



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

11 Laurier St./11, rue Laurier

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**

Resource and Data Management Division / Division de  
la gestion des ressources et des données  
Terrasses de la Chaudière  
4th Floor, 10 Wellington Street  
4th étage, 10, rue Wellington  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> ATIP NEXT GEN SOLUTION Access to Information and Privacy (ATIP) Request Processing Software Solution	
<b>Solicitation No. - N° de l'invitation</b> EN578-210002/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> EN578-210002	<b>Date</b> 2022-01-28
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XL-168-40459	
<b>File No. - N° de dossier</b> 168xl.EN578-210002	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Standard Time EST <b>on - le 2022-02-07</b> Heure Normale de l'Est HNE	
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bahidj, Dalia	<b>Buyer Id - Id de l'acheteur</b> 168xl
<b>Telephone No. - N° de téléphone</b> (873) 455-4889 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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Solicitation Amendment 003 is raised to:

- Answer questions from the Industry;
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**Question 2:** Could the Crown confirm that the contract awarded to IPSS INC., AINS Inc., in Joint Venture, in result to RFP #24062-180627/D, has been cancelled? If so, at what date?

**Answer 2:** Yes, the Crown confirms that contract awarded in result to RFP#24062-180627/D has been cancelled. Details on the termination notification is available in Buy&Sell.

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**Question 3:** With respect to the CUE, page 111, it states that "Evaluation of the RPSS demonstrations for Tier I Solutions will be performed on scenarios 1 to 5 and on scenarios 1 to 7 for Tier II Solutions" If you have successfully demonstrated functionality in Tier I scenarios 1 to 5 will you be expected to repeat that same Tier I demonstration functionality in your demo for Tier II, or will you simply demonstrate the supplemental scenarios 6-7 for Tier II?

**Answer 3:** Yes. If a bidder has successfully demonstrated functionality in Tier I scenario 1 to 5, bidder will be expected to repeat that same Tier I demonstration functionality in the demo for Tier II.

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**Question 4:** Section 2.4 states "All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered." In future and once questions are asked in the defined timeline and answers are provided back to the vendor, can we assume as part of the solicitation process that the new close date will be pushed out a minimum 5 days to accommodate new responses from the vendors?

**Answer 4:** No, the closing date remains February 7<sup>th</sup> as per Amendment 002 of the solicitation.

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**Question 5:** In the solicitation release it states "D) Previous bidders that have already provided technical proposal under solicitation #24062-180627/D and willing to use their previous technical proposal, with no modifications, for the current Solicitation #EN578-210002/A, must submit a revised financial bid in response to the revised BOP. By doing so, the bidder certify the validity of the previously technical bid provided. Canada makes no representations as to the compliance of the bids received in the previous solicitation. Bidders must satisfy themselves that their proposals meet all requirements of the solicitation." If we are simply submitting a financial bid with no other changes to the technical proposal, can we assume there is no other requirement to provide any other bid submission documents including all required documents in the original submission as listed in Part 3 through Part 6 or the Annex H forms?

**Answer 5:** By submitting a financial bid including the bid submission form, the bidder certifies the validity of the previously submitted technical bid provided and its evaluation under the previous solicitation. Canada makes no representations as to the compliance of the bids received in the previous solicitation.

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**Question 6:** If there are minor technical changes a vendor wants to add to the original technical bid, can they simply submit only these applicable related materials as applicable in sections 1 and 2 in Annex G without supplying the rest of Annex G, and all other documentation in the original submission as listed in Part 3 through Part 6 or the Annex H forms?

**Answer 6:** No. Previous bidders that have already provided technical proposal under solicitation #24062-180627/D may only use their previous technical proposal when no modifications apply. Any changes to the technical bid must be supported by a complete technical bid submission which will further be assessed.

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**Question 7:** Annex B – Basis of Payment Table 1 and Table 4: The price per unit is to include “12-months warranty, software maintenance and support”. Please confirm that the 12-month period applies also to the software maintenance and support period.

**Answer 7:** Yes, the 12-period applies to the three items: Warranty, Software Maintenance and Support. The entire statement should be interpreted as

Price includes:

- perpetually Licensed Software,
- 12-months warranty, software maintenance and support,
- Professional Services including:
  - implementation,
  - User accessibility testing,
  - Configuration, and
  - documentation.

Maintenance must include updates to the software to reflect changes made to the *Access to Information Act* and *Privacy Act* and associated policies

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**Question 8:** Annex B – Basis of Payment Table 1: Please confirm that the “Professional Services” that are to be included in the Table 1 price is defined as the professional services required for a standard implementation, user accessibility testing, standard configuration and training (as per Section 7.8 of Annex A) of one instance of the COTS solution and excludes any customization or any on-going professional services once the steady-state is achieved.

**Answer 8:** Professional Services included in Table 1 pricing are the services required for a successful implementation, user accessibility testing, standard configuration, and training. There can however be more than one instance if the client seeks an implementation of the COTS solution across multiple environments, i.e., an implementation across a Protected B network and a Secret level network.

This excludes any customization or any on-going professional services once the steady state is achieved. Under the maintenance and support services the vendor is however required to perform product updates with customization to reflect changes made to the *Access to Information Act* and *Privacy Act* and associated policies.

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**Question 9:** Annex B – Basis of Payment Table 1: Please confirm that the per unit licence costs include only a single instance of the RPSS being stood up, and excludes licencing and professional services to install a test or sandbox environment?

**Answer 9:** As stated in Section 6. Current State of the Statement of Work (page 49 of the RFP), <<The implementation of the software is on premise on either Protected B, Secret or both networks in accordance with the level of classification of the documents that are internally processed.>> Therefore, a single license can be used for a single or multiple instances of the software. The unit costs must include any implementation services that are required to obtain a steady state of operation in one or more instances of the software. In cases where a client deploys the solution with a limited number licenses primarily for assessment and evaluation purposes, implementation and configuration services included in Table 1 would not apply to a subsequent scaled-up implementation in a production environment. However, the client could make a new “initial purchase” under Table 1 for the full implementation.

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**Question 10:** Basis of Payment Annex B - We are looking for clarity on how the GC will procure licenses from Table 1 and Table 4. Can the GC define if it is the intent to buy all the identified and targeted licenses for each current user community from Table 1 upfront and to use Table 4 as a means of obtaining additional licenses for future users not yet identified at the time of solicitation?

**Answer 10:** The intent of the requirement is for each client to make an initial purchase from Table 1 to meet their current operation requirement. Each client seeking to buy additional licenses following the initial purchase will then refer to Table 4 for pricing.

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**Question 11:** As a second related question to above, is it reasonable for the vendor to expect the client orders user licenses upfront from Table 1 based on the outcome and client acceptance of the CLIENT NEEDS ASSESSMENT plan that the vendor will present as per section 7.4?

**Answer 11:** Same answer as the response to Question 8. The intent of the requirement is for each client to make an initial purchase from Table 1 to meet their current operation requirement. Each client seeking to buy additional licenses following the initial purchase will then refer to Table 4 for pricing. Based on 7.4 of the Statement of Work (page 53 of 152 of the RFP), the Client Needs Assessment will only be conducted after the initial purchase (Table 1) will have been submitted and processed.

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**Question 12:** Basis of Payment Annex B – Can the GC clarify if the Table 4 addition of licenses is intended to be only provisioned for adding to the initial server and not require the vendor to stand up an additional server to add licenses?

**Answer 12:** Table 4 – Additional licenses are only intended for adding licenses following a purchase under Table 1. Table 4 does not include implementation services. Any professional services to support upgrades to the infrastructure would fall under the terms of Table 3 - Optional Professional Services including Training.

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**Question 13:** Basis of Payment Annex B - What is to prevent a Dept from ordering only 1 license which includes the setup of the enterprise solution (significant fixed cost for the vendor) from Table 1 and then supplement all the additional licenses for the enterprise from Table 4? We would request that Table 4 be revised to remove the ability to add licenses in the initial contract period.

**Answer 13:** The Basis of Payment Annex B has been amended from the original RFP (24062-180627/D) in order for the bidders to consider these fixed costs when submitting unit pricing for different quantities of licenses in the initial purchase. The bidder can provide different unit prices for each line in Table 1.

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**Question 14:** With respect to M55 in Tier II, Document Management, page 89, we are seeking clarity on the outcome you are ultimately looking for. Can the GC clearly describe what objective you want to achieve with this specification so as to allow us to properly respond to the requirement?

**Answer 14:** M55 is linked to requirement M12: functionality to add, assign, modify and delete tasks/activities as needed during the processing of a request; and assign and reassign requests and its tasks/activities to internal and external contracts. The M55 requirement seeks the functionality to process request documents by digitally inserting, moving or deleting them from these tasks/activities. These documents are to be attached or imported into selected tasks/activities within the case management solution. If a user wishes to attach to a task a digital letter to be sent to the requester (such as attaching an *Acknowledgment of Receipt Letter* into its related task/activity), the bidder must be able to demonstrate in their bid submission that the proposed solution will allow for this process.

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**Question 15 :** To develop a comprehensive and competitive response to the ATIP Next Generation RFP we, respectfully, request a 4 week extension to the due date to March 7, 2022.

**Answer 15 :** Non. La date de clôture reste le 7 février 2022 conformément à l'amendement 002. Veuillez noter que la Couronne recherche des solutions existantes qui ont déjà été déployées.

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**Question 16 :** In order to get accurate pricing, would the crown please modify Annex B – Basis of Payment Table 1 to separate professional service fees from the software license fees?

**Answer 16 :** No. The Crown does not wish to separate professional service fees from the software license fees. Annex B – Basis of Payment remain as is.

**ALL OTHER TERMS AND CONDITIONS OF THE BID SOLICITATION REMAIN UNCHANGED.**