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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

Informatics Professional Services - EL Division/Services

professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec

K1A 0S5

Title - Sujet Informatics Professional Serv DSB Services Professionnels en Informatique pour DGSN	
Solicitation No. - N° de l'invitation E60ZR-211390/A	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client 20211390	Date 2022-03-10
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-637-40582	
File No. - N° de dossier 637el.E60ZR-211390	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2022-03-28 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Bitsene, Marlene	Buyer Id - Id de l'acheteur 637el
Telephone No. - N° de téléphone (613) 858-9976 ()	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

**BID SOLICITATION # E60ZR-211390/A
FOR A CONTRACT AGAINST A SUPPLY ARRANGEMENT FOR TASK- BASED
INFORMATICS PROFESSIONAL SERVICES (TBIPS)**

WORKSTREAM 1 – WEB DEVELOPMENT

A1 APPLICATION/SOFTWARE ARCHITECT – LEVEL 2, LEVEL 3

A6 PROGRAMMER/SOFTWARE DEVELOPER – LEVEL 2

A7 PROGRAMMER/ANALYST – LEVEL 2

A8 SYSTEM ANALYST – LEVEL 2

A11 TESTER – LEVEL 2, LEVEL 3

A14 WEB DEVELOPER – LEVEL 2

B1 BUSINESS ANALYST – LEVEL 2

B14 TECHNICAL WRITER – LEVEL 3

I2 DATABASE ADMINISTRATOR – LEVEL 3

I3 DATABASE ANALYST / IM ADMINISTRATOR – LEVEL 3

P10 PROJECT SCHEDULER – LEVEL 3

WORKSTREAM 2 – STRATEGIC DEVELOPMENT

B1 BUSINESS ANALYST – LEVEL 3

B7 BUSINESS TRANSFORMATION ARCHITECT – LEVEL 3

B14 TECHNICAL WRITER – LEVEL 3

I11 TECHNOLOGY ARCHITECT – LEVEL 2, LEVEL 3

P5 PROJECT EXECUTIVE – LEVEL 3

P7 PROJECT COORDINATOR – LEVEL 3

P9 PROJECT MANAGER – LEVEL 3

P12 RISK MANAGEMENT SPECIALIST – LEVEL 2

**FOR
PUBLIC SERVICES AND PROCUREMENT CANADA (PSPC)**

The Request for Proposal (RFP) Amendment 005 is raised to answer questions received from Bidders and includes an amendment.

QUESTIONS AND ANSWERS

Q22 - R.1.1, both Workstreams, item ii): This criterion requires that *'The contract must have been completed in the last five (5) years or has been ongoing for a minimum of twelve (12) months (prior to the bid closing date)'*, yet *'The window of acceptable experience has been expanded from 5 to 15 years for this point rated criterion'*. There appears to be a disconnect. Please confirm that any supporting contracts must have been completed within the last fifteen (15) years and remove the requirement *'...or has been ongoing for a minimum of twelve (12) months (prior to the bid closing date)'*. Please advise.

A22 - This criteria For M.1.1 states that the contract must have been completed in the last five (5) years or has been ongoing for a minimum of twelve (12) months (prior to the bid closing date)' However, for R.1.1 The window of acceptable experience has been expanded from 5 to 15 years for this point rated criterion.

Q23 – In follow-up to Q&A #6 and #7 in Amendment 2, this RFP requires a substantial effort to compile a response, including 16 client references (across both Workstreams). Each client reference that does not have direct-match TBIPS categories requires “a minimum of 50% of the tasks identified in Article 3.2 of Annex A – Statement of Work.” Each resource category has at least 15 tasks, which could result in PSPC reviewing up to 1,200 tasks per Bidder (6 categories per reference x 8 references in Workstream 1 + 4 categories per reference x 8 references in Workstream 2 = 80 categories total. 80 resource categories x 15 tasks = 1,200 tasks). To manage the level of effort to develop a response, as well as the level of effort to evaluate submissions, would PSPC consider amending M.1.3. and R.1.1. to replace “iv” with:

iv. Canada understands that the category names may not be identical to the referenced contracts. Canada will accept equivalent resource categories under different titles as long as the work performed by the Bidder's resources aligns to 50% of the tasks listed under Article 3.2 of Annex A, Statement of Work. For equivalent resource categories under a different title the Bidder must provide either:

- a) Letter signed by the client, or an email confirmation from the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include a minimum of 50% of the tasks identified in Article 3.2 of Annex A – Statement of Work; **OR**
- b) Bidders must complete the “Resource Details” section of the “CLIENT REFERENCE FORM FOR M.1.3” to demonstrate the tasks performed under the contract with a cross reference to each specific SOW associated task.

A23 - Please refer to answers 6 and 7 as part of RFP Amendment number 002.

Q24 - In follow-up to Q&A #4 in Amendment 2, the answer includes “private sectors are also acceptable”. We believe this jeopardizes the integrity of the original requirement, which was for work performed “in a government environment.” Can PSPC please confirm “private sectors are also acceptable” has been removed?

A24 – No, There is no change to the answer provided to question 4 under RFP amendment 002.

Q25 - With respect to M.1.3, there appears to be some discrepancies between the stated criteria and the M.1.3 Client Reference Form:

- The M.1.3 criteria requires Bidders to submit information about individual contracts (i.e. contract value must be \$2,00,000.00 minimum, contract period must be completed within the last 5 years, or ongoing for minimum 12 months, etc.).
- The M.1.3 Client Reference Form has fields requesting information about projects (Project Value to Bidder, Project start and end date).

Most large scale IT professional services contracts support multiple projects for a single client. Please confirm Bidders should complete the M.1.3 Client Reference Form with information about individual contracts not projects, and Bidders can amend all instances where the form says ‘project’ to ‘contract’.

A25 – The client reference form is amended as per the amendment below.

Q26 - Amendment # 2 Q&A 6 (c), states “We will not accept references without a signed letter by the client”.

Using the original RFP wording, if all categories being used to demonstrate the experience are category to category and no equivalencies are being used then there is no requirement to have a reference or a letter signed. Can the Crown please confirm that the statement in response to Amendment 2 Q&A # 6 (c) was not intended to change the requirement and that a signed letter in response to M.1.3 and R.1.1 (both workstreams), is only required if a bidder is using equivalent resources categories as per criteria iv?

A26 – The question 6 (c) Specific to R.1.3, would PSPC accept client contact information in lieu of signed client letters, as well as implement the following clause in the RFP?

The answer was “We will not accept references without a signed letter by the client”. Which means we won’t accept the client contact information instead of a signed letter.

Q27 - M.1.1 states : The Bidder must have billed more than \$2M (in Canadian dollars including taxes) providing Informatics Professional Services for a twelve (12) month period of the 36 months preceding the posting date of this solicitation.

Would you please confirm this is cumulative and can be met using more than one contract using the same 12 month period within the last 36 months

A27 – Yes the total billing of \$2M can be cumulative using more than one contract under the same timeline.

Q28 - Can the Crown please confirm that if a vendor is named as the primary vendor on a contract held in a joint venture that they are able to leverage the experience gained through the contract to meet the mandatory and rated requirements.

A28 – Please refer to **PART 3 - BID PREPARATION INSTRUCTIONS**, article **3.1 Bid Preparation Instructions**, sub-article (g) **Joint Venture Experience**

Q29 - Reference: RFP Workstreams 1 & 2, M.1.3 and R.1.1 (pages 110, 112, 117 and 119)

Regarding both Workstreams 1 & 2, for M.1.3 – bidders are required to submit two (2) contract references, additionally for R.1.1 – bidders are required to submit eight (8) or more contract references to receive 30 points. Please confirm that if a bidder submits two (2) contract references for M.1.3 and six contract references in R.1.1 (for a total of eight (8) contract references across both criteria), this would result in 30 points under R.1.1. This would align to the point structure starting with three (3) contracts and ending with 8+ contracts for 30 points with the inclusion of the two (2) initial contracts provided in M.1.3.

A29 – Yes bidders can provide 2 references for M.1.3 and 6 references for R.1.1 for a total of 8 references resulting in 30 points under R.1.1

Q30 - Reference: RFP Workstream 1 M.1.3 and R.1.1 (pages 110 and 117) For Workstream 1, M.1.3 and R.1.1 require the provision of a team consisting of six (6) or more resource categories. Due to the wide spectrum of categories across multiple TBIPS streams required under this solicitation and that many Government clients separate contracts into different workstreams with limited TBIPS streams per contract, making it challenging to demonstrate a wide range of categories under one (1) contract, as such would the Crown please consider reducing these requirements from six (6) resource categories to four (4) resource categories?

A30 – No, the contract must have included the provision of resources in at **least 6 of the resource categories** (or equivalent resource categories under a different title) identified in M.1.3/R.1.1.

Q31 - we respectfully request an additional two-week extension to the current closing date, this additional time will enable us to deliver a competitive response to PSPC.

A31 – Please refer to answer 7 as part of RFP Amendment number 002

Q32 - M1.3 and R1.1 in both workstreams state that the resources supplied must be at Level 2 and 3, however many contracts are comprised of a combination of Level 3, Level 2 and Level 1 resources. Further, on these contracts with a mix of Level 3, Level 2, and Level 1 roles, often Level 3 resources are placed in lower-level roles because that is the only option on the client contract. Given this, would the Crown please allow resources to be mapped from lower levels (ie. Level 1 or Level 2) up to higher levels (Level 3) as long as the client is willing to attest that the resources placed were Senior level resources?

A32 – We accept under the condition that the client can attest that the resources placed were Senior level resources.

Q33 - we respectfully request a two (2) week extension of the submission deadline to April 11, 2022.

A33 – Please refer to answer 7 as part of RFP Amendment number 002

AMENDMENT

At **APPENDIX A TO ATTACHMENT 4.1**

Delete in its entirety

Insert:

APPENDIX A TO ATTACHMENT 4.1

CLIENT REFERENCE FORM FOR M.1.3		
WORKSTREAM <<insert workstream number and workstream name>>		
	Bidder Name	
	Bidder Assigned Contract Reference Number	
Customer Contact Information	Name of Organization	
	Contract Title	
	Client Contact Name and Title	
	Contact Information (telephone and email)	
Contract Detail	Contract Value to Bidder	
	Contract start and end date (mm/yyyy to mm/yyyy) of the Bidder's time on the Contract	
	Client Contract overview and Bidder's role on the Contract	
	List of resource categories (minimum of 6 (for Workstream 1) or 4 (for Workstream 2)) identified in M.1.3 which were on the Contract at the same time and for at least six months	

olicitation No. - N° de l'invitation
E60ZR-211390/A
Client Ref. No. - N° de réf. du client
E60ZR-211390

Amd. No. - N° de la modif.
005
File No. - N° du dossier
637el. E60ZR-211390

Buyer ID - Id de l'acheteur
637el
CCC No./N° CCC - FMS No./N° VME

CLIENT REFERENCE FORM FOR M.1.3		
WORKSTREAM <<insert workstream number and workstream name>>		
	The reference Contract was completed in the last five (5) years or on going for 12 months prior to the bid closing date	NO YES
	Value of Contract was \$2M or greater	NO YES
Resource Details		
Resource Category and level	Equivalent Resource Category (as it appears in the referenced contract)	Tasks performed under the contract with a cross reference to each specific SOW associated task For equivalent resource categories, the tasks performed match at least 50% of the tasks listed under Article 3.2 of Annex A, Statement of Work
NOTE: The requirement to list at least 50 % of the Statement of Work tasks applies to the "equivalent resources" and <u>does not apply to</u> referenced contracts that include <u>the same or higher level categories</u> of the RFP. However a summary of the scope, resource categories provided and key responsibilities specific to the development of the Informatics professional services must be provided and supported by a letter signed by the client or an e-mail confirmation from the client and not by the bidder.		

ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED