



**RETURN BIDS TO:**

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Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

11 Laurier St. / 11, rue Laurier

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Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Informatics Professional Services Division / Division  
des services professionnels en informatique

Les Terrasses de la Chaudière

10, rue Wellington, 4ième

étage/Floor

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> TBIPS myEMS (SAP) Solution-Support TBIPS myEMS (SAP) Solution - Support Services	
<b>Solicitation No. - N° de l'invitation</b> G9292-248331/B	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 100018331	<b>Date</b> 2022-09-28
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZM-644-41109	
<b>File No. - N° de dossier</b> 644zm.G9292-248331	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Daylight Saving Time EDT <b>on - le 2022-10-13</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Sekret, Nataliya	<b>Buyer Id - Id de l'acheteur</b> 644zm
<b>Telephone No. - N° de téléphone</b> (343) 551-1763 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## AMENDMENT NO. 002

This amendment is raised to revise the solicitation and to answer bidders' questions.

### 1. QUESTIONS AND ANSWERS

**Question 1:** Under Part 1, General Information, 1.2 Summary, (b), Canada indicates that it has the right to award up to two contracts however does not explain the process or how the contracts will be split between two bidders. Please provide a breakdown (i.e percentage of the split), how the distribution of Task Authorizations will occur, etc. We do not believe this has been provided in the bid solicitation.

**Answer 1:** In the event that two contracts are awarded as a result of this solicitation process, the allocated amount of the Limitation of Expenditure (total amount determined at Canada's discretion) of each contract will be determined in accordance with the method described in section 4.4 Basis of Selection, (b) Contract Funding Allocation.

**Question 2:** Under Part 2, Bidders Instructions, 2.1d a.), please confirm that a bidder does not have to provide an integrity provisions document?

**Answer 2:** If at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA), the Bidder already provided a list of names, as requested under the Ineligibility and Suspension Policy, then the Bidder does not have to provide an integrity provisions document. During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of names.

**Question 3:** Under Part 3, Section 3.2, a.) v. Customer Reference Contact Information, Canada is requesting customer references to sign a reference template provided by the bidder which includes a details such as number of days worked between time periods. Should bidders also provide copies of invoices to support the number of days billed for the client reference templates required for the mandatory corporate criteria as proof?

**Answer 3:** No, Canada does not require copies of invoices for the mandatory corporate criteria.

**Question 4:** There is conflicting information within the contents of this RFP regarding meeting the needs of task authorizations: Under section Part 7 Resulting Contract Clauses, 7.2 Task Authorizations, h.) refusal of Task Authorizations, the contractor is not required to submit a response to every draft TA and can refuse six instances and after six instances may be suspended for future TA's AND also in section 7.10 Payment, F.) Payment credits, I.) Failure to provided resources, providing professional service resource with all the required qualifications, it must credit to Canada an amount equal to per diem rates up to 10 days. Please elaborate on the obligations to fulfill Task Authorizations.

**a) :** How will Canada distribute/alternate Task Authorizations among vendors?

**Answer a):** In the event that two contracts are awarded as a result of this solicitation process, Canada will send the first draft Task Authorization to the Contractor ranked first as determined under the evaluation process in the bid solicitation that resulted in the award of this series of contracts. It is Canada's intention to alternate subsequent TAs between all Contractors in this series of contracts, based on the percentage values determined by the Contract Fund Allocation Formula. Please refer to 7.2 Task Authorization, section (b) Allocation of Task Authorization.

**b):** What happens if both vendors refuse Task Authorizations?

**Answer b):** In the event that two contracts are awarded as a result of this solicitation process, if none of the Contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means. Please refer to 7.2 (b) (iii).

**c):** Does one vendor receive the equivalent funds for the Task Authorizations that were not provided (refusal of TA) by the other vendor.

**Answer c):** In the event that two contracts are awarded as a result of this solicitation process, if the Contractor refuses a TA or fails to submit a valid response, the dollar value of the TA may be subtracted from the dollar value of the Contractor's contract and may be re-allocated, at the Contracting Authority's sole discretion, in whole or in part, to the other Contractor(s). This decrease will be evidenced for administrative purposes only through a contract amendment issued by the Contracting Authority (which does not require the agreement of the Contractor). Please refer to 7.2 (b), (iv).

**d):** Please explain why Canada has selected up to six instances of refusal prior to a vendor being suspended?

**Answer d):** This number has been set by Canada and is considered appropriate for this method of supply.

**e)** If the intent of this solicitation is to gain the services of vendors that are able to support the Statement of Work, why would Canada allow for six instances of refusal?

**Answer e):** Please see Question and Answer No. 6, d) above.

**Question 5:** Under Part 5, Certifications and Additional Information 5.1 b.) Professional Services Resources, iii.) permission to bid a individual-the solicitation indicates that by simply submitting a bid, the bidder certifies that it has permission to bid that individual and IF requested must provide written confirmation that it had permission. If the bidder fails to comply, it may be declared non-responsive.  
We request that Canada request the permission to bid individuals at time of bid closing or change the statement from "may" to "will" be declared non responsive. In recent history, bidders have not provided these documents and have remained compliant with Canada. In order to avoid challenges, we request that Canada initiate this process at bid closing.

**Answer 5:** Canada will not change this requirement as requested.

**Question 6:** Under Section 7 Resulting Contract Clauses, Appendix A to Annex A Tasking Assessment Procedure, 1. We request that Canada change the number of working days to submit a quotation from a minimum of 2 days to 5 days.

**Answer 6:** Canada will not change this requirement as requested.

**Question 7:** Under Section 7 Resulting Contract Clauses, Appendix C to Annex A, Note: When providing date ranges, Canada request that Contracts use format MM/DD/YYYY to MM/DD/YYYY. For this instance, as well as all other usage of dates (unless an exact time period is required) that mm/yyyy is used. It is extremely onerous for bidders/resources to determine the exact calendar date for time periods and mostly all solicitations presented by Canada only require the month and year.

**Answer 7:** Canada will not change this requirement as requested.

**Question 8:** Under Section 7, Appendix D to Annex A, Certification at the TA stage, bidders are requested to certify education and experience, availability of personnel, status of personnel, and certification of language. Please confirm that bidders must also provide the certification document at time of bid closing for the resources presented in the bid solicitation. If this is not the case, can Canada please provide which resources will be required at time of bid closing/award in order to ensure bidders can provide resources in their submission that are available to support this contract.

**Answer 8:** The resources that will be evaluated as part of this bid solicitation are listed at Section 4.2 (c) (i). As indicated at section 4.2 (ii), Additional Resources will only be assessed after contract award once specific tasks are requested of the Contractor.

**Question 9:** Please confirm that bidders need to provide supporting invoices for the mandatory corporate criteria (MTC1, MTC2 and MTC3) for number of days?

**Answer 9:** No, copies of invoices are not required in response to MTC1, MTC2 and MTC3.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**