RETURN BIDS TO:

IRCC.BidsReceiving-Receptiondessoumissions.IRCC@cic.gc.ca

Attn: Jodie Thomas

FOR ELECTRONIC BIDS:

The electronic mailbox is equipped to send an automatic reply to all messages received. If you do not receive an automatic response, please contact the Contracting Authority to ensure your bid was received. Please note that it is the bidder's sole responsibility to ensure that all bids submitted are received in their entirety by Citizenship and Immigration Canada by the closing date and time indicated in this RFP.

IMPORTANT NOTICE TO SUPPLIERS

The Government Electronic Tendering Service on buyandsell.gc.ca/tenders will be the sole authoritative source for Government of Canada tenders that are subject to trade agreements or subject to departmental policies that require public advertising of tenders.

REQUEST FOR PROPOSAL

Proposal To: Citizenship and Immigration Canada We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out thereof.

Instructions: See Herein
Instructions: Voir aux présentes
Issuing Office – Bureau de distribution
Citizenship and Immigration Canada
Procurement and Contracting Services
70 Crémazie
Gatineau, Québec K1A 1L1

Title – Sujet			
Managing Successful Programme® Training			
Solicitation No. – N° de l'invitation	Date		
CIC-155632	January 30 2023		
Amendment Number	001		
Solicitation Closes – L'invitation	Time Zone		
prend fin at – à	Fuseau horaire		
2:00 PM	EST		
on – February 16 2023 F.O.B F.A.B.	EST		
Plant-Usine: ☐ Destination: ☐	Other-Autre: □		
Address Inquiries to: - Adresser tout			
Address inquiries to: - Adresser tour	tes questions a :		
IRCC.BidsReceiving-			
Receptiondessoumissions.IRCC@ci	c.qc.ca		
Telephone No. – N° de téléphone :			
343-553-7603			
Destination - of Goods, Services, an			
Destination – des biens, services et	construction :		
See Herein			
Delivery required - Livraison exigée			
See Herein			
Vendor/firm Name and address			
Raison sociale et adresse du fournisseur/de l'entrepreneur			
Facsimile No. – N° de télécopieur			
Telephone No. – N° de téléphone			
Name and title of person authorized	to sign on behalf of		
Vendor/firm			
Nom et titre de la personne autorisée à signer au nom du			
fournisseur/de l'entrepreneur			
(type or print)/ (taper ou écrire en ca	ractères d'imprimerie)		
(type of print), (taper ou como on ou	actores a imprimerio,		
Signature	Date		



Amendment 001 to CIC-155632

Amendment 001 is raised to do the following:

- 1. Modify Part 4 Evaluation Procedures and Basis of Selection
- 1. **DELETE** Part 4 Evaluation Procedures and Basis of Selection, article 4.1.1.1 Mandatory Technical Criteria, MT1 in its entirety and **REPLACE** with:

4.1.1.1 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.

Mandatory requirements are evaluated on a simple pass or fail basis. Failure by a Bidder to meet any one of the mandatory requirements will render the Bidder's proposal **non-responsive** and will not be given further consideration. The treatment of mandatory requirements in any procurement process is absolute. Each mandatory technical criterion should be addressed separately.

For each project summary provided, Bidders are required to provide specific dates (month and year) of experience as well as the total duration of project (number of months). The month(s) of experience listed for a project whose timeframe overlaps that of another referenced project will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

	Mandato	ry Technical Criteria (MT)		
N	loте то Віdder: Beside each criterion, w addresses	rite the relevant page number(the identified requirement	s) from your pro	posal that
Item	Criteria	Bidder Response	MET / NOT MET	Cross Reference to Proposal (Page#)
MT1	Bidder and/or the Bidders resource must demonstrate that they have provided a minimum of 10 project management (e.g. PMBOK, PRINCE2) training courses within 10 years of the bid closing date to federal public servants within Canada or other jurisdictions or countries. To demonstrate compliance, at the time of bid closing, the Bidder			



must s	ubmit the following for each		
examp	le:		
a.	Name of the client		
b.	Address of the client		
C.	Date the course was		
	administered (in MM-		
	YYYY to MM-YYYY		
	format)		
d.	,		
	performed as part of the		
	training		
	9		

1. **DELETE** Part 4 – Evaluation Procedures and Basis of Selection, article 4.1.1.2 Point Rated Technical Criteria, RT2 and RT3 in their entirety and **REPLACE** with:

4.1.1.2 Point Rated Technical Criteria

Each Technical Bid that meets all the Mandatory Requirements specified above will be evaluated and scored in accordance with the following point-rated evaluation criteria table(s). Each point rated technical criterion should be addressed separately.

For each project summary provided, Bidders are required to provide specific dates (month and year) of experience as well as the total duration of project (number of months). The month(s) of experience listed for a project whose timeframe overlaps that of another referenced project will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

Point Rated Technical Criteria (RT) - Scores

Note to Bidder: Beside each criterion, write the relevant page number(s) from your proposal that addresses the identified requirement. Point rated technical criteria not addressed will be given a score of zero.

Item	Criteria	Rating Standards	Cross Reference to Proposal (Page#)
RT2	The Bidder and/or the Bidders resource should demonstrate that they have provided a minimum of one (1) "Managing Successful Programmes® <u>5th Edition</u> " training course since its publication in 2020.	Points will be awarded as follows: 1 course = 1 point 2 courses = 2 points	
	To demonstrate compliance, at the time of bid closing, the Bidder must submit the following for each example: a. Name of the client b. Address of the client	3 courses = 3 points 4 courses = 4 points 5+ courses = 5 points	



	c. Date the course was administered (in MM-YYYY to MM-YYYY format)d. Tasks that were performed as part of the training	A maximum of 5 points will be allotted for this criterion
RT3	The Bidder and/or the Bidders resource should demonstrate that they have provided a minimum of one (1) "Managing Successful Programmes® 5th Edition" training courses to Federal Public Servants within Canada or other jurisdictions or countries since its publication in 2020. To demonstrate compliance, at the time of bid closing, the Bidder must submit the following for each example: a. Name of the client/department/agency b. Address of the client c. Date the course was administered (in MM-YYYY to MM-YYYY format) d. Tasks that were performed as part of the training	Points will be awarded as follows: 1 course = 1 point 2 courses = 2 points 3 courses = 3 points 4 courses = 4 points 5+ courses = 5 points A maximum of 5 points will be allotted for this criterion

ALL OTHER TERMS AN CONDITIONS REMAIN UNCHANGED

