



<p><b>RETURN BIDS TO:</b> <b>RETOURNER LES SOUMISSIONS À:</b></p> <p><b>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</b></p> <p><b>BID SOLICITATION AMENDMENT MODIFICATION DE LA DEMANDE DE SOUMISSIONS</b></p> <p>The referenced Bid Solicitation is revised in this document; unless otherwise indicated, all other terms and conditions of the Bid Solicitation remain the same.</p> <p>La demande de soumissions citée en référence est modifiée dans ce document; sauf indication contraire, les modalités de la demande de soumissions demeurent les mêmes.</p> <p><b>Issuing Office – Bureau de distribution</b></p> <p>Environment and Climate Change Canada</p>	<b>Title – Titre</b>	
	Graphic Design Services	
	<b>EC Bid Solicitation No./SAP PR No. - N° de la demande de soumissions EC / N° SAP PR</b>	<b>Amendment No. - N° de modif.</b>
	5000056068	001
	<b>Date of Bid Solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ)</b>	
	2021-06-11	
	<b>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</b>	<b>Time Zone – Fuseau horaire</b>
	at – à 2:00 P.M. on – le 2021-07-13	Eastern Daylight Time
	<b>F.O.B – F.A.B</b>	
	Destination	
<b>Address Enquiries to - Adresser toutes questions à</b>		
Mitchell Palmer – Mitchell.palmer@ec.gc.ca		
<b>Telephone No. – No de téléphone</b>	<b>Fax No. – No de Fax</b>	
613-854-7053		
<b>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ)</b>		
2022-03-31		
<b>Destination of Services / Destination des services</b>		
See herein		
<b>Security / Sécurité</b>		
There is a security requirement associated with this requirement.		

The bid solicitation is amended as follows:

At page 1, Bid Solicitation Closes:

Delete: 2021-07-08

Insert: 2021-07-13

At page 17, Mandatory Technical Criteria:

Delete:

**1. Mandatory Technical Criteria**

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

<b>Mandatory Criteria</b>		
<b>Evaluation criteria</b>	<b>Substantiation</b>	<b>Reference/ Met / Not Met</b>
<p><b>MC1: Educational credentials</b></p> <p>The Bidder’s proposed resource MUST hold a bachelor degree or a valid recognized certification or diploma or designation in graphic design or fine arts;</p>	<p>The Bidder must provide a copy of the proposed resource’s credentials.</p>	
<p><b>MC2: Experience applying Federal Identity Plan (FIP) and ECCC’s style guide.</b></p> <p>The Bidder’s proposed resource MUST have experience working with the Government of Canada and have experience with the FIP within the last five (5) years.</p>	<p>The Bidder must provide a copy of proposed resource’s CV and portfolio that includes at least one sample applying FIP.</p>	
<p><b>MC3: Experience working with a law enforcement or intelligence agency</b></p> <p>The Bidder’s proposed resource MUST have a minimum of one (1) year experience working with a law enforcement or intelligence agency within the last five (5) years.</p>	<p>The Bidder must demonstrate experience by providing the following information:</p> <ol style="list-style-type: none"> <li>1. Client’s organization name, contact name and title, telephone number, and email address;</li> <li>2. Start and end date of services provided by the Bidder’s proposed resource;</li> </ol>	

	3. Description of the services performed by the Bidder's proposed resource	
<p><b>MC4: Experience working in the graphics design field</b></p> <p>The Bidder's proposed resource MUST have a minimum of ten (10) years experience working in graphics design.</p>	<p>The Bidder must demonstrate experience by providing the proposed resource's CV and portfolio that includes five samples of work</p>	
<p><b>MC5: Experience teaching graphics design concepts, principles and/or software</b></p> <p>The Bidder's proposed resource MUST hold graphics design training certification and have a minimum of ten (10) years of teaching graphics design experience.</p>	<p>The Bidder must demonstrate experience by providing the following information:</p> <ol style="list-style-type: none"> <li>1. Copy of resource's graphics design certifications</li> <li>2. Courses that the resource taught since 2010, including information about the employing company, training location and course title</li> </ol>	
<p><b>MC6: Security Clearance</b></p> <p>At the time of bid closing:</p> <ol style="list-style-type: none"> <li>1. The Bidder must hold a valid Designated Organization Screening (DOS) at the Protected B level, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC) with Document Safeguarding Capabilities (DCS).</li> <li>2. The Bidder's proposed resource must hold a valid security clearance at the Reliability level</li> </ol>	<p>The Bidder must demonstrate they meet the security requirements by:</p> <ol style="list-style-type: none"> <li>1. The Bidder must provide their DOS clearance number and expiry date. DOS number: _____ Expiry: _____</li> <li>2. The Bidder must provide the proposed resource's security clearance number and expiry date: Security clearance number: _____ Expiry: _____</li> </ol>	
<p><b>MC7: References</b></p> <p>The Bidder MUST provide two (2) client references for projects relevant to this request for bids.</p> <p>The references MUST be for separate projects completed within the last five (5) years from the date of publication of the request for bids. One (1) of the references MUST be from a law enforcement or intelligence agency.</p>	<p>The Bidder MUST provide and ensure contact information is up-to-date and include the Company Name, Name of a Contact Person, mailing and email address and Phone Number.</p> <p>The references MUST also include a description of the work that was completed (for example, submit a project description and attach a client reference).</p>	

	Both references provided MUST be able to attest to the quality and timeliness of the work undertaken by the Bidder by confirming the Bidder is capable of meeting timelines and delivering services that met or exceeded the expected quality.	
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**Insert:**

**2. Mandatory Technical Criteria**

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

<b>Mandatory Criteria</b>		
<b>Evaluation criteria</b>	<b>Substantiation</b>	<b>Reference/ Met / Not Met</b>
<p><b>MC1: Educational credentials</b></p> <p>The Bidder’s proposed resource MUST hold a bachelor degree or a valid recognized certification or diploma or designation in graphic design or fine arts;</p>	<p>The Bidder must provide a copy of the proposed resource’s credentials.</p>	
<p><b>MC2: Experience applying Federal Identity Plan (FIP) and ECCC’s style guide.</b></p> <p>The Bidder’s proposed resource MUST have experience working with the Government of Canada and have experience with the FIP within the last five (5) years.</p>	<p>The Bidder must provide a copy of proposed resource’s CV and portfolio that includes at least one sample applying FIP.</p>	
<p><b>MC3: Experience working with a law enforcement or intelligence agency</b></p> <p>The Bidder’s proposed resource MUST have a minimum of one (1) year experience working with a law enforcement or intelligence agency within the last five (5) years.</p>	<p>The Bidder must demonstrate experience by providing the following information:</p> <ol style="list-style-type: none"> <li>4. Client’s organization name, contact name and title, telephone number, and email address;</li> <li>5. Start and end date of services provided by the Bidder’s proposed resource;</li> <li>6. Description of the services performed by</li> </ol>	

	the Bidder's proposed resource	
<p><b>MC4: Experience working in the graphics design field</b></p> <p>The Bidder's proposed resource MUST have a minimum of ten (10) years experience working in graphics design.</p>	<p>The Bidder must demonstrate experience by providing the proposed resource's CV and portfolio that includes five samples of work</p>	
<p><b>MC5: Security Clearance</b></p> <p>At the time of bid closing:</p> <p>3. The Bidder must hold a valid Designated Organization Screening (DOS) at the Protected B level, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC) with Document Safeguarding Capabilities (DCS).</p> <p>4. The Bidder's proposed resource must hold a valid security clearance at the Reliability level</p>	<p>The Bidder must demonstrate they meet the security requirements by:</p> <p>3. The Bidder must provide their DOS clearance number and expiry date.</p> <p>DOS number: _____</p> <p>Expiry: _____</p> <p>4. The Bidder must provide the proposed resource's security clearance number and expiry date:</p> <p>Security clearance number: _____</p> <p>Expiry: _____</p>	
<p><b>MC6: References</b></p> <p>The Bidder MUST provide two (2) client references for projects relevant to this request for bids.</p> <p>The references MUST be for separate projects completed within the last five (5) years from the date of publication of the request for bids. One (1) of the references MUST be from a law enforcement or intelligence agency.</p>	<p>The Bidder MUST provide and ensure contact information is up-to-date and include the Company Name, Name of a Contact Person, mailing and email address and Phone Number.</p> <p>The references MUST also include a description of the work that was completed (for example, submit a project description and attach a client reference).</p> <p>Both references provided MUST be able to attest to the quality and timeliness of the work undertaken by the Bidder by confirming the Bidder is capable of meeting timelines and delivering services that met or exceeded the expected quality.</p>	

**The amendment to the bid solicitation is to address the enquiries received:**

Response (R) to Question (Q)1:

**Q1.** We are very interested in RFP 5000056068. However, we have read that in the Mandatory Criteria (Attachment to Part 4 Point 1), Criterion CO5 states: "Experience teaching graphic design concepts, principles or software The resource proposed by the Bidder MUST have a graphic design training certification and have a minimum of ten (10) years of experience teaching graphic design. "Are we to understand that if we do not have a resource in our organization who has taught graphic design a minimum of 10 years, our application will automatically be rejected? We thank you in advance for your response.

**R1.** MC5 has been deleted from Mandatory Criteria.

All other terms and conditions of the Bid Solicitation remain the same.