



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

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT
CE DOCUMENT CONTIENT DES EXIGENCES RELATIVES À LA SÉCURITÉ

RETURN BIDS TO: RETOURNER LES SOUMISSIONS À :

By e-mail to: - Par courriel au :
Jessica.hanschell@tc.gc.ca

Attention: - Attention :
Jessica Hanschell
Procurement Specialist
Transport Canada

Solicitation Closes - L'invitation prend fin

At - à :
2:00 PM - 14:00

On - le :
November 17, 2023 - 17 novembre 2023

Time Zone - Fuseau Horaire :
Eastern Standard Time - Heure Avancée de l'Est

Title - Sujet Analysis and Advisory Services on the Canadian Air Sector Recovery - Services d'analyse et de conseil sur la reprise du secteur aérien canadien		Amendment No. - N° modif. 02
Solicitation No. N° de l'invitation T8080-230168	Date of Amendment Date de modification November 2, 2023 - 2 novembre 2023	
Address enquiries to: - Adresser toute demande de renseignements à : Jessica Hanschell E-Mail Address - Courriel Jessica.hanschell@tc.gc.ca		
Destination See herein - Voir aux présentes		

Instructions: Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

Instructions : Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

Delivery required OR requested Livraison exigée OR demandée See herein - Voir aux présentes OR	Delivery offered Livraison proposée Not applicable - Sans objet
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Person authorized to sign on behalf of Vendor/Firm (type or print): La personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie) :	
Name - Nom	Title - Titre
Signature	Date

1.1 THIS SOLICITATION AMENDMENT IS RAISED TO:

A. Provide clarification and answers to questions from potential suppliers.

1.2 THIS SOLICITATION IS HEREBY AMENDED AS FOLLOWS:

A. Questions and answers:

Question 1	In the evaluation h) of R3, bidders are asked to provide "a breakdown of costs including PM overhead and individual Deliverable level of effort". Can you please confirm what cost information is required? Our understanding is that any financial or pricing information should not be included in the Technical section and only be included in the Financial section.
Answer 1	Item h) listed in Point Rated technical criterion R3 has been removed. Please refer to amended Section C. Point Rated Technical Criteria of ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA below.
Question 2	Can the bidder propose including Optional tasks during the base period of the contract?
Answer 2	The optional tasks will be authorized by Transport Canada and will depend on time and resources available in the base year versus optional years.
Question 3	Is it satisfactory to initially bid with a blinded list of projects with descriptions that we believe fulfill requirements of MT4, MT5, R1 and R2 to inform your initial evaluation and we can broker introductions to client sponsors if/when you are closer to a decision?
Answer 3	Transport Canada requires client reference contact details prior to bid closing to avoid delaying the contract start date. Given that obtaining prior authorization from clients may require some time, Transport Canada may consider confirming with bidders whether client authorization has been obtained before reaching out to references. However, this decision will be at Transport Canada's discretion during the bid evaluation process. Canada reserves the right to verify any and all information presented. Client references would only be used to validate experience stated in bidder's proposals.
Question 4	On page 18, paragraph A, the RFP notes that "For all evaluation criteria listed below in Table 1 Mandatory Technical Criteria and Table 2 Point Rated Technical Criteria, the Bidder and its proposed resource(s) must demonstrate experience using project descriptions which must include the following items listed a) to k):" We interpret this statement as guidance that the bidder can use the qualifications of its proposed team members to address Table 1 MT and Table 2 RT. Is this correct?
Answer 4	Yes, as long as all the information requested is provided.

B. DELETE Section C. Point Rated Technical Criteria of ATTACHMENT 1 TO PART 4 - EVALUATION CRITERIA Technical Evaluation Criteria in its entirety and REPLACE with the following.

C. Point Rated Technical Criteria

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in **Table 2 – Point Rated Technical Criteria** below.

Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

For all evaluation criteria listed in the Point Rated Technical Criteria found in Table 2, with the exception of R4, must list the component items A) to K) identified in Section A.

Table 2 – Point Rated Technical Criteria

Item	Requirement	Maximum Points Available	Cross Reference to Proposal (page #)
<p>R1 Expertise and comprehensive knowledge in Canadian air passenger forecasting</p>	<p>The Bidder should demonstrate the requirements of the R1 criteria by detailing up to five (5) distinct forecasts* already completed within the past ten (10) years from bid closing date. Forecast descriptions should be presented on no more than three (3) pages per forecast, include the items a) to k) in section A above, and a brief description of the methodology used. Only the first three (3) pages presented will be examined. Any additional pages will be ignored as if they were not submitted. The selected forecasts will be rated for relevance to this project, whether the forecast includes Canada national or Canadian airport-specific forecast based on socio-economic and transportation drivers, and whether the air passenger projections cover the COVID-19 period. The bidder should provide and demonstrate:</p> <p>a) Number of relevant previous forecasts at the Canada national or Canadian airport-specific level based on socio-economic and transportation drivers.</p> <p>b) Number of relevant previous projects that include short-term to medium-term air passenger projections covering the COVID-19 period based on key drivers such as macroeconomic, transportation-specific, and public health considerations.</p> <p>*Forecast updates can be counted as separate forecasts.</p>	<p>Maximum score: 20</p> <p>Minimum required: 12</p> <p>a) 10 points: 2 points for each relevant** previous forecast.</p> <p>b) 10 points: 2 points for each relevant*** forecast that includes recovery scenarios for the COVID-19 period.</p> <p>**Defined as forecasts at the Canada national or Canadian airport-specific level based on socio-economic and transportation drivers.</p> <p>***Defined as including short-term to medium-term air passenger projections covering the COVID-19 period based on key drivers such as macroeconomic, transportation-specific, and public health considerations.</p>	
<p>R2 Expertise and comprehensive knowledge in Canadian air sector economics</p>	<p>The Bidder should demonstrate the requirements of the R2 criteria by providing descriptions of up to five (5) distinct relevant* reports of at least 10-pages in length already completed within the past ten (10) years from bid closing date. Report descriptions should be presented on no more than three (3) pages per project, including items a) to k) in section A above. Only the first three (3) pages presented will be examined. Any additional pages will be ignored as if they were not submitted. The selected reports will be rated for relevance* to this project, and the relevance of the topic covered by the selected projects. The bidder should provide and demonstrate:</p> <p>a) Number of relevant previous reports.</p> <p>b) The scope of previous work and coverage of relevant topics such as connectivity, airline competition, fleet forecasting, air passenger outlook, airfare and airline cost analysis.</p> <p>*Relevant is defined as covering the following topics: air connectivity, airline competition, air fleet forecasting, air passenger outlook, airfare and airline cost analysis.</p>	<p>Maximum score: 10</p> <p>Minimum required: 6</p> <p>a) 5 points: 1 point for each relevant* previous report.</p> <p>b) 5 points: 1 point for each relevant* topic covered.</p>	

<p>R3 Understanding of the project and work plan</p>	<p>The Bidder should demonstrate in its Work Plan that its approach and methodology to accomplish the work and to produce the deliverables for each Task in the Statement of Work are comprehensive and demonstrate how the Bidder will complete all aspects of the work, and that the Bidder understands the objectives of the work.</p> <p>The Bidder's Work Plan should also include all chronological steps required from initiation to completion of the contract in order to respect the deadline. Only the first five (5) pages presented will be examined.</p> <p>What the Bidder should provide and demonstrate:</p> <ul style="list-style-type: none"> a) Objectives and scope of work required; b) roles and responsibilities, with hierarchal organization chart; c) assignment of the resources, availability of back-up personnel and, if available, an alternate to the project manager and other key personnel; d) management and organization (reporting structure); e) risk management strategy, demonstrating effectiveness; f) quality control techniques, including S/W version control to be used, and document control; and g) a schedule, including completed Milestone Table, and a demonstration of how the team intends to meet the schedule for each deliverable. The length of the schedule will be evaluated 	<p>Maximum score: 9</p> <p>Minimum required: 6</p> <p>2 points for providing (a) if work plan demonstrates comprehensive* understanding of the objectives and scope of work required</p> <p>2 points if work plan includes detail on roles and responsibilities as described in (b)</p> <p>1 point each for providing details for information requested in c, d, e, f, and g</p> <p>*Comprehensive is defined as having provided details for each of the tasks described in Annex A, with clearly defined scope and objective that aligns with the Statement of Work in Annex A.</p>	
<p>R4 Experience of the team to complete the work</p>	<p>The Bidder should demonstrate the ability of the project personnel to undertake the work described in the Statement of Work. A description highlighting the experience of the personnel with respect to each of the topics described below, in the past fifteen (15) years from bid closing date, relevant to each topic should be provided.</p> <p>In this criterion, items a) to k) in Section A are not required to be demonstrated. Instead, the bidder must demonstrate the following.</p> <p>The experience should be presented on a maximum of five (5) pages for each person, clearly indicating which Task the experience is related to, and a detailed Curriculum Vitae including a list of projects on the relevant topics that the person has worked on. Only the first five (5) pages presented will be examined. Any additional pages will be ignored as if they were not submitted.</p> <p>The experience relevant to each may have been gained in different projects.</p> <p>The Bidder should demonstrate that its resources have the following experience in Canadian air sector economics and air passenger forecasting:</p> <ul style="list-style-type: none"> a. Developing Canadian air passenger forecasts nationally and by sector (domestic, transborder, other international). b. Analysis of the Canadian air sector, such as competition and connectivity. c. Experience developing Canadian fleet forecast. d. Experience in Canadian airfare and airline cost forecasting. e. Experience in other air passenger forecasting topics. 	<p>Maximum score: 10</p> <p>Minimum required: 6</p> <p>2 points for each specified topic (a. to e.) that personnel demonstrate relevant experience in (with a minimum of 5 years of experience)</p>	
<p>Total Possible Points per Resource</p>			<p>49</p>
<p>Minimum Total Possible Score Required per Resource (60%)</p>			<p>29</p>

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.