



November 18, 2022

ADDENDUM No. 004

RFP No: SEN-034 22/23

Title: Senate of Canada Net Zero 2030 Project

The following shall be read in conjunction with and shall form an integral part of the Bid and resulting Contract documents. All other terms and conditions remain the same.

Question and Answer

Q4:

- a. What level of security (clearance) is required for these individuals?
- b. Do these individuals need to have the security clearance at the time of proposal submission, or can they apply for it at the time of contract award, if applicable?
- c. If the application process is already underway at the time of filing the proposal, is this considered acceptable? Certainly, it is difficult to predict how long it will take to process such a request.

A4:

- a. As per Part 2. Bidders Instructions, section 13. Level of Security item II, to award the contract to the successful bidder, they *“must undergo the Senate’s security screening process and successfully obtain Senate security clearance at the level of “site access” or they must have successfully obtained an equivalent or higher security status under the security policy of another Canadian legislature or governmental institution recognized by the Senate. Any equivalent security status or clearance must be approved by the Senate prior to the initiation of any work.”*
- b. No, security clearance is not required upon bid submission. The security clearance process will be completed prior to awarding any contract. The Senate will guide the selected supplier in this process.
- c. See answer a and b above.

Kelly Shields
Senior Procurement Advisor
The Senate of Canada
Proc-app@sen.parl.gc.ca