



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
PROPOSAL/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		
Pre-Retirement Workshop Sessions		
Solicitation No.	Amendment No	Date
84084-21-0020	001	December 9, 2021
Solicitation Closes		Time Zone
at	02 :00 PM – 14h00	
on	December 17, 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 001 is raised to answer questions asked by potential bidders for the Solicitation# 84084-20-0020 as follows:

Question #1

I have a question related to Point Related Technical Criteria – R1.4 which part states:

“Bidders should clearly demonstrate that the Bidder and/or Bidder’s Resource(s) have provided up to a maximum three (3) preretirement session with a combination of virtual and in-person.”

Does the reference to “... with a combination of virtual and in-person.” mean that each of the required 3 sessions consist of a combination of both virtual and in-person? Or does it mean that the delivering resource has delivered sessions that are fully virtual as well as sessions that are fully in-person?

Answer #1

R1.4 is specifically for virtual sessions.

The next two (2) criteria are separate from R1.4.

R1.5 is specifically for in-person sessions.

R1.6 Point-Rated Criteria request the Bidder to show that they or their firm has provided a maximum of three (3) session that was a combination of virtual and in-person session.

Questions #2

In order to give to public servants the most developed and adequate pre-retirement training, we usually cover not only the Pension plan (presented by a PSSA certified trainer) but very important topics such as Personal finances, Estate Planning, Health and Nutrition and the very important Psychological aspects of retirement.

This is unclear to me in the objective of the statement of work if you expect just some info on the PSSP and its benefits as stated, or a full training (In the tasks (4.6), you talk about finances and psychological-intellectual stimulation) ?. Can you give us more details, because of course it has a significant impact on the bid and on the length of the training.

Answer #2

CER is only looking for training sessions that pertaining mainly to the PSSP Pension Plan and will any additional Personal finances that may not be identified in the PSSP Pension Plan. No requirement for the additional topics identified in the above question.



Question #3

In the Basis of payment, you ask for a firm price per participant, but there seems to be no Minimum number of participants guaranteed.

How can the supplier cover its cost if there is only 1 participant for example ?

Answer #3

Number of candidates will be determined prior to the TA being submitted. Should there be less than 10 candidates then the session will be identified as a virtual session. Anything over 10 the TA will identified if it is in-person, virtual or a combination of virtual and in-person.

Question #4

In the Annex F you talk about an all-inclusive fixed hourly rate (in Can \$) for each of the Resource categories identified How is the pricing established ? A firm Price per participant or an Hourly rate ? Can you clarify please ?

Answer #4

Pricing in Annex "F" should indicate Firm Price Per Participant.

Question #5

Talking about the length, there seems to be a difference between the French and the English version of the Solicitation as there is no indication of length in the French version:

La Régie est à la recherche d'un formateur principal bilingue pour offrir au moins deux (2) ateliers de planification de la retraite virtuels ou en personne au cours de l'année (un au printemps et un à l'automne) à une trentaine d'employés de la Régie, accompagnés ou non de leur conjoint, afin de les aider à bien préparer leur retraite.

My understanding of the English version is a Two-day training done once in spring and once in Fall. Can you confirm because nothing is said in the french?

Answer #5

French Session or Bilingual Sessions will also be a two (2) day training sessions.

All other terms and conditions remain the same.