

<b>RETURN BIDS TO:</b> <b>RETOURNER LES SOUMISSIONS À :</b> Public Safety and Emergency Preparedness Canada	<b>Title – Sujet</b> Guidelines on Supporting Victims and Survivors of <b>Forced Labour</b> for Front-line Community Workers	
Contracting and Procurement Section	Solicitation No. – Nº de l'invitation 202102603A	Date 2022-03-24
contracting@ps-sp.gc.ca Attention: Denise Desserud	Solicitation Closes – L'invitation prend finAt – à02:00 PMOn – le2022-04-05	Time Zone Fuseau horaire
		EDT
	Delivery Required – Livraison exigée	
	See Herein	
QUESTION AND ANSWER #1 QUESTION ET RÉPONSE NO 1	Address Enquiries to: - Adresser toutes questions à: Denise Desserud	
Offer to: Public Safety and Emergency	<b>Telephone No. – N° de telephone</b> (343) 572-3587	FAX No. – Nº de FAX N/A
Preparedness Canada	Destination – of Goods, Services and Constructi	
	Destination – des biens, services et construction:	
We hereby offer to provide to Canada, as	Public Safety Canada	
represented by the Minister of Public Safety and Emergency Preparedness Canada, in accordance with the terms and conditions		
set out herein or attached hereto, the goods,	K1A 0P8	
services, and construction detailed herein	Security – Sécurité	
and on any attached sheets.	No security requirement	

Offre au: Minitère des Sécurité publique et Protection civile Canada

Nous offrons par la présente de fournir au Canada, représenté par le ministre de la Sécurité publique et Protection civile Canada, aux conditions énoncées ou incluses par référence

dans la présente et aux annexes ci-jointes, les biens, services

et construction énumérés ici et sur toute feuille ci-annexée.

Comments – Commentaires:	Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Instructions: See Herein Instructions: Voir aux présentes		
Vender/Firm Name and Address Raison sociale et adresse du Fournisseur/de l'entrepreneur		
<b>Issuing Office – Bureau de distribution</b> Public Safety and Emergency Preparedness Canada Contracting and Procurement Section 269 Laurier Avenue West 13 <sup>th</sup> Floor, Office 13B Ottawa, Ontario K1A 0P8	Telephone No. – N° de telephone Facsimile No. – N° de télécopieur Name and title of person authorized to sign on behalf of Vendor/Fir (type or print) Nom et titre de la personne autorisée à signer au nom due fourniss de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
	Signature Date	

Guidelines on Supporting Victims and Survivors of Forced Labour for Front-line Community Workers





#### Question #1:

Would this process be considered instead as a grant-based project versus a bid?

## Answer #1:

This process is a request for proposal (RFP) for a contractor to develop guidelines on behalf of Public Safety Canada. All documentation produced as part of this contract will be deemed the property of Public Safety Canada.

## Question #2:

Due to the time it takes to formalize collaborations, is Public safety open to accepting the list of partners/contributing organizations on the project later on, after the RFP has been submitted?

#### Answer #2:

As indicated on Page 35 of the RFP, bidders are <u>encouraged</u> to form partnerships and collaborate with skilled experts (researchers, service providers, training developers) who can provide the skill set required to undertake the work described herein.

#### Question #3:

How many partner organizations are you wanting to see?

#### Answer #3:

This is to the bidder's discretion. As indicated on page 35 of the RFP, bidders are <u>encouraged</u> to form partnerships and collaborate with skilled experts (researchers, service providers, training developers) who can provide the skill set required to undertake the work described herein. Public Safety Canada is not looking for a minimum or maximum amount of partner organizations.

#### Question #4:

What are your expectations for the size of this guide? Would this be more of a short, 20 page or less document, or are you wanting to see a comprehensive, 50+ page project?

#### Answer #4:

This is to the bidder's discretion. Public Safety Canada is looking for guidelines that meet the objectives stated within the RFP and keeping into consideration that the ultimate audience is front-line community workers.

### Question #5:

Is there support to request funds to travel to visit with communities in person that would be potential contributors to the project?

#### Answer #5:

As indicated on page 44 of the RFP, any travel that is required for meetings, presentations, etc., may be reimbursed according to the Treasury Board of Canada Secretariat's Directive on Travel, Hospitality, Conference and Event Expenditures, which may be consulted at <u>https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=27228</u>. Please note that the Contractor will be required to seek PA approval for funding reimbursement prior to the Contractor's departure for travel.

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#### Question #6:

Is there openness to extend the workplan beyond March 31, 2023? We ask as it depends on how broad the scope of the project is, which may require a longer workplan.

# Answer #6:

Yes, there is openness to extend the workplan beyond March 31, 2023 if there is a good rationale for it. The chosen Contractor will be required to attend a kick-off meeting with Public Safety Canada's Project Authority to discuss the overall scope of the work, timelines, the and the provisional work plan, at which time the deadline can be discussed.

