invitation to Qualify		
Solicitation Closing	July 30, 2021 at 15:00	
Time Zone	Eastern Daylight Time (EDT)	
Destination of Goods/Services	Canada	

AMENDMENT NO. 002

Amendment No. 002 is raised for the following reason:

- Extend the deadline for registering to participate in ItR Wave 1;
- Schedule a 2nd English Webinar that will cover the same components;
- Share the deck presented during the 1st Webinar;
- Share the agenda for the one-on-one meetings; and
- Answer the questions received to date.

Note: The questions submitted during the Information Webinar on June 7, 2021 will be published to Buy and Sell at a later date.

Modification 1

At paragraph A2.7.1 Current ItR Events Schedule:

DELETE: no later than June 11, 2021 at 15:00 EDT.

INSERT: no later than June 18, 2021 at 15:00 EDT.

Modification 2

In the NOTICE OF PROPOSED PROCUREMENT, at Offerors' Webinar:

DELETE: There will be one English and one French language optional Offerors' Webinar associated with this CBSOS.

INSERT: There will be two English and one French language optional Offerors' Webinar associated with this CBSOS.

INSERT:

c) The 2nd English-language webinar will be held on June 16, 2021 at 10:00 EDT

Join the Microsoft Teams Meeting here:

Microsoft Teams Meeting

Join on your computer or mobile app.

[Click here to join the meeting](#)

Or call in (audio only)

Phone Conference Number: +1 343-803-4324 Ottawa, Canada

Phone Conference ID: 642 618 138#

Modification 3

Canada will begin scheduling the one-on-one sessions the week on June 14th. The purpose of the one-on-one meetings with vendors as part of Invitation to Refine Wave 1 is to inform SSC of what is available on the market. This is not an evaluation process and participation in the one-on-one sessions is not a prerequisite to submitting an offer on this Challenge-Based Standing Offer Solicitation.

The Agenda for these sessions is as follows:

Introduction (5 minutes)

- Please introduce the company, the team and who's on the call.

Presentation (40 minutes)

- Introduce the products and services you offer; talk about past collaboration successes with other large organizations.
- Describe how your solution addresses our problem statement and challenges?
- Describe how your solution addresses our requirements from the perspective of the personas or roles
- Describe how the product addresses concern around accessibility and official languages?
- Closing thoughts for future discussions on this procurement process (Invitation to Refine),
 - Are there areas in the MVR that could be enhanced or better described?
 - Are there areas in the MVR that will be challenging to implement?

Questions (15 minutes)

#	Question	Answer
1	Are we automatically disqualified because we did not attend the Webinar?	Attendance at the webinar is not a prerequisite to submit an offer.
2	Will a recording of the Webinar be posted to BuyandSell?	A recording of the webinar will not be posted, however, we will post a copy of the deck and the questions and answers raised during the session.
3	In Section A2.4 Enquiries – Solicitation, it is stated that “All enquiries are requested to be submitted in writing to the Point of Contact... no later than three (3) calendar days before each Invitation to Refine Not s..” and that “... Enquiries received that do not meet this condition may not be answered ... during the Invitation to Refine event.” However, in Section A2.7.1 Current ItR Events Schedule, it is stated that ItR Wave 1 is scheduled to take	A second English Language webinar is scheduled for June 16 th at 10 AM EDT and the deadline for registering to ItR Wave 1 is extended to June 18, 2021 at 15:00 EDT.

place “June 9, 2021 to June 23, 2021”, which does not allow any days for interested vendors to formulate and submit questions to the Point of Contact (PoC) prior to the start of Wave 1 of the ItR. Would it be possible to clarify this element and afford potential vendors more time to review the solicitation, submit questions to the PoC , and receive responses to their enquiries in order to better evaluate their participation in this solicitation?