



RETURN BIDS TO:

Canada Energy Regulator
517 - 10th Avenue SW
Calgary, AB, Canada T2R 0A8
Bid Email: proposals.propositions@cer-
rec.gc.ca

SOLICITATION AMENDMENT To REQUEST FOR STANDING OFFER

Comments

This documents contains no security
requirement.

Proposal To: Canada Energy Regulator

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions
of the Solicitation remain the same.

Title		
Language Training Services		
Solicitation No.	Amendment No	Date
84084-21-0153	002	November 26, 2021
Solicitation Closes		Time Zone
at	02 :00 PM – 14h00	
on	November 30, 2021	
F.O.B.		
Plant: <input type="checkbox"/>	Destination: <input checked="" type="checkbox"/>	Other: <input type="checkbox"/>
Address inquiries to:		
Carol A. Hambleton		
Area code and Telephone No.	Facsimile No. / E-mail	
	Carol.Hambleton@cer-rec.gc.ca	
Destination – of Goods, Services, and Construction:		

Instructions: See Herein

Delivery required	Delivery offered
See Herein	
Vendor/firm Name and Address	
Telephone No.	
E-mail	
Name and title of person authorized to sign on behalf of Vendor/firm (type or print)	
Signature	Date



This Amendment 002 is raised to answer questions asked by potential bidders for the Solicitation# 84084-21-0153 as follows:

Question #1

Firm 1 - We would like to ask you another set of questions regarding proposal 84084-21-0153.

- **Financial offer: can we specify the hourly rate for private lessons and that for group lessons? Indeed, the pricing is generally not the same.**

Firm 2 – Regarding the financial offer (section 2) and in response to Annex E (Price Proposal), we wonder if we can indicate an hourly rate for private lessons as well as an hourly rate for group lessons and this , for both language.

Answer #1

Yes, financial offers can be broken into individual and group firm hourly rates.

Delete Annex F – Price Proposal in its entirety.

Replace with:

Initial Contract Period (December XX, 2021 to November, 2022)

Description	Firm Hourly Rate
Individual Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX
Group Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX

Option Period 1 (December XX, 2022 to November, 2023)



Description	Firm Hourly Rate
Individual Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX
Group Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX

Option Period 2 (December XX, 2023 to November, 2024)

Description	Firm Hourly Rate
Individual Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX
Group Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX

Option Period 3 (December XX, 2024 to November, 2025)



Description	Firm Hourly Rate
Individual Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX
Group Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX

Option Period 4 (December XX, 2025 to November, 2026)

Description	Firm Hourly Rate
Individual Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX
Group Training	
Virtual French Training Full-Time	\$XX.XX
Virtual French Training Part-Time	\$XX.XX
Virtual English Training Full-Time	\$XX.XX
Virtual English Training Part-Time	\$XX.XX

Note: Annex "B" will reflect the above Price Proposal.



Questions #2

We would like to ask you another set of questions regarding proposal 84084-21-0153.

- R1.10: in is indicated that the maximum scores is 25 points but the description goes up to 20 points only. Can you validate which is the correct information please?

Answer #2

The maximum points that a Proponent can obtain in this criteria is 25 points. 20 points for a recognized University plus five (5) points if they also have the TESL Canada Certification.

Question #3

We would like to ask you another set of questions regarding proposal 84084-0153.

- Number of resources: a minimum of two (2) teachers in French and one (1) teacher in English is required. If we submit more resources than requested, how will the calculation be done? For example, if 1 in 5 teachers has a relevant non-Canadian certification (therefore worth 20 points), but the other 4 have relevant Canadian certification (valid for 25 pts), what will be the weighting? Another example: by submitting more than 2 teachers, will we be penalized if some, for example, have less experience than others?

Answer #3

Note: The only certification requested is the TESL Certification.

Points will be allocated as a whole not by individual resources. Therefore, Proponents can identify as many Resources the would like.

Question #4

- 1) Platforms: Zoom and Teams are mentioned on page 24. If we use another platform,will this be acceptable?

Answer #4

No, CER only can use MS Teams and Zoom only.



Question #5

- Are general conditions of the offer implied (section 7.0, page 10) of the PDF when I sign the RFSO? Or do they need to be re-stated in the proposal?

Answer #5

Part 7 of the RFSO document are the Resulting Contract Clauses that will be applied to the Standing Offer when awarded to the successful Proponents. They are established in the RFSO so that all Proponents are aware of the obligatory Terms and Conditions of a Government of Canada Contract prior to signature. Proponents cannot refuse to sign upon award under the condition of not willing to accept the Terms and Conditions outlined in Part 7 – Resulting Contract Clauses.

CER recommend reviewing all of these clauses in Part 7 – Resulting Contract Clauses before submitting a Proposal, as a submission of a proposal is accepting these terms and conditions, should your firm be successful.

Question #6

- In Section 3 Certifications, do I only need to state that the integrity provisions are not applicable, ineligibility for federal pension etc?

Answer #6

Yes.

Question #7

- Are my credentials e.g. degrees, professional memberships, resume required as attachments?

Answer #7

Yes, degrees, profession memberships and résumé for the mandatory criteria.

Question #8

- Do Annexes, such as D and E need to be included as a separate attachment? Or is it OK for this information to be covered in the appropriate section of the RFSO?

Answer #8

The only document that is required to be separated from the Technical Proposal is the Price Proposal. All other annexes can be attached in Section 4 – Additional Information.



Question#9

According to this invitation: 84084-21-0153, for the request for the proposal for standing offers, we would like to bid because we believe we are qualified and in a good position to do so. However, I would like to know if you have a site or a guide to accompany us in order to send our submission. I understand that you must return everything by email to: proposals.propositons@cer-rec.gc.ca. Should we simply refer to the document (Microsoft Word – 21-0153 Français DOC (RFSO) for Language Training (October 22, 2021) (buyandsell.gc.ca) in order to complete the relevant parts and send you the documents to support?

The most important thing for us is not to make any omissions and to respond adequately to the this submissions.

If you have a checklist or other supporting document, please let me know.

Answer #9

There is no guideline or checklist in regards to writing a proposal for a Government of Canada requirement.

Proponents are asked to provide the applicable information outline in the RFSO document (Any forms in Part 2, 3, 4 or 5 and Annex – Bid Evaluation Criteria and Annex – Price Proposal).

In regards to Annex – Bid Evaluation, all mandatory criteria must be provided in order for a Proponent to have their Point Rated Criteria to be evaluated. If a Proponent does not provide all Mandatory Criteria then their proposals is deemed non-compliant.

As for the Point Criteria, it identifies what should be provided in order to obtain as many points as possible.

Proponents must ensure that their Technical Proposal and their Financial Proposal is in separate attachments. Any pricing established in the technical will deem the proposal non-compliant.

All other terms and conditions remain the same.