



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

Attention: Vanessa Good-Davidson
Vanessa.Good-Davidson@rcmp-grc.gc.ca

**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: - Commentaries :

THIS DOCUMENT DOES NOT CONTAIN A
SECURITY REQUIREMENT

Title – Sujet Accommodation and Meeting Room Requirement		Date January 25, 2022
Solicitation No. – N° de l'invitation 202203617		Amendment No. – N° de la modification 003
Client Reference No. - No. De Référence du Client 202203617		
Solicitation Closes – L'invitation prend fin		
At / à :	2 :00 PM	EST (Eastern Standard Time) HNE (heure normale de l'Est)
On / le :	February 2, 2022	
F.O.B. – F.A.B	GST – TPS	Duty – Droits
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à Vanessa Good-Davidson Vanessa.Good-Davidson@rcmp-grc.gc.ca		
Telephone No. – No. de téléphone 343-576-3057		Facsimile No. – No. de télécopieur

Delivery Required – Livraison exigée	Delivery Offered – Livraison proposée
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:	
Telephone No. – No. de téléphone	Facsimile No. – No. 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



Amendment 003 is raised to address the third round of questions below:

Question 17:

Is possible to offer fluctuating rates on specific months (seasonality)? If it is what is the best way to present our offer?

Answer 17:

The responsive bid with the lowest evaluated price will be recommended for award of a contract. As stated in Annex "C" – Basis of Payment, the Initial Contract Period Sub-Total **(D)**, Option Period 1 Sub-Total **(E)**, Option Period 2 Sub-Total **(F)**, Option Period 3 Sub-Total **(G)** will equal the Total Bid Price. Sub-Totals **D + E + F + G** will equal the Total Bid Price for Evaluation, fluctuation in rates or not.

Question 18:

Can we present an averaged rate for the duration of the bid with the expectation the rates will change based on the month /season the training session takes place?

Answer 18:

The responsive bid with the lowest evaluated price will be recommended for award of a contract. As stated in Annex "C" – Basis of Payment, the Initial Contract Period Sub-Total **(D)**, Option Period 1 Sub-Total **(E)**, Option Period 2 Sub-Total **(F)**, Option Period 3 Sub-Total **(G)** will equal the Total Bid Price. Sub-Totals **D + E + F + G** will equal the Total Bid Price for Evaluation, fluctuation in rates or not.

Amendment 002 is raised to address the second round of questions below:

Question 14:

In Annex "A" 2.2 a), it states that the meeting room must have restricted access to facilitators and people designated by them, either by key or key-card, but must not be restricted to these people (24-hour access for facilitators) – unfortunately we cannot provide keys to facilitators and our meeting rooms do not have key card access. However, we can provide them with access at any time, we just need to open the door for them. Will this work?

Answer 14:

Yes, that will be acceptable as long as facilitators may have 24-hour access and it is controlled.

Question 15:

In Annex "A" 2.2 a) and b), I understand that having ergonomic, height adjustable chairs with lumbar support is not a "must" item. Is this correct?

Answer 15:

It is stated in Annex "A" 2.2 a) and b), desk chair(s) **should** be ergonomic, height adjustable with lumbar support. As participants will be seating for a considerable length of time, we specify the word "should" and not "must".



Question 16:

In Annex "A" 2.3 b), it states that we must have on-site secured parking – as our parking lot is open and available to the public, there is no restriction on access, there is no gate. Will this work?

Answer 16:

The parking lot must have on-site secured parking. There will be times that there are fully operational police vehicles parked there.

This amendment is raised to address the following:

- To respond to questions received during the solicitation period.

QUESTIONS AND ANSWERS

Question 1:

Can you let me know if Abe Verghis with Nacris Inc. out of Georgetown, Ontario will also be involved in the planning process? Nacris Inc. are Government Contractors.

Answer 1:

No, Abe Verghis with Nacris Inc. out of Georgetown, Ontario will not be involved in the planning process. The requirement is being solicited directly from the RCMP.

Question 2:

What's the past guestroom rate for this program?

Answer 2:

The RCMP cannot provide any advice or guidance in this context. Bidder's must complete Annex "C" - Basis of Payment in its entirety for its financial proposal to be considered. Bidder's must provide numbers for its rates to be considered complete.

Question 3:

Can you provide further information on budget allowance or max budget per room for each individual program?

Answer 3:

The RCMP cannot provide any advice or guidance in this context. Bidder's must complete Annex "C" - Basis of Payment in its entirety for its financial proposal to be considered. Bidder's must provide numbers for its rates to be considered complete.

Question 4:

Can you breakdown the budget for room rate/ meeting room rental and, if applicable, food and beverage allowance (in meeting space)?



Answer 4:

The RCMP cannot provide any advice or guidance in this context. Bidder's must complete Annex "C" - Basis of Payment in its entirety for its financial proposal to be considered. Bidder's must provide numbers for its rates to be considered complete.

Question 5:

Is your preference for hotels that participate in the Government rate program?

Answer 5:

The requirement is open to **all** Hotels within a 5 km driving radius of 236 East Cordova St., Vancouver, B.C. V6A 1L3. A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

Question 6:

Can you share what hotels have been invited to respond to the RFP?

Answer 6:

All official documentation related to this requirement will be published for public access (worldwide) on buyandsell.gc.ca.

Question 7:

Can you share what star rating range you are sourcing?

Answer 7:

There is no star rating range. A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive.

Question 8:

Have you hosted these sessions in Vancouver in the past, if so, what hotels were chosen to host?

Answer 8:

RCMP has not hosted a session *of this scale* in Vancouver before, and the RCMP has not entered into a bidding process for any similar requirements. These are specific and particular requirements that must be examined as is.

Question 9:

Will you be choosing one hotel for all events, or open to using different hotels for the different programs?

Answer 9:

One (1) contract will be awarded to one (1) hotel (Contractor) for the duration the contract.



Question 10:

For the request for technical proposals- will you accept one proposal per hotel including pricing outlined for each program?

Answer 10:

One (1) contract will be awarded to one (1) hotel (Contractor) for the duration the contract.

Question 11:

Can you outline the anticipated daily food and beverage needs required in the meeting space, daily?

Answer 11:

There is no requirement for daily food and beverage needs required in the meeting space.

Question 12:

I see the attendees in the meeting rooms is much less than the room block- is training taking place off site as well?

Answer 12:

Yes, training is held off-site.

Question 13:

I see you note, socially distanced (2 meters) between participants is required for the meeting room and the exam room. Is this required for each program or just April? Will this change, if Public Health orders allow for full capacity?

Answer 13:

RCMP will require the spacing for all the sessions. We do not anticipate the (2 meters) social distancing to leave us for quite some time however, even if full capacity limits are allowed, we need to have spacing in the exam room as this is where a written test occurs and the students cannot be seated close together.