



Matériel and Procurement Services / Services du matériel et des acquisitions
Procurement Hub – Ottawa / Centre d'approvisionnement – bureau d'Ottawa
200 Kent St. Ottawa Ontario K1A 0E6

June 23, 3021

**Subject/Object: REQUEST FOR PROPOSAL / DEMANDE DE PROPOSITION
3000065**

AMENDMENT 001

QUESTIONS:

Q1. Is a ProServices SA or SO needed to bid, or is this posting open to everyone who meets the technical criterion?

A1. No, an SA or SO is not needed to bid

Q2 Can the proposal include use of more than one resource?

A2. Yes they could use multiple people (resources)

Q.3. Can we submit a proposal in collaboration with another company (e.g. as a joint submission)? If so, is any additional information needed or requirements applicable?

A3. Yes, they have to fill out Federal Contractors Program for Employment Equity – Certification, see amendment herein

Q4. The Table in Annex 'B' Basis of payment references "Consultant - Level 3" under 'Resource Category' but I can't find a definition of 'Level 3' in the solicitation document. What does 'Level 3' refer to and which, if any, project resources would it need to apply to?

A4. Please see amendment herein

Q5. Can you please confirm that a bidder can use multiple people as a resource for the Mandatory and or Technical Point Criteria?

A5. Please see answer to question #2



AT ARTICLE: DFO - RFP: 3000065

DELETE:

ANNEX B – BASIS OF PAYMENT in its entirety.

INSERT :

**ANNEX "B"
BASIS OF PAYMENT**

Contract Period: From Contract Award to *(to be inserted upon award)*

The Contractor will be paid firm daily rate as follows, for work performed in accordance with the Contract. Customs duties are included and Applicable Taxes are extra.

Resource Category	All-inclusive fixed Per-Diem Rate	Level of effort (estimated)	Total
Development of a Draft First Nations Community Based Fishery Fisheries Monitoring and Reporting Framework - Consultant	\$____TBD_____	50 days	\$_____
Tax (HST/PST/GST)			\$_____
Total:			\$_____

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.

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:

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



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

AT ARTICLE: DFO - RFP: 3000065 - PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

INSERT :

ATTACHMENT 3 TO PART 5

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, _____ the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
 - A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:



Fisheries and Oceans
Canada

Pêches et Océans
Canada

B1. The Bidder is not a Joint Venture.

OR

B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions