

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À :**

Transport Canada /Transports Canada
Attention: Barbara Gorman
Email/Courriel: barbara.gorman@tc.gc.ca

**SOLICITATION AMENDMENT
MODIFICATION DE LA SOLLICITATION**

Comments – Commentaires

Proposal To: Transport Canada

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 or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out thereof.

On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:

1. The Bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation;
2. This bid is valid for the period requested in the bid solicitation;
3. All the information provided in the bid is complete, true and accurate; and
4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.

Proposition à : Transports Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexées, au(x) prix indiqué(s).

En apposant ma signature ci-après, j'atteste, au nom du soumissionnaire, que j'ai lu la demande de propositions (DP) en entier, y compris les documents incorporés par renvoi dans la DP et que :

1. le soumissionnaire considère qu'il a les compétences et que ses produits sont en mesure de satisfaire les exigences obligatoires décrites dans la demande de soumissions;
2. cette soumission est valide pour la période exigée dans la demande de soumissions;
3. tous les renseignements figurant dans la soumission sont complets, véridiques et exacts; et
4. si un contrat est attribué au soumissionnaire, ce dernier se conformera à toutes les modalités énoncées dans les clauses concernant le contrat subséquent et comprises dans la demande de soumissions.

Title – Sujet	
Informatics Professional Services / Services informatiques professionnels	
Solicitation No. – N° de l'invitation	Date
T8080-200133-2	August 26, 2021 / 26 août 2021
Client Reference No. – N° référence du client	
Amendment 6	
GETS Reference No. – N° de référence de SEAG	
Solicitation Closes L'invitation prend fin	
at – à	Time Zone Fuseau horaire
	Daylight Saving Time (DST)
on – le	
	July 27 August 4, 2021 / 28 juillet 4 août August 12, 2021 / 12 août 2021 August 25, 2021 / 25 août 2021 September 8, 2021 / 8 Septembre 2021
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address inquiries to – Adresser toute demande de renseignements à :	
email/Courriel : barbara.gorman@tc.gc.ca	
Area code and Telephone No. Code régional et N° de téléphone	
343-550-2175	Email: barbara.gorman@tc.gc.ca
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction	
National Capital Region	
Instructions: See Herein Instructions : Voir aux présentes	
Delivery required -Livraison exigée	Delivery offered -Livraison proposée
See Herein – Voir aux présentes	
Jurisdiction of Contract: Province in Canada the Bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation) Compétence du contrat : Province du Canada choisie par le soumissionnaire et qui aura les compétences sur tout contrat subséquent (si différente de celle précisée dans la demande)	
Vendor/firm Name and Address Raison sociale et l'adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	
e-mail - courriel	
Name and title of person authorized to sign on behalf of Vendor/firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

RFP QUESTIONS AND ANSWERS AND AMENDMENTS

File: T8080-200133-2

Initiative: Informatics Professional Services

RFP Issued: July 8, 2021

RFP Closes: ~~July 28 August 4, August 12, August 25,~~ September 8, 2021 02:00 PM

THIS SOLICITATION AMENDMENT IS RAISED TO:

1. Provide clarification and answers to questions from potential suppliers;
2. Make amendments to the Request for Proposal; and
3. Extend the solicitation closing date from August 25, 2021 to September 8, 2021.

Questions and Answers

Number	Questions/Answers
Question 71	We understand that the Crown is looking for senior and intermediate Business Transformation resources to equip Transport Canada (TC) with the capacity and skills in Service Design to deliver better services to clients. While it is important to ensure that the qualified bidder has the right resources, the firm behind the consultants including the firm's management, thought leadership, approaches, methodologies, tools, global network, and alliances is typically critical for project success and the continuity of the work, especially as individual resources move between professional services organizations. Therefore, there is a significant value in engaging the right professional services firm that can help TC adopt leading practices based on its breadth and depth of skillsets and experience delivered within Canada and globally, and can bring relevant accelerators that could help TC deliver better services to clients using technology and design, and to facilitate sharing of knowledge and best practices. Would the Crown consider evaluating the approaches, methodologies, and tools as part of the technical proposal, and/or potentially evaluating the firm's thought leadership, techniques and accelerators, similar to the approach undertaken by other Government of Canada departments and agencies?
Answer 71	Canada has reviewed your request, and at this time will not be amending this solicitation to include your request.
Question 72	In addition to the above, one of the key success factors that we typically see is having the right professional services firm that truly understands the enterprise business transformation and Service Design needs across the department and can act as an effective "bridge" between the Digital Services Transformation Office and the various directorates. With this in mind, would the Crown consider evaluating the bidder's understanding of TC's environment, business transformation and service design needs, challenges, and priorities as part of the technical evaluation?
Answer 72	Canada has reviewed your request, and at this time will not be amending this solicitation to include your request.
Question 73	Further, one of the typical project success factors, is mobilizing a coherent team that has experience working together as part of the same firm, where a consistent and proven set of leading practices and approaches are followed. To ensure the coherency of the team and the overall project success, would the Crown confirm that the proposed resources have to be employees or owners of the firm and that subcontractor experience will not be accepted?

Number	Questions/Answers
Answer 73	Canada has reviewed your request and confirms as per Section 3.1.11 v. A. "Proposed resources may be employees of the Bidder or employees of a subcontractor, or these individuals may be independent contractors to whom the Bidder would subcontract a portion of the Work."
Question 74	The RFP requests a senior and an intermediate resource. We understand the need to ensure that the vendor has the right senior and intermediate resources in place to meet TC's needs, and thus, the focus on evaluating these resources technically. However, typically the Crown gets the best value for money by having some level of support from junior resources to conduct some project activities at lower rates and provide greater flexibility on team structure. With this in mind, would the Crown consider adding junior resources, for financial evaluation purposes only? It is important to note that by establishing rate cards for junior resources, the Crown will not be committing to using these resources, but rather allowing for the flexibility to leverage junior resources where the Crown sees fit at the Task Authorization stage.
Answer 74	Canada has reviewed your request, and at this time will not be amending this solicitation to include your request.
Question 75	<p>MTC1 currently states: "The Bidder must demonstrate its experience in providing, Stream 1: Applications Services and or Stream 4: Business Services resources – utilizing Level 3 and Level 2 resources ...".</p> <p>In Amendment 1, Q&A#13, Transport Canada changed RTC1 2. (a) to state: "Have an Initial Contract Period of at least three months, not including amendments, where the Bidder provided resources Level 2 and/or Level 3 resources .."</p> <p>Could Transport Canada please confirm that MTC 1 should state: "The Bidder must demonstrate its experience in providing, Stream 1: Applications Services and or Stream 4: Business Services resources – utilizing Level 3 and/or Level 2 resources ...".</p>
Answer 75	See Answer 9. MTC1 was written differently than RTC1 and RTC2, hence why RTC1 and RTC2 required the amendment.
Question 76	<p>Both MTC4 and MTC5 state that: "Using projects, that the proposed Resource has a minimum of "X" years of experience within the past "Y" years in Service Design as a Level "Z" resource in any Category within Stream 1: Applications Services or Stream 4: Business Services."</p> <p>Does this mean that any proposed Resource must have been contracted only on a Government of Canada TBIPS Contract in any TBIPS Category within Stream 1 or Stream 4 for the number of years required for that Level of Resource?</p>
Answer 76	See Answer 59.

Number	Questions/Answers
Question 77	<p>Reference: RTC2 2. f) & g)</p> <p>It is unclear to us what information is required in response to 2. g) that states: “The final task authorization start and end date.”</p> <p>What is meant by: “The final task authorization”?</p> <p>For example:</p> <p>EXAMPLE A: We have a Contract where we have received 12 TA’s for services of 3 to 6 months or less.</p> <p>(i) Are we to record the first 11 TA’s under 2.f) “The requested task authorization start and end date.”?</p> <p>(ii) And then record the 12th TA (in chronological order) in 2.g) “The final task authorization start and end date.”?</p> <p>EXAMPLE B: We have another Contract where we have only one (1) TA for services of 3 to 6 months or less.</p> <p>(iii) Is this compliant as this one TA is both the first and last TA under this Contract?</p> <p>Should this one TA be recorded in both 2.f) and 2.g) for our response to be compliant?</p>
Answer 77	<p>Canada has reviewed your question and clarifies that we are requesting each of the initial Task Authorizations and their corresponding final Task Authorizations (which would include amendments if applicable).</p>
Question 78	<p>As per Q and A 7, Canada confirmed that for MTC1, all levels of government will be accepted as a “Government organization client”. Please confirm that contracts used for MTC1 do NOT have to have been procured under TBIPS (as TBIPS is a federal government vehicle).</p>
Answer 78	<p>See Answer 55.</p>
Question 79	<p>As per MTC4 for the Business Transformation Architect (Service Design) – Level 3 we must provide:</p> <ul style="list-style-type: none"> • Organization Name; • Project Name; • Role on Project; • Duration; and • Valid Reference and Contact information <p>As it includes projects within the last 12 years, it is very difficult to track down project authorities with Valid Reference and Contact Information within this time frame due to people retiring/leaving. We request the crown to change this so that reference information is only required for projects within the last 5 years.</p>
Answer 79	<p>Canada has reviewed your request and MTC4 remains as is.</p>
Question 80	<p>For MTC4: 2) Would PMP be acceptable as the “recognized professional certification” {2} Using projects, that the proposed Resource has a minimum of five years of experience within the past twelve years in Service Design as a Level 3 resource in any Category within Stream 1: Applications Services or Stream 4: Business Services with recognized professional certification.}</p>
Answer 80	<p>Canada confirms that Project Management Professional (PMP) will be accepted as a “recognized professional certificate”.</p>

Number	Questions/Answers
Question 81	<p>We did want to re-confirm the enquiry submission close date as in our experience when the bid submission date is extended, the enquiry date is extended as well.</p> <p>We noted as per Section 2.3 (Enquiries – Bid Solicitation), that all enquiries must be submitted no later than 10 calendar days before the bid closing date. Since the closing date is now August 25th, we were under the impression that questions would be accepted until August 15th.</p> <p>Please let us know if our understanding is incorrect.</p>
Answer 81	See Amendment 15 with the date of August 31 for enquires to be submitted.

Amendment

15. DELETE 2.3 Enquires – Bid Solicitation in its entirety and **INSERT** the following:

2.3 Enquires – Bid Solicitation

- a. All enquiries must be submitted in writing to the Contracting Authority no later than ~~10 calendar days before the bid closing date. July 23, 2021,~~ **August 31, 2021.** Enquiries received after that time may not be answered.
- b. Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a "proprietary" nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

ALL OTHER TERMS AND CONDITION REMAIN THE SAME