



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des soumissions -
TPSGC

11 LaurierSt./ 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

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

Infrastructure Maintenance and Solution Services

Division (FK)

L'Esplanade Laurier,

East Tower 4th Floor

L'Esplanade Laurier,

Tour est 4e étage

140 O'Connor, Street

Ottawa

Ontario

K1A 0R5

Title - Sujet PMSS Project Management Support Services - Laboratories Canada	
Solicitation No. - N° de l'invitation EP938-212398/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client EP938-212398	Date 2021-10-25
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-318-80425	
File No. - N° de dossier fk318.EP938-212398	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2021-11-16 Heure Normale de l'Est HNE	
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Paquin, Audrey	Buyer Id - Id de l'acheteur fk318
Telephone No. - N° de téléphone (613) 295-8826 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
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

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This Amendment 003 is raised to modify terminology, the mandatory criteria, the point 7.1.2 Task authorization, the Annex E – Task Authorization Form in the RFP and answer questions 4 to 9 received from the industry.

1-MODIFICATION

A) In the entire document

DELETE: All terms refer to Workstream 1, Workstream 2 and Workstream 3.

REPLACE BY:

Workstream 1: Project Management Services (Real property)
Workstream 2: Business Consulting / Change Management
Workstream 3: Project Finance and Performance Management

B) At the Attachment 2 to part 4, Technical criteria

DELETE: The Mandatory technical Criteria - Bidder

REPLACE BY:

Mandatory Technical Criteria – Bidder

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

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

PBCP applies to all mandatories in all the workstreams.

NOTE: 1) MT1 specific requirements to the workstream

2) MT2 specific requirements to the workstream

3) MT3 apply to ALL 3 workstreams.

Firm Mandatory Requirements					
No.	Mandatory Technical Criterion	MET	NOT MET	Bid Preparation Instructions	Cross Reference to Proposal (please demonstrate experience in this column)

<p>MT1</p>	<p><u>Workstream 1: Project Management Services (Real property)</u></p> <p>In accordance with the bid preparation instructions, the Bidder must demonstrate experience, for a minimum of ten (10) years within the last fifteen (15) years prior to Bid closing, providing real property project management and technical engineering services in accordance with Annex "A" Statement of Work.</p> <p><u>Workstream 2: Business Consulting / Change Management</u></p> <p>In accordance with the bid preparation instructions, the Bidder must demonstrate experience, for a minimum of ten (10) years within the last fifteen (15) years prior to Bid closing, providing experience relevant to the workstream categories – (Business consulting and Change Management) and specific services of each workstreams in accordance with Annex "A" Statement of Work</p>			<p><u>Workstream 1: Project Management Services (Real property)</u></p> <p>The Bidder must provide a minimum of three (3) project summaries and a maximum of (6) six project summaries demonstrating ten (10) years of experience. Experience must include, at a minimum:</p> <ol style="list-style-type: none"> 1. three (3) years of cumulative experience in Business Consulting; 2. four (4) years of cumulative experience in real property project management; and 3. three (3) years of cumulative experience in technical engineering services. <p><u>Workstream 2: Business Consulting / Change Management</u></p> <p>The Bidder must provide a minimum of three (3) project summaries and a maximum of (6) six project summaries demonstrating ten (10) years of experience. Experience must include, at a minimum:</p> <ol style="list-style-type: none"> 1. three (3) years of cumulative experience in Business 	
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	<p><u>Workstream 3: Project Finance and Performance Management</u></p> <p>In accordance with the bid preparation instructions, the Bidder must demonstrate experience , for a minimum of ten (10) years within the last fifteen (15) years prior to Bid closing, providing experience relevant to the workstream categories – (Project Finance and Performance Management) and specific services of each workstreams in accordance with Annex “A” Statement of Work</p>			<p>Consulting;</p> <ol style="list-style-type: none"> 2. four (4) years of cumulative experience in major project management and 3. three (3) years of cumulative experience specific to the workstream categories. <p><u>Workstream 3: Project Finance and Performance Management</u></p> <p>The Bidder must provide a minimum of three (3) project summaries and a maximum of (6) six project summaries demonstrating ten (10) years of experience. Experience must include, at a minimum:</p> <ol style="list-style-type: none"> 1. three (3) years of cumulative experience in Business Consulting; 2. four (4) years of cumulative experience in major project management and 3. three (3) years of cumulative experience specific to the workstream categories. 	
<p>MT2</p>	<p><u>Workstream 1: Project Management Services (Real property)</u></p> <p>The Bidder must demonstrate experience relevant to workstream 1 (Project Management Services in Real Property) in the successful</p>			<p><u>Workstream 1: Project Management Services (Real property)</u></p> <p>The Bidder must provide three (3) project summaries of construction projects</p>	

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	<p>planning, design and construction, or the oversight and management of the design and construction, (entire project life cycle from inception to closeout) of a minimum of three (3) construction projects each with a value of CDN\$50M or greater.</p> <p><u>Workstream 2: Business Consulting / Change Management</u></p> <p>The Bidder must demonstrate experience of project management environment relevant to the workstream 2 – Business consulting and Change Management of a minimum of three (3) major projects each with a value of CDN\$50M or greater.</p>			<p>each with a value of CDN\$50M or greater.</p> <p>Each project summary must include, at a minimum, the following information:</p> <ul style="list-style-type: none"> • Companies names; • Value; • Project Scope, description demonstrating scale and complexity, including list of deliverables such as: project definition, development, justification and approval documentation; • Project start and end dates; • Client reference who can verify the project experience. <p><u>Workstream 2: Business Consulting / Change Management</u></p> <p>The Bidder must provide three (3) project summaries of major projects each with a value of CDN\$50M or greater.</p> <p>Each project summary must include, at a minimum, the following information:</p> <ul style="list-style-type: none"> • Company's names; • Value; • Project Scope, 	
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	<p><u>Workstream 3: Project Finance and Performance Management</u></p> <p>The Bidder must demonstrate experience of project management environment relevant to the workstream 3 – (Project Finance and Performance Management) of a minimum of three (3) major projects each with a value of CDN\$50M or greater.</p>			<p>description demonstrating scale and complexity, including list of deliverables such as: project definition, development, justification and approval documentation;</p> <ul style="list-style-type: none"> • Project start and end dates; • Client reference who can verify the project experience. <p><u>Workstream 3: Project Finance and Performance Management</u></p> <p>The Bidder must provide three (3) project summaries of major projects each with a value of CDN\$50M or greater.</p> <p>Each project summary must include, at a minimum, the following information:</p> <ul style="list-style-type: none"> • Company's names; • Value; • Project Scope, description demonstrating scale and complexity, including list of deliverables such as: project definition, development, justification and approval documentation; • Project start and 	
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				<p>end dates;</p> <ul style="list-style-type: none"> • Client reference who can verify the project experience. 	
MT3	<p><u>Applies to all 3 workstreams</u></p> <p>The Bidder must provide resumes and photocopies of education (diplomas and/or degrees) for the number of resources as identified in the grid of Annex A (SOW – section 9.0) for each REQUIRED resource category. (scanned documents are accepted)</p> <p>It is a mandatory requirement that the Bidder meet the minimum requirements of the flexible grid.</p> <p>Any individual may not be proposed for more than one resource category.</p>			<p>CVs must be 10 pages maximum (additional pages will not be evaluated).</p>	

C) At the Part 7 – Resulting Contract Clauses

DELETE: 7.1.2 Task Authorization in its entirety.

REPLACE BY:

7.1.2 Task Authorization

- (a) The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.
- (b) More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
 - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure in respect of Task Authorizations based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
 - (ii) Canada will use a rotational method to allocate the draft Task Authorizations, where the rotation is based on the amount of funding remaining under each of the respective contracts.
 - (iii) Canada will send the first draft Task Authorization to the contractor with the greatest value of funding under its contract. If more than one contractor has the same value, it will be assigned to the contractor ranked first as determined under the evaluation process in the bid solicitation that resulted in the award of this series of contracts.

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- (iv) The contractor sent a draft TA will have the time set out further below under the sub-paragraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
 - (v) If the contractor to whom the draft TA is first sent either fails to respond on time confirms in writing that it refuses to perform the task, the draft TA will then be forwarded to the contractor with the next-greatest balance remaining of allocated funding. In the event that Canada determines the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, Canada will send the draft TA to the contractor with the next greatest balance remaining of allocation funding. If the contractor fails to respond on time or Canada determines that the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, the draft TA will be forwarded to the contractor with the next-greatest balance remaining of allocation funding.
 - (vi) The process of sending out a draft TA to the contractor with the greatest balance remaining will continue until Canada either cancels the requirement for the task or it has been validly issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
 - (vii) Once the Task Authorization is issued, for the purposes of calculations for the allocation of Task Authorizations, the value of that Task Authorization, including any applicable options under that TA (and the value of any subsequent amendment to that TA) will be subtracted from the funding allocated to that contractor.
 - (viii) When the next requirement to perform a task is identified, it will be sent to the contractor with the greatest balance remaining of allocated funding. If more than one contractor has the greatest balance remaining of allocated funds (i.e., several contractors have equal amounts of allocated funding), the draft TA will be sent to the contractor among them that ranked highest under the bid solicitation evaluation process. If any contract in this series of contracts is amended to add funding for Task Authorizations, all the remaining contracts (i.e., all contracts that have not previously been terminated) will be amended to add funding in amounts proportionate to the funding initially provided under each contract for Task Authorizations (e.g., if three contracts were awarded with \$2M, \$1M and \$750,000 in funding for Task Authorizations respectively, and \$200,000 is added to the first contract, then \$100,000 will be added to the second contract and \$75,000 will be added to the third).

(c) Form and Content of draft Task Authorization:

(i) The Project Authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Annex E.

(ii) The draft Task Authorization will contain the details of the activities to be performed, and must also contain the following information:

(A) the contract number;

(B) the task number;

(C) The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);

(D) the categories of resources and the number required;

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(E) a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);

(F) the start and completion dates;

(G) any option(s) to extend initial end date (if applicable);

(H) milestone dates for deliverables and payments (if applicable);

(I) the number of person-days of effort required;

(J) whether the work requires on-site activities and the location;

(K) the language profile of the resources required;

(L) the level of security clearance required of resources;

(M) the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and

(N) any other constraints that might affect the completion of the task.

- (d) **Contractor's Response to Draft Task Authorization:** The Contractor must provide to the Project Authority, within 7 working days of receiving the draft Task Authorization (or within any longer time period specified in the draft TA), a quotation with the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract, as well as its corresponding proposed resource(s) in accordance with Appendix A to Annex A of the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.

D) At the Annex E – Task Authorization form PWGSC-TPSPC- 572

DELETE: The Annex E in its entirety.

REPLACE BY:

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ANNEX "E"

**TASK AUTHORIZATION FORM
FORMULAIRE D'AUTORISATION DE TÂCHES**

PART 1 (completed by the Technical/Project Authority) / **PARTIE 1** (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations Générale
Contract Number / Numéro de contrat :

Contract Name / Nom du Contracteur :

Task Authorization (TA) No. No de l'autorisation de tâches (AT) :	Commitment No. No de l'engagement :	Financial Coding Code financier :	Date of Issuance Date d'émission	Response required by Réponse requis d'ici le :

B. For Amendments Only/ Aux fins de modification seulement

Amendment No. / N° de la modification:

Reason for the Amendment / Raison pour la modification:

C. TA Requirements / Exigences relatives à l'AT

Required Resource(s) / Ressource(s) requise(s)

Category and Level Catégorie et Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis

Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)

See attached / Voir pièce jointe

Period of Services/ Période de service:

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Initial Start Date / Date de début initiale :		Initial End Date/Date de fin initiale	
Extended End Date (See Reason for the Amendment) Date de fin prolongée (voir raison pour la modification)			
<input type="checkbox"/> Option to Extend Initial End Date / Option pour prolonger la date initiale			
Optional End Date(s) / Date(s) de fin optionnelle(s)		Status / Statut	
		<input type="checkbox"/> In Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage:		n/a	
Work Location(s) / Lieu(x) de travail:			

PART 2 (completed by the Technical/Project Authority) / **PARTIE 2** (complété par le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Cost/ Ressource(s) du Contracteur et Coût total estimatif

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
0					\$0.00
0					\$0.00
Estimated Cost / Coût Estimatif					\$0.00
Total Estimated Cost / Coût total Estimatif					\$0.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable		Minimum Price / <input type="checkbox"/> Firm Price / <input type="checkbox"/>			
		Prix minimum :		Prix Ferme :	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the Technical Authority, the representative from the Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

En apposant sa signature sur l'AT, l'autorité technique, le représentant de l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

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The client's authorization limit is **\$500,000**. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

La limite d'autorisation du client est **\$500,000**. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation,

Name of Technical Authority / Nom de l'autorité technique	Date	Name of Contracting authority / Nom de l'autorité technique	Date
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Signature

Signature

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor /	Signature	Date
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Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

2-QUESTIONS AND ANSWERS

Q4: Are suppliers who hold other Laboratories Canada contracts precluded from bidding on this RFP?

A4: We note that all bidders must comply with clause 2035 35 (2008-05-12), "No bribe or conflict", as the resulting contract would contain this clause:

2035 35 (2008-05-12) No bribe or conflict

1. The Contractor declares that no bribe, gift, benefit, or other inducement has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such a person, with a view to influencing the entry into the Contract or the administration of the Contract.
2. The Contractor must not influence, seek to influence or otherwise take part in a decision of Canada knowing that the decision might further its private interest. The Contractor must have no financial interest in the business of a third party that causes or would appear to cause a conflict of interest in connection with the performance of its obligations under the Contract. If such a financial interest is acquired during the period of the Contract, the Contractor must immediately declare it to the Contracting Authority.

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3. The Contractor warrants that, to the best of its knowledge after making diligent inquiry, no conflict exists or is likely to arise in the performance of the Contract. In the event the Contractor becomes aware of any matter that causes or is likely to cause a conflict in relation to the Contractor's performance under the Contract, the Contractor must immediately disclose such matter to the Contracting Authority in writing.
4. If the Contracting Authority is of the opinion that a conflict exists as a result of the Contractor's disclosure or as a result of any other information brought to the Contracting Authority's attention, the Contracting Authority may require the Contractor to take steps to resolve or otherwise deal with the conflict or, at its entire discretion, terminate the Contract for default. Conflict means any matter, circumstance, interest, or activity affecting the Contractor, its personnel or subcontractors, which may or may appear to impair the ability of the Contractor to perform the Work diligently and independently.

As such, suppliers who hold other Laboratories Canada contracts should ensure that they will not be in a conflict of interest in holding both a contract awarded under this RFP and any other contract.

Q5: If firms in a JV/Consortium/Partnering arrangement were successful and delivered a project in excess of \$50 million, can each firm who are part of the arrangement claim the experience as individual firms or can only the JV/Consortium/Partnership as a single entity claim the experience? For example, Firms A, B and C, create a Partnership, let's call it Partnership-ABC, and Partnership ABC delivers a real property project in excess of \$50 million. Can Firm A, Firm B, and Firm C each claim the project experience and submit the information in each of their own respective submissions?

A5: Please refer to the clause 4.1.2.1 Joint Venture Experience in the RFP.

Q6: The application of MT1 and MT2 being core to each three workstreams appears to be excesses and non relatable for other Professional Consulting Firms. Many firms have successfully provided services to the Government of Canada noted under Workstream 2 and 3 on real property projects in excess of \$50 million but did not provide the Real Property Project Management services as noted in MT2. In addition, the current wording of MT1 and MT2 and its application across all three work streams is resulting in the need to create JV arrangements for most firms, other than Incumbent Firm, if they wish to provide services under the three workstreams. Further, the current wording of MT1 and MT2 limits/eliminates firms, who have provided resources on real property project in excess of \$50 million but were not the Project Management Firm. For example, we provided Financial Costs services to the Crown on several real property projects in excess of \$50 million but we where not the overall project management firm as described in MT2. In fact much of our analysis, business cases etc. have been used on several of Major Crown Projects undertaken by PSPC. This is same situation for the provision of Business and Change Management Services.

Would the Crown consider creating a separate set of Mandatory Requirements for Streams 2 and 3 which reflect the nature of the consulting industry as opposed to just limiting the requirements to Real Property Project Management Firms? For example several large national consulting firms will not qualify for this RFP because they cannot meet MT2.

A6: The MT1 and MT2 have been revised to reflect the experiences required for each workstreams.

The mandatory criterion for Workstream 1 remain the same.

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The mandatory criterion for workstream 2 and 3 were revised and the bidder will be required to provide experience relevant to the workstream categories and specific services of each workstreams.

Please refer to the amendment 003 for the revised mandatory criterion.

Refer to the amendment 003 to the RFP.

Q7: Page 3 of the RFP identifies three separate work streams as follows:

- a. Workstream 1: Project Management Services (Real property)
- b. Workstream 2: Business Consulting / Change Management
- c. Workstream 3: Project Finance and Performance Management

However, the Mandatory Requirements on page 60 (MT1) of the RFP state that *“the Bidder must demonstrate experience, for a minimum of ten (10 years) within the last fifteen (15) years prior to bid closing, providing business consulting, real property project management and technical engineering services in accordance with Annex A Statement of Work.”* Can Canada confirm that this will be corrected to read: ‘business consulting/change management, real property project management and project finance/performance management’ as reflected in Annex A.

A7: The crown has reviewed and align the text and wording of MT1 and MT2 to reflected the same terminology of the SOW in Annex A.

The requirement for MT1 as been modified to:

Workstream 1: Project Management Services (Real property)

In accordance with the bid preparation instructions, the Bidder must demonstrate experience, for a minimum of ten (10) years within the last fifteen (15) years prior to Bid closing, providing real property project management and technical engineering services in accordance with Annex “A” Statement of Work.

Q8: MT1 requires that bidders must have experience throughout all workstreams to successfully meet the requirements of the RFP. This requirement does not align with the statement on page 3, 1.2 Summary which states: *A Bidder may submit a bid for only one workstream.* Please provide clarification.

A8 : As specify in 1.2 Summary, Bidders may submit a bid for one or more of the workstreams, as identified within the RFP.

In the event that a Bidder wants to bid on more than one workstream, a separate technical and financial bid should be submitted for each workstream.

MT 1 and MT 2 have been revised to reflect this statement

Q9: Can the Crown please extend the closing date by at least 2 weeks?

A9: The closing date is now Tuesday, November 16th 2021, 2:00pm EST. Please refer to the amendment 002 to this RFP.

All terms and conditions remain unchanged.