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Gatineau

Quebec

K1A0S5

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

Informatics Professional Services Division/Division des
services professionnels en informatique

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Quebec

K1A0S5

Title - Sujet DHRIM professional services DIRHG Services Professionnels	
Solicitation No. - N° de l'invitation W6369-210260/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client W6369-210260	Date 2022-02-28
GETS Reference No. - N° de référence de SEAG PW-\$IPS-014-40551	
File No. - N° de dossier 014ips.W6369-210260	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Daylight Saving Time EDT on - le 2022-03-14 Heure Avancée de l'Est HAE	
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hamelin, Nathalie	Buyer Id - Id de l'acheteur 014ips
Telephone No. - N° de téléphone (873) 355-3891 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° 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

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SOLICITATION AMENDMENT 003

This solicitation amendment is raised to :

1. Provide answers to Bidders questions in relation to this solicitation.
 2. Amend the Request For Proposal (RFP) as detailed in Appendix A-2 below.
-

Question #5:

For CM1 (RFP pg.116/135) and CPR1 (RFP pg.122/135), would DND please confirm what the minimum contract value in terms of billings is in order for contracts to qualify? For example, should each contract have an invoiced amount of at least \$5M and at least one of the two contracts must have billings in excess of \$10M, in order to align with the scope of the contract?

Answer #5:

Canada has amended Mandatory Corporate Criteria CM1 as detailed in Appendix A-2 below. The Corporate Point-Rated Criteria CPR1 will remain unchanged.

Question #6:

Regarding page 122, Rated Criteria CPR3, please clarify how a Bidder is to substantiate having been in business for more than seven years. For example, to obtain full points a bidder must present PeopleSoft services (with tasks like the SOW) that amount to greater than \$2million in a calendar year for each year since January 2012.

Answer #6:

Canada has amended Corporate Point-Rated Criteria CPR3 as detailed in Appendix A-2 below.

Question #7:

Given the Statement of Work, shouldn't CPR4 (starts on page 124) be limited to projects that involved PeopleSoft only?

Answer #7:

Canada has amended Corporate Point-Rated Criteria CPR4 as detailed in Appendix A-2 below.

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Question #8:

For CPR4, would DND please confirm that “Contract Annual Value” is defined as the amount billed for the services of the resources in the 5 or more resource categories under the reference project presented? Further, in order to substantiate the billed amounts, mustn’t the Bidder include the billings by category and resource name?

Answer #8:

Canada has amended Corporate Point-Rated Criteria CPR4 as detailed in Appendix A-2 below.

Question #9:

Regarding RFP pg. 124 CPR4, what is required and how it will be scored is unclear.

- a. Should the criteria “...To demonstrate this, the Bidder must provide 2 software development project references for each submitted project. The characteristics of each project that will be evaluated are...” be changed to read “...To demonstrate this, the Bidder must provide 2 software development project references and for each submitted project the characteristics of each project that will be evaluated are....”?
- b. Should CPR4 not be out of 40 points? If not then consider that the criteria asks for “projects” but the scoring as written seems to allow for presenting only one project to score full points. That is, 20 points can be earned by a single project that has an annual value (billed amount) of \$5M or more and duration of more than 2 years. Does this mean a Bidder can present one project to score full points? Or if a Bidder presents two small contracts each scoring 10 points (5 points for >500K and 5 points for >12 months) would that earn the full 20 points?

Answer #9:

Canada has amended Corporate Point-Rated Criteria CPR4 as detailed in Appendix A-2 below.

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Question #10:

Please refer to FORM 5 CUSTOMER REFERENCE CONTACT INFORMATION FORM which states: “The Bidder must provide with this Form a copy of the reference contract.” For reasons of client confidentiality, we respectfully request that DND accept the Contract Cover (and/or pages that confirm the contract value and duration) and the Statement of Work only.

Answer #10:

Canada agrees that the Bidders must provide along with the Form 5 – Customer Reference Contact Information Form, a copy of the contract cover page, the duration of the contract and the Statement of Work. Canada has amended Form 5 – Customer Reference Contact Information Form as detailed in Appendix A-2 below.

Question #11:

Writing up our corporate references and getting client sign-off is taking longer than expected. I’d like to request a 2 week extension so we can complete our bid.

Answer #11:

Please refer to answer #3 of the solicitation amendment 001.

Question #12:

Corporate Point Rated Criteria CPR4 states: “The Bidder should demonstrate that it has successfully led large software upgrade projects to upgrade Human Capital Management applications from older to newer versions, and/or to other Human Capital Management software products.”

- 1) Our interpretation of CPR4 scoring is that Bidders providing one (1) project that involved upgrading Human Capital Management applications from older to newer versions with annual contract value of \$5M or more (10 points) and a duration of at least 2 years (10 points) would score the full 20 points.

If our interpretation is incorrect and two (2) projects are required to score maximum points, please provide examples of how these points will be awarded on a per project basis to a maximum of 20 points.

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- 2) We do not understand where or how to apply the statement “To demonstrate this, the Bidder must provide 2 software development project references for each submitted project”. To avoid any misunderstanding can the Crown please clarify where it applies and how Bidders would demonstrate this in their response.

Answer #12:

Please refer to answer #9 above.

Question #13:

Given the size and scope of the RFP we are requesting a 5 calendar day extension to the Enquiries Period to allow Bidders sufficient time to review the RFP and develop any additional questions.

Answer #13:

Please refer to answer #3 of the solicitation amendment 001.

Question #14:

The Resource Category Table on page 5 has the A.3 ERP Programmer Analyst (PeopleSoft) Level 2 listed twice. Can the Crown please confirm the table should read A.3 ERP Programmer Analyst (PeopleSoft) Level 2 and A.3 ERP Programmer Analyst (PeopleSoft) Level 3.

Answer #14:

Canada has amended the RFP as detailed in Appendix A-2 below.

Question #15:

The RFP indicates there are 61 pages before Annex A (Statement of Work) but the document stops at page 50 of 61. Can the Crown please confirm there are only 50 pages and that no pages are missing.

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Answer #15:

Canada confirms that there are no pages missing, although acknowledges that the page numbering/formatting is inconsistent throughout the document. Bidders are encouraged to go through all sections thoroughly.

Question #16:

In the Mandatory Resource Criteria of the following resource categories:

- 1) A.1 Application/Software Architect, Level 3
- 2) A.4 ERP System Analyst, Level 3

M2 and M15 respectively state: The proposed resource must have a minimum of 10 years of experience in the last 15 years (as of bid solicitation date), in using the following products:

- Oracle database
- SQL Plus
- PeopleSoft HCM 8.9 or higher
- PeopleTools 8.51 or higher
- Integration of technology solutions

We recommend that the PeopleTools version be changed to “PeopleTools 8.49 or higher”. Although commercially, PeopleTools 8.51 was released in September 2010 (11.5 years ago), it was not used in the Federal Government that early. The GC version of PeopleSoft historically was behind private industry by two to three years in both HCM application and PeopleTools versions. As-is, this requirement is too restrictive and could prevent qualified, Senior level resources with a combination of experience in both releases from meeting this requirement. This change would also align with the PeopleTools version required in mandatory criteria CM1 and point rated criteria CPR1.

Answer #16:

Canada agrees to change the PeopleTools version requirements in the specified Mandatory Resource Criteria from “PeopleSoft 5.1 or higher” to “PeopleSoft 8.49 or higher”. Canada has amended the Mandatory Resource Assessment Criteria M2 and M15 as detailed in Appendix A-2 below.

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Question #17:

In the Mandatory Resource Criteria of the following resource categories:

- 1) A.3 ERP Programmer Analyst (PeopleSoft), Level 3
- 2) A.4 ERP system Analyst (PeopleSoft), Level 3
- 3) A.5 ERP Technical Analyst (PeopleSoft), Level 3

M6, M12 and M20 respectively state: The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 8 years is experience with PeopleTools v8.51 or higher.

We recommend “of which at least 8 years is experience with PeopleTools v8.51 or higher” be deleted as 10 years of v8.50 or higher is already requested and this restriction could prevent an otherwise qualified and experienced candidate from meeting the requirement.

Answer #17:

Canada has amended the Mandatory Resource Assessment Criteria M6, M12 and M20 as detailed in Appendix A-2 below.

Question #18:

In the Mandatory Resource Criteria of the A.4 ERP System Analyst (PeopleSoft), Level 2 category, M16 states: The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 8 years is experience with PeopleTools v8.51 or higher.

As this is a Level 2 resource requiring 5 years of experience, we recommend that similar to how it is written for the A.3 ERP Programmer Analyst, Level 2, the following changes be made: The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 3 years is experience with PeopleTools v8.51 or higher.

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Answer #18:

Canada has amended the Mandatory Resource Assessment Criteria M16 as detailed in Appendix A-2 below.

Question #19:

In the Mandatory Resource Criteria of the A.4 ERP System Analyst (PeopleSoft), Level 3 category:

- M13 The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in developing technical specifications for an Enterprise Resource Planning (ERP) system design, development and implementation.
- M14 The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in translating ERP business requirements into system design and technical specifications.

Both of these criteria involve developing technical specifications for an ERP system and are very similar to each other, we recommend that M13 be deleted in its entirety as it is already asked for in the all-encompassing M14 question.

Answer #19:

Canada has amended the Mandatory Resource Assessment Criteria M3 and M14 as detailed in Appendix A-2 below.

Question #20:

With regard to M17 and M18 of the ERP System Analyst (PeopleSoft) Level 2, which currently state:

- M17 The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in developing technical specifications for an Enterprise Resource Planning (ERP) system design, development and implementation.

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M18 The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in translating ERP business requirements into system design and technical specifications.

Both of these criteria involve developing technical specifications for an ERP system and are very similar to each other, we recommend that M17 be deleted in its entirety as it is already asked for in the all-encompassing M18 question.

Answer #20:

Canada has amended the Mandatory Resource Assessment Criteria M17 and M18 as detailed in Appendix A-2 below.

Question #21:

With regard to the Point Rated Resources Assessment Criteria, we are uncertain as to why there are only 5 resource categories with rated criteria. Typically at the TA stage, it is most common to only respond to Mandatory criteria. In order for all resources to be evaluated fairly and align with the evaluation process for other 19 resource categories, we recommend that all point rated evaluation be removed from the solicitation.

Answer #21:

The Point Rated Resources Assessment Criteria will remain unchanged.

Question #22:

We respectively request that the Crown add a Level 3 Change Management Consultant category to this solicitation. Level 2 resources are only required to have 5 years of change management experience and we would not recommend that a Level 2 resource be contracted on such a large, complex project of this nature.

Answer #22:

The level requirements for Change Management Consultant category will remain unchanged.

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Question #23:

We respectively request that the Crown add a Level 3 Tester category to allow for the acquisition of Senior Testers with extensive experience using automated testing tools. This change would additionally enable acquiring Testers with PeopleSoft experience should it be required throughout the lifecycle of the Project.

Answer #23:

The level requirements for Tester category will remain unchanged.

APPENDIX A-2

At RFP Article 1.2 – Summary, (j) has been amended as follows:

DELETE Article 1.2 – Summary, (j) in its entirety

INSERT **Article 1.2 – Summary, (j)**

- (j) The Resource Categories described below are required on an as and when requested basis in accordance with the TBIPS SA Annex "A":

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
A.1 Application/Software Architect (PeopleSoft)	Level 3	1
A.2 ERP Functional Analyst (PeopleSoft)	Level 2	2
A.2 ERP Functional Analyst (PeopleSoft)	Level 3	15
A.3 ERP Programmer Analyst (PeopleSoft)	Level 2	4
A.3 ERP Programmer Analyst (PeopleSoft)	Level 2 23	8
A.4 ERP System Analyst (PeopleSoft)	Level 2	4
A.4 ERP System Analyst (PeopleSoft)	Level 3	5
A.5 ERP Technical Analyst (PeopleSoft)	Level 2	3
A.5 ERP Technical Analyst (PeopleSoft)	Level 3	4

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A.7 Programmer Analyst	Level 2	1
A.7 Programmer Analyst	Level 3	1
A.8 System Analyst	Level 3	1
A.11 Tester	Level 2	3
I.1 Data Conversion Specialist	Level 3	1
I.10 Technical Architect	Level 2	1
P.11 Quality Assurance Specialist/Analyst	Level 3	1
B.5 Business Process Re-Engineering (BRP) Consultant	Level 3	1
B.9 Courseware Developer	Level 2	1
B.9 Courseware Developer	Level 3	1
P.1 Change Management Consultant	Level 2	1
P.9 Project Manager	Level 2	1
P.9 Project Manager	Level 3	1
P.10 Project Scheduler	Level 1	1

At Appendix C to Annex A – Resource Assessment Criteria has been amended as follows:

DELETE Appendix C to Annex A – Resource Assessment Criteria (Revised February 21st, 2022) in its entirety

INSERT **Appendix C to Annex A – Resource Assessment Criteria (Revised February 28th, 2022).**

At Form 2 – Corporate Mandatory Criteria has been amended as follows:

DELETE Form 2- Corporate Mandatory Criteria in its entirety

INSERT **Form 2- Corporate Mandatory Criteria (Revised February 28th, 2022) – See attached.**

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At Form 3– Corporate Point-Rated Criteria has been amended as follows:

- DELETE** Form 3- Corporate Point-Rated Criteria in its entirety
- INSERT** **Form 3- Corporate Point-Rated Criteria (Revised February 28th, 2022) – See attached.**

At Form 5– Corporate Point-Rated Criteria has been amended as follows:

- DELETE** Form 5- Corporate Point-Rated Criteria in its entirety
- INSERT** **Form 5- Corporate Point-Rated Criteria (Revised February 28th, 2022) – See attached.**

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**APPENDIX C TO ANNEX A
RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE
(REVISED FEBRUARY 28th, 2022)**

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

1.0 Mandatory Resource Assessment Criteria:

A.1. Application/Software Architect, Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M1	<p>Mandatory Technical Criteria</p> <p>The proposed resource must have a minimum of 10 years of experience in the past 15 years (as of bid solicitation date), in executing at least 5 of the following tasks:</p> <ul style="list-style-type: none"> • Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements • Identify the policies and requirements that drive out a particular solution • Analyze and evaluate alternative technology solutions to meet business problems • Ensure the integration of all aspects of technology solutions 			

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	<ul style="list-style-type: none"> • Monitor industry trends to ensure that solutions fit with government and industry directions for technology • Analyze functional requirements to identify information, procedures and decision flows • Evaluate existing procedures and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary • Define and document interfaces of manual to automated operations within application sub-systems, to external systems and between new and existing systems • Define input/output sources, including detailed plan for technical design phase, and obtain approval of the system proposal • Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc. 		
M2	<p>The proposed resource must have a minimum of 10 years of experience in the last 15 years (as of bid solicitation date), in using the following products:</p> <ul style="list-style-type: none"> • Oracle database • SQL Plus • PeopleSoft HCM 8.9 or higher • PeopleTools 8-54 8.49 or higher • Integration of technology solutions 		

A.2. ERP Functional Analyst (PeopleSoft), Level 3		
M#	Mandatory Technical Criteria	Contractor's Response Cross Reference to TA
	Contractor's to insert	Met / Not Met

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		demonstrated experience		
M3	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater).			
M4	The proposed resource must have a minimum of 10 years of experience in the last 15 years (as of bid solicitation date), in developing business or functional requirements for PeopleSoft application, including providing design ideas for new functionality and documenting functional specification.			
M5	The proposed resource must have a minimum of 10 years of experience in the last 15 years (as of bid solicitation date), in analyzing and troubleshooting application behaviours, including data related issues, to identify the root cause, document findings and propose recommendations on how to fix the issues, which includes workarounds when required.			

A.3. ERP Programmer Analyst (PeopleSoft), Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M6	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version			

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	8.5x, of which at least 8 years is experience with PeopleTools 8.54 8.49 or higher.			
M7	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in developing, testing, documenting and implementing program/code and configuration changes to the PeopleSoft application, as per technical specifications, using PeopleTools. PeopleTools includes but is not limited to Application Designer, PeopleCode, Application Engine, Integration Broker, PS/Query, Data Mover.			
M8	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in performing application support activities by troubleshooting and correcting issues and defects, reporting to management and liaising with business and end-user clients.			

A.3. ERP Programmer Analyst (PeopleSoft), Level 2				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M9	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 3 years is experience with PeopleTools 8.54 8.49 or higher.			
M10	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in developing, testing, documenting and implementing			

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	program/code and configuration changes to the PeopleSoft application, as per technical specifications, using PeopleTools. PeopleTools include but are not limited to Application Designer, PeopleCode, Application Engine, Integration Broker, PS/Query, Data Mover.			
M11	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in performing application support activities by troubleshooting and correcting issues and defects, reporting to management and liaising with business and end-user clients.			

A.4. ERP System Analyst (PeopleSoft), Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M12	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 8 years is experience with PeopleTools 8.54 8.49 or higher.			
M13	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in developing technical specifications for an Enterprise Resource Planning (ERP) system design, development and implementation.			
M14	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in translating PeopleSoft Enterprise Resource			

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	Planning (ERP) business requirements into system design and technical specifications.			
M15	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in using the following products: <ul style="list-style-type: none"> • Oracle database • SQL Plus • PeopleSoft HCM 8.9 or higher • PeopleTools 8.54 8.49 or higher • Integration of technology solutions 			

A.4. ERP System Analyst (PeopleSoft), Level 2				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M16	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 8 3 years is experience with PeopleTools v8.51 or higher.			
M17	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in developing technical specifications for an Enterprise Resource Planning (ERP) system design, development and implementation.			
M18	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in translating PeopleSoft Enterprise Resource Planning (ERP) business requirements into system design and technical specifications.			

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M19	<p>The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in using the following products:</p> <ul style="list-style-type: none"> • Oracle database • SQL Plus • PeopleSoft HCM 8.9 or higher • PeopleTools 8-54 8.49 or higher • Integration of technology solutions 			
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A.5. ERP Technical Analyst (PeopleSoft), Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M20	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.5x, of which at least 8 years is experience with PeopleTools 8-54 8.49 or higher.			
M21	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in installing any PeopleSoft related software products (e.g. Weblogic, Tuxedo, PeopleTools version 8.5x (or higher), Cobol, Crystal, etc.) on Windows, Linux and Unix platforms using PeopleSoft Update Manager or Change Assistant to apply application upgrades, patches and maintenance packs.			
M22	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in managing the PeopleSoft HCM environment as it relates to web servers, application servers,			

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	<p>reporting and process scheduler environments which must include all of the following:</p> <ol style="list-style-type: none"> Configuration and support of PeopleSoft Application Designer. The migration and execution of PeopleSoft Data Mover, SQR, or SQL. Following Migration Instructions to migrate PeopleSoft Application Designer projects from source to target environments. Troubleshooting and reporting on migration errors, and to stakeholders or internal managed process. 			
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A.7. Programmer/Analyst, Level 2				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M23	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in implementing, upgrading or supporting any of the technologies listed in the section 3.3.1.10 of the Annex A – Statement of Work.			
M24	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in developing, testing, documenting and implementing program/code and configuration changes to software applications.			
M25	The proposed resource must have a minimum of 3 years of experience, within the last 10 years (as of bid solicitation date), in reviewing functional requirements and specifications and providing advice.			

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M26	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date), in performing application support activities by troubleshooting and correcting issues and defects, reporting to management and liaising with business and end-user clients.			
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A.7. Programmer/Analyst, Level 3

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M27	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in implementing, upgrading or supporting any of the technologies listed in the section 3.3.1.11 of the Annex A – Statement of Work.			
M28	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in developing, testing, documenting and implementing program/code and configuration changes to software applications.			
M29	The proposed resource must have a minimum of 5 years of experience, within the last 10 years (as of bid solicitation date), in reviewing functional requirements and specifications and providing advice.			
M30	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in performing application support activities by troubleshooting and correcting issues and defects, reporting to management and liaising with business and end-user clients.			

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A.8. System Analyst, Level 3

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M31	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in translating business requirements into systems design and technical specifications.			
M32	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in analyzing business requirements, performing feasibility studies, mapping interdependencies, and producing the required functional and technical specifications or processing re-engineering recommendations with estimated levels of effort.			
M33	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in analyzing and recommending alternatives and options for the technical solution.			

I.1. Data Conversion Specialist – Level 3

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M34	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), using formal System Development Life Cycle (SDLC) Methodologies.			

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M35	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in defining, documenting, and validating data migration requirements.			
M36	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date), in designing and executing procedures for data conversion and migration.			
M37	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date) in a leading role on a data correction team comprised of at least 3 resources.			
M38	The proposed resource must have a minimum of 5 years of experience (as of bid solicitation date) with briefing both orally and in writing to *senior management and clients. *senior management is defined as Director level or above.			
M39	The proposed resource must have a minimum of 1 year of experience using MS Project or equivalent project management tool such as ProWorkflow, Jira, etc..			

I.10. Technical Architect – Level 2				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M40	The proposed resource must hold an active certification in one of the following: <ul style="list-style-type: none"> • Azure Administrator Associate 			

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	<ul style="list-style-type: none">• AWS Certified SysOps Administrator• Microsoft Certified: Azure Solutions Architect Expert• AWS Solutions Architect• MCSE: Cloud Platform and Infrastructure			
M41	Proof of certification must be included in the Bid The proposed resource must hold an active certification in one of the following: <ul style="list-style-type: none">• MCSE: Productivity Solutions Expert• MCITP: Enterprise Administrator• MCITP: Server Administrator			
M42	Proof of certification must be included in the Bid The proposed resource must have a minimum of 5 years of experience in 3-tier application architecture (the presentation (or web tier), the business logic (or application tier) and the data (or database tier)).			
M43	The proposed resource must have a minimum of 5 years of experience in at least 2 of the following: DNS; SMTP; RDPWVD; S-FTP.			
M44	The proposed resource must have a minimum of 5 years of experience in at least 3 of the following: virtual network; PKI; firewall; router; load balancer; VPN; virtual machine.			
M45	The proposed resource must have a minimum of 5 years of experience in network or cloud security.			

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P.9. Project Manager – Level 3

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M46	The proposed resource must have a minimum of 10 years of experience (as of bid solicitation date) with briefing both orally and in writing to *senior management and clients. *senior management is defined as Director level or above.			
M47	The proposed resource must have a minimum of 8 years of experience in using Microsoft Project or equivalent project management tool such as ProWorkflow, Jira, etc.			
M48	The proposed resource must have a minimum of 10 years of experience identifying, defining, and assessing risk and developing risk management strategies and plans for enterprise application software development.			
M49	The proposed resource must have a minimum of 8 years of experience with "Waterfall", "Spiral", or "Agile" methodology for enterprise application software development.			
M50	The proposed resource must have a minimum of 10 years of experience with any software development project management.			

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P.9. Project Manager – Level 2

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M51	The proposed resource must have a minimum of 8 years of experience (as of bid solicitation date) with briefing both orally and in writing to *senior management and clients. *senior management is defined as Director level or above.			
M52	The proposed resource must have a minimum of 5 years of experience in using Microsoft Project or equivalent project management tool such as ProWorkflow, Jira, etc.			
M53	The proposed resource must have a minimum of 5 years of experience identifying, defining, and assessing risk and developing risk management strategies and plans for enterprise application software development.			
M54	The proposed resource must have a minimum of 5 years of experience with "Waterfall", "Spiral", or "Agile" methodology for enterprise application software development.			
M55	The proposed resource must have a minimum of 5 years of any software development project management experience.			

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P.10. Project Scheduler – Level 1				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M56	The proposed resource must have a minimum of 3 years of experience with developing and supporting project schedules for enterprise software development projects.			
M57	The proposed resource must have a minimum of 3 years of experience developing and maintaining Work Breakdown Structures.			
M58	The proposed resource must have a minimum of 3 years of experience producing executive progress reports and identifying scheduling and/or dependency issues.			
M59	The proposed resource must have a minimum of 3 years of experience conducting and providing critical path analysis.			
M60	The proposed resource must have a minimum of 3 years of experience providing support to schedule co-ordination efforts with internal and external project stakeholders.			

P.11. Quality Assurance Specialist/Analyst – Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M61	The proposed resource must have a minimum of 10 years of experience in using a problem reporting and tracking system or tool.			

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M62	The proposed resource must have a minimum of 8 years of experience working with business rules, application functional requirements, and software technical specifications to resolve application and data integrity problems.			
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C-3-IT Security TRA and C&A Analyst – Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response-Cross Reference to TA
M63	<p>The proposed resource must have a minimum of 10 years of experience within the last 15 years (as of bid solicitation date), in executing at least 50% of the following tasks:</p> <ul style="list-style-type: none"> • Review, analyze, and/or apply Federal, Provincial or Territorial IT Security policies, System IT Security Certification & Accreditation processes, IT Security products, safeguards and best practices, and the IT Security risk mitigation strategies; • Identify threats and vulnerabilities of operating systems (such as MS, Unix, Linux, and Novell) and wireless architectures; • Identify personnel, technical, physical and procedural threats and vulnerabilities of Federal, Provincial or Territorial IT systems; • Develop reports such as, but not limited to, Data security analysis, Concepts of Operation, Statements of Sensitivity (SoSs), Threat Assessments, Privacy Impact Assessments (PIAs), Non-technical 			

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	<p>Vulnerability Assessments, Risk Assessments, IT Security threat, vulnerability and/or risk briefings;</p> <ul style="list-style-type: none">• Conduct Certification activities such as:<ul style="list-style-type: none">Develop Security Certification Plans, Verify that security safeguards meet the applicable policies and standards,<ul style="list-style-type: none">○ Validate the security requirements by mapping the system-specific security policy to the functional security requirements, and○ Mapping the security requirements through the various stages of design documents and verify that security safeguards have been implemented correctly and that assurance requirement have been met. This includes confirming that the system has been properly configured and establishing that the safeguards meet applicable standards; Conduct security testing and evaluation (ST&E) to determine if the technical safeguards are functioning correctly; Assess the residual risk provided by the risk assessment to determine if it meets an acceptable level of risk;• Conduct Accreditation activities such as:<ul style="list-style-type: none">Review of the certification results in the design review documentation by the Accreditation Authority to ensure that the system will operate with an acceptable level of risk and that it will comply with the departmental and system security policies and standards and identify the conditions under which a system is to operate (for			
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	<p>approval purposes). This may include the following types of approvals:</p> <ul style="list-style-type: none"> • Developmental approval by both the Operational and the Accreditation Authorities to proceed to the next stage in an IT system's life cycle development if sensitive information is to be handled by the system during development; <ul style="list-style-type: none"> ○ Operational written approval for the implemented IT system to operate and process sensitive information if the risk of operating the system is deemed acceptable, and if the system is in compliance with applicable security policies and standards; ○ Interim approval—a temporary written approval to process sensitive information under a set of extenuating circumstances where the risk is not yet acceptable, but there is an operational necessity for the system under development; • Develop and deliver training material relevant to the resource category. 			
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A.11. Tester – Level 2

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M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M64	The proposed resource must have a minimum of 8 years of experience developing, reviewing, documenting, maintaining and managing test strategies, test plans, test scenarios, scripts and libraries.			
M65	The proposed resource must have a minimum of 8 years of experience planning, coordinating and performing test activities in various phases of the Software Development Life Cycle.			
M66	The proposed resource must have a minimum of 8 years of experience documenting and identifying software defects and creating reports on testing results using enterprise specific tools.			
M67	The proposed resource must have a minimum of 8 years of experience establishing software regression testing procedures with emphasis on automating testing, backup and recovery procedures.			
M68	The proposed resource must have a minimum of 8 years of experience establishing and operating interoperability testing procedures to ensure that the interaction and co-existence of various software elements, which are proposed to be distributed on the common infrastructure, conform to appropriate departmental performance or compatibility standards and have no unforeseen detrimental effects on the shared infrastructure.			
M69	The proposed resource must have a minimum of 8 years of experience working with cross sectional teams of Business Analysts, Operations/migrations and Development teams for: A) Acquiring business knowledge;			

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	B) Troubleshooting defects; and C) Maintaining tests environment			
M70	<p>The proposed resource must have a minimum of 5 years of experience:</p> <ul style="list-style-type: none"> I. Using the UFT tool, or a comparable industry tool that provides a complete solution for creating and maintaining automated functional and regression test scripts (i.e. Testcomplete, Selenium, Worksoft Certify, etc.) <p>AND</p> <ul style="list-style-type: none"> II. Using the ALM tool, or a comparable industry tool that automates the process of software development and delivery by documenting and tracking changes made to an application while providing a consistent environment for collaboration between various IT teams (i.e. Rommana, ALM, Jama Software, Team Foundation Server, etc.). 			

A.2 ERP Functional Analyst (PeopleSoft) – Level 2				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M71	The proposed resource must have a minimum of 5 years of experience within the last 10 years in implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater).			

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M72	The proposed resource must have a minimum of 5 years of experience within the last 10 years developing business or functional requirements for an enterprise application, including providing design ideas for new functionality and documenting functional specification.			
M73	The proposed resource must have a minimum of 5 years of experience within the last 10 years in analyzing and troubleshooting application behaviours, including data related issues, to identify the root cause, document findings and propose recommendations on how to fix the issues, which includes workarounds when required.			

A.5. ERP Technical Analyst (PeopleSoft) – Level 2				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M74	The proposed resource must have a minimum of 5 years of experience within the last 10 years, implementing, upgrading or supporting PeopleSoft Human Capital Management (HCM) version 8.9 (or greater) and PeopleTools version 8.4x, of which at least 8 years is experience with PeopleTools v8.49 or higher.			
M75	The proposed resource must have a minimum of 5 years of experience within the last 10 years installing any PeopleSoft related software products (e.g. Weblogic, Tuxedo, PeopleTools version 8.4x (or higher), Cobol, Crystal, etc.) on Windows, Linux or Unix platforms using PeopleSoft Update Manager to apply application upgrades, patches and maintenance packs.			

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M76	<p>The proposed resource must have a minimum of 10 years of experience within the last 15 years in managing the PeopleSoft HCM environment as it relates to web servers, application server, reporting and process scheduler environments which must include all of the following:</p> <ol style="list-style-type: none"> Configuration and support of PeopleSoft Application Designer; and The migration and execution of PeopleSoft Data Mover, SQR, or SQL; and Following Migration Instructions to migrate PeopleSoft Application Designer projects from source to target environments ; and Troubleshooting and reporting on migration errors, and to stakeholders or internal managed process. 			
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B.5. Business Process Re-Engineering (BRP) Consultant – Level 3				
M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M77	The proposed resource must have a minimum of 10 years of experience within the last 15 years in analyzing business functional requirements to identify information, procedures and decision flows.			
M78	The proposed resource must have a certificate/diploma of formal training in Business Analysis using the Business Analysis Body of Knowledge (BABOK) methodology or another commonly accepted industry standard.			

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B.9. Courseware Developer – Level 3

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M79	The proposed resource must have a minimum 10 years of experience within the last 15 years in developing training materials.			
M80	The proposed resource must have obtained the User Productivity Kit certification.			
M81	The proposed resource must have developed a minimum of four (4) eLearning courses using rapid eLearning tools such As: Adobe Illustrator, Adobe Photoshop, Adobe Captivate, Adobe Dreamweaver, Adobe Contribute, HTML, CSS, Adobe Flash, Articulate by Techsmith, Saba Publisher, and/or Oracle User Productivity Kit (UPK).			

B.9. Courseware Developer – Level 2

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M82	The proposed resource must have a minimum of 5 years of experience within the last 10 years in developing training materials.			
M83	The proposed resource must have obtained the User Productivity Kit certification.			

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M84	The proposed resource must have developed a minimum of two (2) eLearning courses using rapid eLearning tools such As: Adobe Illustrator, Adobe Photoshop, Adobe Captivate, Adobe Dreamweaver, Adobe Contribute, HTML, CSS, Adobe Flash, Articulate by Techsmith, Saba Publisher, and/or Oracle User Productivity Kit (UPK).			
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P. 1. Change Management Consultant – Level 2

M#	Mandatory Technical Criteria	Contractor's to insert demonstrated experience	Met / Not Met	Contractor's Response Cross Reference to TA
M85	The proposed resource must have a minimum of five (5) years of experience within the last 10 years in performing at least 50% of the tasks listed at 3.3.3.1 of Annex A - Statement of Work.			
M86	The proposed resource must have a minimum of two (2) years of experience, within the last six (6) years, planning and implementing Business Change Management strategies on the implementation of an ERP solution.			

2.0 Point Rated Resources Assessment Criteria:

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A.2 ERP Functional Analyst (PeopleSoft), Level 3

PR#	Point-Rated Technical Criteria	Maximum Points	Point Scale	Score	Contractor's Response Cross Reference to TA
PR1	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in working as a Functional Analyst on an enterprise PeopleSoft HCM upgrade project or initiative.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
PR2	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in creating and executing test scenarios and test scripts, creating test data to validate that the application meets the identified requirements, tracking results of testing and identifying areas of improvement where required.	5	1 to less than 2 years = 1 point		
PR3	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in performing and documenting fit/gap analysis within the application to find the	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		

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	best solution to meet a specified requirement.			
	Maximum Points:	15 points	Points Achieved:	
	Minimum Threshold Score to be Responsive:	9 points		

A.3 ERP Programmer Analyst (PeopleSoft), Level 3.

PR#	Point-Rated Technical Criteria	Maximum Points	Point Scale	Score	Contractor's Response Cross Reference to TA
PR4	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in reviewing functional requirements and specifications and providing expertise on PeopleSoft HCM modules and available application functionality.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
PR5	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in performing a review of change requests and their associated costs and analyzing code and objects to determine functional fit.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
Maximum Points:		10 points	Points Achieved:		
Minimum Threshold Score to be		6 points			

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Responsive:

A.3 ERP Programmer Analyst (PeopleSoft), Level 3.					
PR#	Point-Rated Technical Criteria	Maximum Points	Point Scale	Score	Contractor's Response Cross Reference to TA
PR6	Experience of the proposed resource within the last five (5) (as of bid solicitation date), in reviewing functional requirements and specifications and providing expertise on development options using PeopleTools to extend or correct application functionality.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
PR7	Experience of the proposed resource within the last five (5) (as of bid solicitation date), in performing a review of change requests and their associated impact and analyzing code and objects to determine technical fit.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
		Maximum Points:	10 points	Points Achieved:	
		Minimum Threshold Score to be Responsive:	6 points		

A.5 ERP Technical Analyst (PeopleSoft), Level 3
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PR#	Point-Rated Technical Criteria	Maximum Points	Point Scale	Score	Contractor's Response Cross Reference to TA
PR8	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in developing or managing technical aspects of application software, user interfaces and third-party components.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
PR9	Experience of the proposed resource, within the last five (5) years (as of bid solicitation date), in investigating and resolving PeopleSoft HCM process failure, crash or poor system response issue.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points		
		10 points	Points Achieved:		
		6 points			
Minimum Threshold Score to be Responsive:					

A.7 Programmer/Analyst, Level 3					
PR#	Point-Rated Technical Criteria	Maximum Points	Point Scale	Score	Contractor's Response Cross Reference to TA
PR10	Experience of the proposed resource within the last five (5) years (as	5	1 application = 1 point 2 applications = 2 points 3 applications = 3 points		

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	of bid solicitation date), in reviewing functional requirements and specifications and providing expertise on any of the software applications/technologies listed in the list at section 3.3.1.11 of Annex A – Statement of Work with the exception for .NET and HTML.		4 applications = 4 points 5 applications or more = 5 points	
PR11	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in performing a review of change requests and their associated costs and analyzing code and objects to determine functional fit.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points	
Maximum Points:		10 points	Points Achieved:	
Minimum Threshold Score to be Responsive:		6 points		

A.8 Systems Analyst Level 3			
PR#	Point-Rated Technical Criteria	Maximum Points	Contractor's Response Cross Reference to TA
PR12	Experience of the proposed resource within the last five (5) years (as	5	
		1 to less than 2 years = 1 point	
			Score
			Point Scale

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	of bid solicitation date), in reviewing functional requirements and specifications and providing expertise on software applications and available application functionality.		2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points	
PR13	Experience of the proposed resource within the last five (5) years (as of bid solicitation date), in performing a review of change requests and their associated costs and analyzing code and objects to determine functional fit.	5	1 to less than 2 years = 1 point 2 to less than 3 years = 2 points 3 to less than 4 years = 3 points 4 to less than 5 years = 4 points 5 years = 5 points	
Maximum Points:		10 points	Points Achieved:	
Minimum Threshold Score to be Responsive:		6 points		

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FORM 2
CORPORATE MANDATORY CRITERIA
REVISED FEBRUARY 28TH, 2022

CM#	Corporate Mandatory Criteria	Bidder Substantiation	Reference to additional Substantiating Materials included in Bid
CM1	<p>The Bidder must provide two (2) contracts that demonstrate its experience providing PeopleSoft Human Capital Management (HCM) systems services, as a prime contractor.</p> <p>Each single contract must have been:</p> <ol style="list-style-type: none"> 1. for the support of PeopleSoft HCM system: <ol style="list-style-type: none"> a) at version 8.9 or higher b) using PeopleTools v. 8.49 or higher c) for a minimum of 5,000 users 2. for a duration of 24 consecutive months within the last 60 months (as of bid solicitation date) 3. with a separate and distinct business client; and 4. for Work performed at the client site (i.e. not using a service delivery centre). 5. with a minimum value of \$4M applicable taxes and amendments included. <p>For CM1, the Bidder must confirm its experience by submitting customer reference for each contract provided.</p> <p>The customer reference must include the following:</p> <ol style="list-style-type: none"> 1. Name of the organization; 2. Size of organization; 3. The contract number; 		

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<p>4. A brief description of the services provided;</p> <p>5. The name, the telephone number and e-mail address of the organizations' contact responsible for the Contract;</p> <p>6. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the contracts;</p> <p>7. The PeopleSoft version(s) supported.</p> <p>The information listed above must be submitted with the bid using Form 5 – Customer Reference Contact Information Form. If any of the information is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within this time frame will render the bid non-responsive.</p> <p>It is the Bidder's responsibility to ensure that any information provided is accurate.</p> <p>The Bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer for the work. If the Bidder's contract was to perform work which another entity had itself first been contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</p> <p>Bidders are reminded that a Supply Arrangement or Standing Offer is not a</p>		
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	<p>contract and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract experience. For example if the Bidder references is TBIPS SA number such as EN578-170432/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.</p>		
CM2	<p>The Bidder must demonstrate that it has provided qualified resources in one (1) of the two(2) contracts provided above (CM1), which include the following:</p> <ol style="list-style-type: none"> 1. Have provided a minimum of six (6) resources working simultaneously for a period of at least twelve (12) consecutive months. <p>NOTE: The requirement for a minimum of six (6) resources working simultaneously for a period of twelve (12) consecutive months means that over this twelve (12) month period there must have been at least six (6) resources working concurrently as described in the paragraph (c) of the Corporate Mandatory Criteria under the same contract. The Bidder must demonstrate that at least six (6) resources were provided every month for the entire twelve (12) months period. There must not have been a break in service from any of the resources from one month to the next for the entire twelve (12) months. For example, if the Bidder was able to provide 15 resources throughout months 1 to 3 and 6 to 12, but could</p>		

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<p>only provide 4 resources during months 4 to 5, then they would be considered non-compliant due to the inability to meet the requirements of Corporate Mandatory Criteria CMC1 (c) as the Bidder did not provide the minimum number of resources for the entire twelve (12) months period.</p> <p>For CM2, the Bidder must confirm its experience by submitting customer reference for each contract provided.</p> <p>The reference must include the following:</p> <ol style="list-style-type: none"> 1. Name of the organization; 2. Size of organization; 3. The contract number; 4. A brief description of the services provided; 5. The name, the telephone number and e-mail address of the organizations' contact responsible for the Contract; 6. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the contracts; 7. The PeopleSoft version(s) supported. <p>The information listed above must be submitted with the bid using Form 5 – Customer Reference Contact Information Form. If any of the information is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within this time frame will render the bid non-responsive.</p>		
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	<p>It is the Bidder's responsibility to ensure that any information provided is accurate.</p> <p>The Bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer for the work. If the Bidder's contract was to perform work which another entity had itself first been contracted to perform, the Bidder will not be considered the prime contractor. For example, Z (customer) contracted with Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</p> <p>Bidders are reminded that a Supply Arrangement or Standing Offer is not a contract and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract experience. For example if the Bidder references is TBIPS SA number such as EN578-170432/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.</p>		
CM3	<p>The Bidder must provide a Diversity and Inclusion plan. The Diversity and Inclusion plan must contain:</p> <p>1. Recruitment Strategy : The proposed strategy must demonstrate targets for the recruitment of diverse groups of women, men and gender</p>		

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<p>diverse people as well as persons with disability:</p> <p>a. In which capacity will the new resources from diverse groups or persons with disability be employed?</p> <p>b. How will the Bidder intends to increase the number of diverse groups or persons with disability?</p> <p>c. Does your organization have an internal Diversity and Inclusion development program(s) including career development and training or in partnership with a Co-op program(s) with Canadian Universities and/or Colleges:</p> <p>i. If yes, describe your program(s) or your involvement with Canadian Universities and/or Colleges.</p> <p>ii. If no, how do you intend to develop a program(s) or partnership?</p> <p>2. GBA+ Data Collection Analysis Initiatives: This section must provide data supporting ongoing efforts to ensure that gender, diversity, and inclusion considerations are integrated in the development and renewal of your organization recruitment/retention plans, policies, programs, and services.</p> <p>Links:</p> <p>Gender-based Analysis</p> <p>Gender-Based Analysis - Canada.ca</p> <p>Gender-based Analysis Plus (GBA+)</p> <p>https://women-gender-equality.canada.ca/en/gender-based-analysis-plus.html</p>		
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FORM 3
CORPORATE POINT-RATED CRITERIA
REVISED FEBRUARY 28TH, 2022

CPR#	Corporate Point-Rated Criteria	Maximum Points	Points Scale
CPR1	<p>In addition to the two (2) contracts provided in CM1, the Bidder should demonstrate its experience providing PeopleSoft Human Capital Management (HCM) systems services, as a prime contractor, through other contracts, which meet all of following:</p> <p>Each single contract should have been:</p> <ol style="list-style-type: none"> 1. for the support of PeopleSoft HCM system: <ol style="list-style-type: none"> a. at version 8.9 or higher b. using PeopleTools v. 8.49 or higher c. for a minimum of 5,000 users 2. for a duration of 24 consecutive months within the last 60 months (as of bid solicitation date) 3. each contract with a separate and distinct business client 4. for Work performed at the client site (i.e. not using a service delivery centre). <p>The Bidder should demonstrate its experience providing services under the other contract(s) and should submit customer references for each contract provided.</p> <p>The references should include the following:</p> <ol style="list-style-type: none"> 1. Name of the organization; 2. Size of organization; 3. The contract number; 	6	<p>1 additional contract to those provided in CM1 = 2 points</p> <p>2 additional contracts to those provided in CM1 = 4 points</p> <p>3 additional contracts to those provided in CM1 = 6 points</p>

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<p>4. A brief description of the services provided;</p> <p>5. The name, the telephone number and e-mail address of the organizations' contact responsible for the Contract;</p> <p>6. The dates (dd/mm/yyyy) for both the start and end date (if applicable) of the contracts;</p> <p>7. The PeopleSoft version(s) supported.</p> <p>The information listed above should be submitted with the bid using Form 5 – Customer Reference Contact Information Form. If any of the information is not submitted, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the information listed above within this time frame will render the bid non-responsive.</p> <p>It is the Bidder's responsibility to ensure that any information provided is accurate.</p> <p>The Bidder should have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer of the work. If the Bidder's contract was to perform work which another entity had itself first been contracted to perform, the Bidder will not be considered as the prime contractor. For example, Z (customer) contracted with Y, in turn, entered into a contract with X to provide all or part of these services to Z. In this example, Y is a prime contractor and X is a subcontractor.</p> <p>Bidders are reminded that a Supply Arrangement or Standing Offer is not a contract and therefore any reference to this type of document will not be accepted for the purpose of</p>		
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	evaluating contract experience. For example if the Bidder references is TBIPS SA number such as EN578-170432/XXX/EL for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract.		
CPR2	The Bidder should provide contract(s) for Work performed or on-going in-service support of a military organization.	4	1 contract = 2 points 2 contracts= 4 points
CPR3	The Bidder should have been providing for a minimum of seven (7) years, support services for PeopleSoft Human Capital Management products and supplying resources performing in-service support tasks as described in the Statement of Work. To demonstrate this, the Bidder must provide a description of the Human Capital Management services provided each year (with tasks such as those described in the SOW).	10 8	1 point per year up to max of 10 points 7 to less than 8 years = 2 points 8 to less than 9 years = 4 points 9 to less than 10 years = 6 points 10 years = 8 points
CPR4	The Bidder should demonstrate that it has successfully led large software upgrade projects to upgrade PeopleSoft Human Capital Management Products applications from older to newer versions, and/or to other PeopleSoft Human Capital Management Products software products. To demonstrate this, the Bidder must provide 2 software development project references. For each submitted project the	20 40	Per project: 5 points – Contract annual value was at least \$ \$500K and less than \$5M 10 points – Contract annual value was \$5M or more 5 points – Contract duration was at least 1 year and less than 2 years 10 points – Contract duration was at least 2 years.

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<p>Bidder should include a copy of the contract cover page and a brief description of the Vendor's role.</p> <p>A "large software upgrade project" being defined as having a contract value of \$500K (including applicable taxes) or more and a duration of at least one year, and having been started or completed within the last 5 years. There must be at least 6 months of Work completed.</p> <p>To demonstrate this, the Bidder must provide 2 software development project references for each submitted project.</p> <p>The characteristics of each project that will be evaluated are:</p> <ul style="list-style-type: none">• Scope (dollar value);• Total annual; contract/tasking expenditure, based on a fixed price arrangement or on per diem rates over at least 5 resource categories; and• Duration – Duration of the contract is including any option periods. <p>A reference for each project including the name, title, organization and recent telephone number is required. If it is a federal government contract, the Bidder must specify the department, title of contract, contract number, value and name</p>		
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	of client contract with recent telephone number. Note: The contract referenced in requirement CM1 may be used for this requirement.		
		MAXIMUM AVAILABLE POINTS:	40 58 points
		MINIMUM POINTS REQUIRED:	24 35 points
		POINTS ACHIEVED:	

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FORM 5
CUSTOMER REFERENCE CONTACT INFORMATION FORM
REVISED FEBRUARY 28th, 2022

Customer Reference Contact Information:	
Name of client organization: _____	
Size of client organization: _____	
Name of client: _____	
Client's title: _____	
Client telephone n°: _____	
Email address: _____	
Contract Information: The Bidder must provide with this Form a copy the reference contract (a copy of the contract cover page, the duration of the Contract and the Statement of Work).	
Contract n°: _____	
A brief description of the services provided: _____	
Start date: _____ End date: _____	
Total contract value (excluding Applicable Taxes and not including amendments): _____	
PeopleSoft Version supported: _____	
By signing below, the Bidder certifies that the information provided in this Form is accurate.	
Signature of authorized representative of the Bidder:	Name: _____ Title: _____ Signature: _____ Date: _____