



<p><b>RETURN BIDS TO:</b> <b>RETOURNER LES SOUMISSIONS À:</b></p> <p><b>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</b></p> <p><b>BID SOLICITATION AMENDMENT MODIFICATION DE LA DEMANDE DE SOUMISSIONS</b></p> <p>The referenced Bid Solicitation is revised in this document; unless otherwise indicated, all other terms and conditions of the Bid Solicitation remain the same.</p> <p>La demande de soumissions citée en référence est modifiée dans ce document; sauf indication contraire, les modalités de la demande de soumissions demeurent les mêmes.</p> <p><b>Issuing Office – Bureau de distribution</b></p> <p>Environment Climate Change Canada</p>	<p><b>Title – Titre</b> Registrar Services in Support of Meteorological Service of Canada Enterprise Quality Management System for the ISO 9001 standard.</p>	
	<p><b>EC Bid Solicitation No./SAP PR No. - N° de la demande de soumissions EC / N° SAP PR</b></p> <p>5000058974</p>	<p><b>Amendment No. - N° de modif.</b></p> <p>002</p>
	<p><b>Date of Bid Solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ)</b> 2023-12-01</p>	
	<p><b>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</b></p> <p><b>at – à 2:00 P.M.</b> <b>on – le 2024-01-25</b></p>	<p><b>Time Zone – Fuseau horaire</b></p> <p>Eastern Daylight Time</p>
	<p><b>F.O.B – F.A.B</b> Destination</p>	
	<p><b>Address Enquiries to - Adresser toutes questions à</b></p> <p>Mitchell Palmer – Mitchell.palmer@ec.gc.ca</p>	
	<p><b>Telephone No. – No de téléphone</b></p> <p><b>613-854-7053</b></p>	<p><b>Fax No. – No de Fax</b></p>
	<p><b>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ)</b>  2024-04-01</p>	
	<p><b>Destination of Services / Destination des services</b></p> <p>See herein</p>	
	<p><b>Security / Sécurité</b></p> <p>There is a security requirement associated with this requirement.</p>	

**The amendment to the bid solicitation is to address the enquiries received:**

**Question 7**

Please identify which facilities perform similar functions. This would allow us to determine where sampling may be utilized.

**Answer 7**

The Meteorological Service of Canada Enterprise Quality Management System ISO 9001 certificate contains the list of the different sites and their respective activities: <https://www.canada.ca/en/environment-climate-change/services/meteorological-service-standards/enterprise-system.html>. That information can be used by the certification body to propose the certification and surveillance audit plan as per ISO requirements.

**Question 8**

Please confirm that you would like to continue the certificate as multisite with 20 locations, with the additional 30 facilities excluded from the certificate. If you would like to plan on including additional sites, we can also address that thru potential sampling.

**Answer 8**

The current number of sites in scope to be certified is 19 as found under the current ISO 9001 certificate and there is no plan to add any other locations, but as a large organization, and being part of the Federal Government, the number of offices and their associated locations from which we operate can vary in time.

**Question 9**

We noted that within the RFP, specifically the Statement of Work (page 28), indicates that in year 1 of the contract (April 1 2024 to March 31 2025) that a transfer and first surveillance audit is required. However, we also noted that your ISO 9001 certificate (DNV) available indicates that within the first year of the contract. Can you please confirm the type of audit that is required within the 1<sup>st</sup> year of the contract (2024), is it a recertification assessment or a first surveillance assessment? Can you also please confirm when your ISO 9001 certificate expires?

**Transfer audit:** The new contractor (certification body) will need to do an assessment of the previous certification body to understand the recertification audit results conducted in the current Fiscal Year (2023-2024).

**Surveillance audit:** The new contractor (certification body) will need to conduct the Surveillance audit 1 in the Fiscal Year 2024-2025.

The MSC-E ISO 9001:2015 certificate expires on June 14, 2024. [Meteorological Service of Canada Enterprise - Quality Management System](#)

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