



RETURN BIDS TO :
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Bid Receiving - Réception des soumissions:

Correctional Service Canada (CSC) – Service
correctionnel Canada (SCC)
Danielle.blanchet@csc-scc.gc.ca

Attention :
Danielle Blanchet
Senior Contract Officer

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

Proposal to: Correctional Service Canada

The referenced document is hereby revised; unless otherwise
indicated, all other terms and conditions of the Solicitation
remain the same.

Proposition à: Service Correctionnel du Canada

Ce document est par la présente révisé; sauf indication
contraire, les modalités de l'invitation demeurent les mêmes.

Comments — Commentaires :

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT – CE DOCUMENT COMPORTE DES
EXIGENCES RELATIVES À LA SÉCURITÉ.

Issuing Office – Bureau de distribution

Correctional Service Canada (CSC)
340 Laurier Ave West
Ottawa ON K1P 0P9

Title — Sujet: Change Management Consultant	
Solicitation No. — No. de l'invitation 21120-22-4032039/A	
Solicitation Amendment No. — No. de modification de l'invitation 001	Date: June 29th. 2022
GETS Reference No. — No. de Référence de SEAG	
Solicitation Closes — L'invitation prend fin at /à : 2 :00pm EDT on / le : July 18th, 2022	
F.O.B. — F.A.B. Plant – Usine: ___ Destination: ___ Other- Autre: ___	
Address Enquiries to — Soumettre toutes questions à: Danielle Blanchet Danielle.blanchet@csc-scc.gc.ca	
Telephone No. – No de téléphone: 506-377-9624	Fax No. – No de télécopieur:
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Instructions: See Herein Instructions : Voir aux présentes	



Solicitation Amendment 001 is issued to

1. Respond to questions 4 of 4 received during the solicitation period;
 2. Amend Attachment 2 to Part 4, Technical Criteria.
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1. Questions and Answers 4 of 4:

Question 1: With the limited availabilities of consultants due to vacation and a sudden influx of RFP's also due on July 12th, 2022. Can the Crown please grant an extension deadline to July 18th, 2022 to allow sufficient time for questions to be answered and a qualified resource to be identified?

Answer 1: The closing date on page 1 of the bid solicitation has been changed to 2:00pm EDT on July 18th, 2022.

Question 2: Has there been an incumbent within twelve months (or greater) either as a Term, Casual, or Agency Contract (THS, TSPS, TBIPS) performing these duties?

-If so, what is the name of the incumbent Vendor, and have they been invited?

-If so, can you provide the number of days worked on said contract along with the dollar value?

Answer 2: No, there was not an incumbent within twelve months (or greater) either as a Term, Casual, or Agency Contract (THS, TSPS, TBIPS) performing these duties.

Question 3: After reviewing the statement of work in detail, we believe that the work can only be done by someone who has experience working on the Workplace Wellbeing program(s) within the Federal Government. Anyone without this experience will have a difficulty producing or managing the requested deliverables.

Having said that, we would like to respectfully request the Crown to add the following in the Mandatory Criteria M1: **“At least one of the three projects are related to Workplace Wellbeing.”**

Answer 3: We have updated the Mandatory Criteria M1 to include “At least one of the three projects are related to Workplace Wellbeing or an equivalent program within a Government of Canada department or Agency, Crown Corporation or Provincial Government department or Agency.” The attachment 2 to Part 4, Technical Criteria has been updated accordingly.

Question 4: Would the client accept a team approach? We believe that they could benefit from at least one additional resource on this project.

Answer 4: We require one (1) resource for this requirement.

2. Amend Attachment 2 to Part 4, Technical Criteria:

Delete: **Attachment 2 to Part 4, Technical Criteria** in its entirety; and

Insert: The new included **Attachment 2 to Part 4, Technical Criteria**.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.



ATTACHMENT 2 TO PART 4, TECHNICAL CRITERIA

Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive.

M1	<p>The Bidder's proposed resource must have completed three (3) projects* in which they developed and implemented a Change Management Framework (method used to outline plans to achieve future goals) for a Government of Canada (GoC) department or Agency, Crown Corporation or Provincial Government department or Agency.</p> <p>Each project must have been completed for an organization that has in excess of 500 employees.</p> <p>*At least one of the three projects must be related to Workplace Wellbeing or an equivalent program within a Government of Canada department or Agency, Crown Corporation or Provincial Government department or Agency</p> <p>Note: Admissible GoC Crown Corporations and Agencies are found in the following links: http://www.tbs-sct.gc.ca/gov-gouv/rc-cr/links-liens-eng.asp http://www.canada.ca/en/gov/dept/</p> <p>Bidders should provide the following details as to how the stated experience was obtained:</p> <ol style="list-style-type: none"> 1. Name of the client organization(s) and contact information; 2. Start and end dates of the projects; 3. Nature and scope of the services provided; 4. A reference that can confirm the proposed resource's experience. <p>The Bidder's / proposed resource's experience must have been acquired in the past seven (7) years prior to date of bid closing.</p>	
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