



## 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 etage, 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> 004
<b>Client Reference No. - N° de référence du client</b> EN578-210002	<b>Date</b> 2022-02-03
<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 2022-02-11</b> Heure Normale du 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 004 is raised to:

- A) Provide modification to solicitation document – Annex B – Basis of Payment;
  - B) Correct the Bid Solicitation closing period;
  - C) Insert Appendix A to Annex B – Task Authorized Optional Professional Services Resource Category Descriptions;
  - D) Answer questions from the Industry.
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## **PART A**

- Provide modification to Annex B – Basis of Payment

**Delete:** Annex B – Basis of Payment, in its entirety

**Insert:** Revised Annex B – Basis of payment as follow.

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## NEW ANNEX B – BASIS OF PAYMENT

The following tables apply to both Tiers per Contract.

Estimates are provided for purposes of evaluation. Canada is not obligated to purchase the quantity indicated throughout Annex B should a Contract be awarded. For purposes of evaluation each Tables total will result in a single indicator using the letter C and the associated Table number. The use of the letter C for this purpose has no other meaning or relationship to other columns.

TABLE 1					
PERPETUAL LICENSED SOFTWARE DURING INITIAL CONTRACT PERIOD					
(Price includes perpetually Licensed Software, a 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 <i>Access to Information Act</i> and <i>Privacy Act</i> and associated policies )					
FIRM ALL-INCLUSIVE UNIT PRICE (Cdn \$)					
Item # (A)	DESCRIPTION For the provision of the Licensed Software to use the Solution <b>LICENSE COMPONENTS:</b> <b>** Bidders to list all components to be included per license**</b> - - - - (B)	Unit of Measure (C)	Firm All-Inclusive Unit Price (D)	Quantities for Evaluation Purposes (E)	Extended Price for Evaluation Purposes (F) = (D X E)
1	1 Perpetual License and implementation	Price Per Lot	\$ _____	1 Lot	\$ _____
2	10 Perpetual Licenses and implementation	Price Per Lot	\$ _____	1 Lot	\$ _____
3	25 Perpetual Licenses and implementation	Price Per Lot	\$ _____	1 Lot	\$ _____
4	50 Perpetual Licenses and implementation	Price Per Lot	\$ _____	1 Lot	\$ _____
5	Additional License as part of initial implementation (Can only be purchased with item 1, 2, 3, or 4 of Table 1)	Price Per License	\$ _____	10 users	\$ _____
TOTAL FOR EVALUATION PURPOSES (Sum of Item 1 to 5, Column F) = C1 (Applicable Taxes Excluded):					\$ _____

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**TABLE 2 – OPTIONAL YEARS**  
**SOFTWARE MAINTENANCE AND SUPPORT SERVICES**  
**FIRM ALL-INCLUSIVE UNIT PRICE (Cdn \$)**

<b>Item # (A)</b>	<b>DESCRIPTION (B)</b> For the provision of software maintenance and support services on all licenses of the RPSS owned by Canada, for each option year after the initial Contract Period.	<b>Firm All-Inclusive Unit Price (C)</b>
1	Option Year 1: Software Maintenance and Support Services as per Description	\$ _____
2	Option Year 2: Software Maintenance and Support Services as per Description	\$ _____
3	Option Year 3: Software Maintenance and Support Services as per Description	\$ _____
4	Option Year 4: Software Maintenance and Support Services as per Description	\$ _____
5	Option Year 5: Software Maintenance and Support Services as per Description	\$ _____
6	Option Year 6: Software Maintenance and Support Services as per Description	\$ _____
7	Option Year 7: Software Maintenance and Support Services as per Description	\$ _____
8	Option Year 8: Software Maintenance and Support Services as per Description	\$ _____
9	Option Year 9: Software Maintenance and Support Services as per Description	\$ _____
<b>TOTAL FOR EVALUATION PURPOSES (Sum of Items 1-9, Column C) = C2</b>		\$ _____
<b>(Applicable Taxes Excluded):</b>		
<b>Note 1:</b> In order to provide for a common termination date for the Software Maintenance and Support Services, Canada will pay an amount based on the firm percentage rate multiplied by the amount paid for the additional Licensed Software, divided by 12 and then multiplied by the number of months to the common termination date for Software Maintenance and Support Services. In any subsequent year in which Canada exercises its Option(s) to obtain Software Maintenance and Support Services, the full amount will apply on the existing Licensed Software.		

### Optional Professional Services including Training – Table 3

- (i) The Bidder must identify any potential Professional Services resource categories and associated per diem rates, as applicable. The following table is for the Bidder to input their per diem rates for each potential resource in accordance with the work as per article 12 of Annex A - Statement of Work and Part 7 – Resulting Contract Clauses, Article 7.14 of the RFP. The Bidder may add additional categories as necessary.
- (ii) The Bidder must provide a description of each Professional Services Resource Category listed in Table 3 by completing Appendix A to Annex B – Task Authorized Optional Professional Services Resource Category Descriptions.

For purposes of evaluation, the average of all per diem rates submitted by a Bidder will be calculated by the sum of all per diems divided by the total number of proposed professional service resources and multiplied by 100 as the estimated level of effort for purposes of the evaluation.

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**Table 3 - Firm all-inclusive per diem rates (Cdn \$) for Optional Professional Services to be provided on an as-and-when requested basis as described in Annex A – Statement of Work and in accordance with the Task Authorization process:**

Item #	Resource Category	Option Period 1	Option Period 2	Option Period 3	Option Period 4	Option Period 5	Option Period 6	Option Period 7	Option Period 8	Option Period 9	Average Per Diem Rate
(A)	(B)	Firm All-Inclusive Per Diem Rate (C)	Firm All-Inclusive Per Diem Rate (D)	Firm All-Inclusive Per Diem Rate (E)	Firm All-Inclusive Per Diem Rate (F)	Firm All-Inclusive Per Diem Rate (G)	Firm All-Inclusive Per Diem Rate (H)	Firm All-Inclusive Per Diem Rate (I)	Firm All-Inclusive Per Diem Rate (J)	Firm All-Inclusive Per Diem Rate (K)	Sum of Columns C to K divided by 9 (L)
1		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
3		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
4		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total Evaluated Bid Price = (Sum of Column L divided by total number of Resources) * 100 = C3 (Applicable Taxes Excluded):											\$
<b>Note 2:</b> Bidders to enter per diem rate for each category and period.											
<b>Note 3:</b> For evaluation purposes, 100 represents the estimated Level of Effort.											

TABLE 4 OPTIONAL GRANT FOR ADDITIONAL RPSS LICENSED SOFTWARE PURCHASED DURING THE INITIAL CONTRACT PERIOD AND ALL OPTION PERIODS				
Item # (A)	DESCRIPTION	Cost per Additional User (B)	Estimated Number of Users for Evaluation Purposes (C)	Extended Price for Evaluation Purposes (D) = (B X C)
1	For the provision of additional RPSS Licensed Software including: 12-months warranty, software maintenance and support, and documentation. Where the maintenance and support may be subject to pro-rating in accordance with Article 7.16.1 (c) of this Contract. Maintenance must include updates to the software to reflect changes made to the <i>Access to Information Act</i> and <i>Privacy Act</i> and associated policies. Additional RPSS Licensed Software User license(s)	\$ _____	10	\$ _____
TOTAL FOR EVALUATION PURPOSES (Sum of Item 1, Column D) = C4 (Applicable Taxes Excluded):				\$ _____
<b>Note 4:</b> Canada will issue amendments to acquire user licenses in whichever amount necessary (if any).				

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<b>TABLE 5</b> <b>CALCULATION OF TOTAL BID PRICE</b>		
<b>ITEM # (A)</b>	<b>DESCRIPTION (B)</b>	<b>TOTAL PRICE PER TABLE (C)</b>
1	Table 1 – Initial Requirement for RPSS Licensed Software	\$ _____
2	Table 2 – Option to extend the Contract including option to renew annual Software Maintenance and Support Services	\$ _____
3	Table 3 – Optional Professional Services and Training	\$ _____
4	Table 4 - Optional Grant For Additional RPSS Licensed Software during the Initial Contract Period and all Option Periods	\$ _____
5	<b>TOTAL BID PRICE FOR EVALUATION PURPOSES (Sum of Column C, Items 1-4) (Applicable Taxes Excluded):</b>	<b>\$ _____</b>

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## PART B

- Correct the Bid Solicitation closing period;

**1.0** The Closing Date of the Bid Solicitation is hereby extended to February 11<sup>th</sup> 2022 at 2:00 PM EST.

## PART C:

**Insert:** Appendix A to Annex B – Task Authorized Optional Professional Services Resource Category Descriptions, as follow:

### Appendix A to Annex B - Optional Task Authorized Professional and Training Services Resource Categories

- 1. Optional Task Authorized Professional Services** as identified in Table 3 – Annex B – Basis of Payment

Table 1. Optional Task Authorized Professional Services Resource Category (PSRC) Descriptions		
PSRC #	RESOURCE CATEGORY	DESCRIPTION
		Responsibilities could include but are not limited to:
		Responsibilities could include but are not limited to:
		Responsibilities could include but are not limited to:
		Responsibilities could include but are not limited to:

- 2. Optional Task Authorized Training Services** as identified in Table 3 – Annex B – Basis of Payment

Table 2. Optional Task Authorized Training Services Resource Category (TSRC) Descriptions		
TSRC #	RESOURCE CATEGORY	DESCRIPTION
1	Training Services	Responsibilities could include but are not limited to:

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## PART D

- Answer questions from Industry

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**Question 17:** There have been multiple questions surrounding Annex B, which suggests the current pricing table is not well-suited for industry to respond. To revert to a table that has worked, would the Crown please modify Annex B – Basis of Payment Table 1 to be based on a price “per lot”? This would allow the Crown to offer departments different deployment sizes they seek, and it will also keep the license cost and implementation fees bundled together.

**Answer 17:** The Basis of Payment Annex B has been amended on this RFP (EN578-210002/A) in order for the bidders to consider these fixed costs when submitting lot pricing for different quantities of licenses in the initial purchase. The bidder is free to provide different prices for each line in Table 1.

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**Question 18:** With respect to the answer provided to question #9 stating “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 single or multiple instances of the software.**” We would like to clarify that Secret/Classified network environments are separate networks to Protected B networks. Each has its own set of credentials for log in and would require a separate license for each separate and segregated environment. The same license could however be used in single or multiple instances of the software for each environment (i.e prod and dev instances but in the same network environment being managed by a master server therefore potentially only requiring one license if shared.) Is our interpretation correct with respect to the allocation of licenses given Protected B and Secret are two distinct and separate network environments?

In reviewing this requirement in the RFP under section 6 it DOES NOT say single license can be used for a single or multiple instances of the software. We would agree that you can install it in either or both but does not state that the same single license should be registered to two separate environments - both the

Protected B and Secret networks? In fact, it refers to licenses in the plural sense. Specifically, it reads: "6. CURRENT STATE Under a current multi-departmental contract, GC institutions have the option to procure perpetual ATIP software licenses and support from a single contractor. 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. The following three tables identify the various platforms and technology that is deployed throughout Government institutions which the new ATIP RPSS must operate on. " It does not specify that the same single license must be registered on both Protected B and Secret networks at the same time, we would register two licenses if this was the case - one that can be shared instances but for each separate network environment. Would the GC agree?

**Answer 18:** For clarity, under the current RFP the GC is seeking for Perpetual Licenses which will allow a single license to be used by a product user to access an instance on a Protected B network, an instance on a Secret network or users can access both instances with the same license for institutions that operate both instances.

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**Question 19:** With regards to answer #10-#13 recently provided, we would like to clarify a procurement scenario to make sure our understanding of the procurement of licenses from Table 1 is correct. Scenario: If it is requested that the initial purchase from Table 1 requires a total of 50 licenses to meet the customers current requirement, and if the quoted rates were submitted and accepted in Table 1 as follows:

1	1 to 4 Perpetual Licenses	Price per unit	\$ _____ \$100.00 _____
2	5 to 10 Perpetual Licenses	Price per unit	\$ _____ \$75.00 _____
3	11 to 25 Perpetual Licenses	Price per unit	\$ _____ \$50.00 _____
4	26 to 50 Perpetual Licenses	Price per unit	\$ _____ \$25.00 _____

Then would the cost for the 50-license initial purchase be:  $(4 \times 100) + (6 \times \$75.00) + (15 \times 50) + (25 \times \$25) = \$2,225.00$

OR

Would the cost be  $50 \times \$25.00 = \$1,250.00$

Please confirm

**Answer 19:** See amended Annex B – Basis of Payment, above. A purchase under Table 1 must include a lot purchase (item 1-4) before including additional licences (item 5). The vendor is to fully support the implementation for the total number of licenses purchased under this table (lot plus additional licenses), as described in the header of the table. It is expected that institutions will take the most cost-efficient combination of Table 1 items that provide the required number of licences.

Example 1

If an institution wishes to procure 50 licenses, it could purchase a lot of 50 perpetual licenses with implementation (line 4 of Table 1).

Example 2

If an institution wishes to procure 78 licenses, it could purchase a lot of 50 perpetual licenses with implementation (line 4 of Table 1) + 28 Additional Licenses with implementation (line 5 of Table 1) Alternatively, the institution could purchase a lot of 25 (line 3 of Table 1), a lot of 50 (line 4 of Table 1) and 3 additional licences (line 5 of Table 1), if this is more cost-effective.

Example 3

If an institution wishes to procure 3 licenses, it could purchase a lot of 1 perpetual license with implementation (line 1 of Table 1) + 2 Additional Licenses with implementation (line 5 of Table 1)

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**Question 20:** We would like to request an extension of the closing date of 3 days to prepare our final submission.

**Answer 20:** Canada does agree to extend the Closing Date of the Bid Solicitation to February 11th 2022 at 2:00 PM EST

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**Question 21:** On page 65, TABLE 1 - PERPETUAL LICENSED SOFTWARE DURING INITIAL CONTRACT PERIOD, Canada has modified this table from the previous ATIP RFP and is now requesting per user licensing in accordance to the four user volume tiers (e.g. 1 to 4, 5 to 10, etc.).

Given that ATIP software industry vendors have: (1) one-time fixed implementation costs; and (2) per environment costs (i.e. costs for each production and non-production environment utilized by each GC

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institution) that are independent of user licensing, will Canada reconsider accepting separate pricing line items for each GC institution implementation as well as for each environment? If Canada is not amenable, then: (1) Can Canada provide guidance on how vendors should allocate fixed implementation pricing across these tiers in order to provide Canada an 'apples-to-apple' comparison for evaluation? Alternatively, without Canada's guidance, each vendor will be compelled to propose a pricing model that is inconsistent with current industry norms; (2) Can Canada specify the number of environments to be presumed for each GC institution? If Canada is amenable, Table 2 and Table 4 would also need to be updated accordingly.

**Answer 21:**

- (1) The Basis of Payment Annex B has been amended (above) to allow bidders to reflect these fixed costs when submitting lot pricing for different quantities of licenses in the initial purchase. As such, the allocation of fixed implementation pricing is to be determined by each bidder and these costs are to be bundled with the pricing of the licensed software.
- (2) The Crown cannot make any presumptions with regards to the number of environments that each GC institution will want to implement the new RPSS on. It is up to each client to make this determination prior to submitting their acquisition requests. Please also refer to the answer to question 9 in amendment 003.

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**Question 22:** In Attachment 1, on pg. 79 of 152, the requirement to complete the Supply Chain Security Information Vendor Forms is requested but the form is not included, the PDF is not attached. Can you please provide the required Supply Chain Security Information Vendor Forms for completion?

**Answer 22:** Please refer to Solicitation 24062-180627/D - Processing Software Solution - [Amendment 009](#)

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**Question 23:** In the Financial Section for Optional Professional Services including Training – Table 3; it states Bidder must provide a description of each Professional Services Resource Category listed in Table 3 by completing Appendix A to Annex B – Task Authorized Optional Professional Services Resource Category Descriptions but the form is not in the RFP. Can you please provide Appendix A to Annex B – Task Authorized Optional Professional Services Resource Category Descriptions for us to complete?

**Answer 23:** Find above Appendix A to Annex B – Task Authorized Optional Professional Services Resource Category Descriptions.

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