

Questions and Answers for RFP 20230167-R

Question #	Questions Received from Bidders	Responses to Bidders	Date / Time Question Received	Date/Time of Response
1	We only offer French training in our organization: could we send a proposal for only the French training?	No - we require both French and English training from the same supplier.	Tue, 3/12/2024, 3:20 PM	Wed 3/20/2024 9:45 AM
2	Also, the R.1 Proposed resource's training plan sample and R.2 Proposed Resource Quick reference tool seem to be directly teacher related: in our school the curriculum for government training is based on PFL2 and planned by the school and not the teachers: can a single training plan sample and reference tool be submitted for both resources?	R1 and R2 asked specifically for 2 plans. If both of your teachers would use the same plan and tools, please ensure that this is clearly noted in your submission	Wed 3/13/2024 12:10 AM	Wed 3/20/2024 9:45 AM
3	In M.2, Proposed resources education, certification, and qualifications can you provide us the exact list of diplomas accepted?	<p>The diploma type is flexible however the proposed resource must meet the following education qualifications:</p> <ul style="list-style-type: none"> ▪ Bachelor's degree from a recognized Canadian university. <p>In cases where studies were completed at an institution outside of Canada, only an equivalency certificate from an accredited institution recognizing the credentials as Canadian equivalences will be accepted.</p> <p>These institutions include the credential assessment services of the federal or provincial governments and the International Credential Assessment Service of Canada, as well as others recognized as credential assessment services for comparing degrees and diplomas to Canadian standards and identified on the Canadian Information Centre for International Credentials Web site: http://www.cicic.ca/413/assessment-of-credentials-for-employment-incanada.canada</p> <p>As proof of education, the Contractor must submit a true copy of the original degree certified by the Contractor or by a commissioner of oaths, confirming the proposed resource's level of education.</p>	Thu 3/14/2024 7:55 AM	Wed 3/20/2024 9:45 AM
4	In R.1, Proposed resource's training plan sample , what is the duration of the training schedule requested and for what volume of training?	In R1, there is no limitation or specific duration and volume of the training sample.	Thu 3/14/2024 7:55 AM	Wed 3/20/2024 9:45 AM
5	In R.1, Proposed resource's training plan sample , given that our company supervises its teachers through initial and continuous training plan, and provides them with tools to standardize as much as possible the content of our training courses for our clients in order to always improve success rates, would you accept a training plan prepared by our teaching teams rather than by each proposed resource?	Yes, we will accept one training plan if your teachers use the same training plan for R1. Please ensure that this is clearly indicated in your proposal.	Tue 3/19/2024 1:40 PM	Wed 3/20/2024 9:45 AM

6	<p>Would you confirm that only those with previous contracts with the Federal government can bid on the above project? I am new to bidding and thought I would explore opportunities to build our business.</p>	<p>Yes. As per M.3, The Bidder must demonstrate that each proposed resources in M1 has a minimum of thirty-six (36) months of experience in the last five (5) years as of the issuance of this RFP, in delivering part-time group language training in Canadian English or in Canadian French to Canadian Federal Government Departments and Agencies.</p>	Thu 3/21/2024 8:23 PM	Wed 3/27/2024 8:23 PM
7	<p>At page 29, point 4.1, Le contenu de la formation doit refléter les trois principaux aspects des langues officielles : éléments fonctionnels, situations liées au travail et approche anagogique.</p> <p>Could you please confirm that this is a typing error and that we are talking about an andragogical approach?</p>	<p>Yes, I confirm this is an error and the word should be replaced for “andragogique” and not “anagogique”</p>	Thu 3/21/2024 2:05 PM	Wed 3/27/2024 8:23 PM
8	<p>Based on your answer to question # 2, can we present one single plan and one single quick reference tool for 2 teaching resources? Can you confirm if you accept a quick reference tool developed by our school's pedagogical team and provided to its teachers in order to standardize our training content as much as possible?</p>	<p>Yes. You can present one single plan and one single quick reference tool for 2 teaching resources. Please clearly indicate this in your submission.</p>	Thu 3/21/2024 2:05 PM	Wed 3/27/2024 8:23 PM
9	<p>M.3.reads: The Bidder must demonstrate that each proposed resources in M1 has a minimum of thirty-six (36) months of experience in the last five (5) years as of the issuance of this RFP, in delivering part-time group language training in</p>	<p>No. We will only consider part-time group language training as experience in M.3 therefore individual training experience would not count.</p>	Tue 3/26/2024 2:47 PM	Wed 3/27/2024 8:23 PM

	<p>Canadian English or in Canadian French to Canadian Federal Government Departments and Agencies.</p> <p>Could the 36 months of experience also include individual language training in Canadian French or English to Canadian Federal Government Departments and Agencies?</p> <p>While I understand this initiative is for part-time group language training, instructors often deliver a combination of training initiatives throughout their tenure and are not exclusively restricted to groups or individuals. They often teach a variety of language programs that can consist of full-time and/or part-time sequences to groups and/or individuals.</p>			
10	<p>Can you clarify the exam preparation component? Are hours expected to be added into the weekly program, or would the additional 100 hours increase the 9-week total for each group?</p>	<p>The exam preparation component (100 hours) is separate from the weekly program. Not all participants in the weekly training would require the exam prep however it would be available if they do. Other OSFI employees would be able request time with a teacher for exam preparation.</p>	Thu 3/28/2024 3:41 PM	Tue 4/9/2024 12:00 PM
11	<p>Are all groups expected to finish in exactly 9 weeks, or in the case of holidays, etc. can the program be extended for make-ups?</p>	<p>Sessions are intended to finish in 9 weeks; however, there is some limited flexibility for make-ups. For instance, if the winter session begins in mid-January (to give time for registrations and getting the school to evaluate new participants) and given we don't hold classes during March break, this would only provide an extra week for make-ups before the end of fiscal year. The spring and fall sessions would have slightly more flexibility for make-ups, as we don't offer summer sessions or sessions during the Christmas holidays.</p>	Thu 3/28/2024 3:41 PM	Tue 4/9/2024 12:00 PM
12	<p>Do you have any formatting specifications for this proposal, and specifically the quick reference tool?</p>	<p>No specific formatting required specifically for the quick reference tool.</p>	Thu 3/28/2024 3:41 PM	Tue 4/9/2024 12:00 PM
13	<p>Can the bid closing date be postponed?</p>	<p>Yes, the closing date has been extended until April 18th, 2024, at 2PM EDT – please see amendment #1 to the RFP.</p>	Sun 4/7/2024 8:06 PM	Tue 4/9/2024 12:00 PM
14	<p>Attachment 2 to Part 4-Financial Evaluation -Pricing Schedule. Pricing Table 1, Section A. “<i>Virtual Part-time group language training sessions</i>”</p> <p><i>‘Delivery of virtual part-time group language training sessions for all learners (as per section x in SOW)’</i></p> <p>* For which there is no reference in the SOW that we could see.</p> <p>In past RFPs, it was specified that the cost to be included was PER LEARNER, is it the same in this case?</p> <p>All other sections specify (per learner).</p>	<p>To confirm, the pricing for training delivery is per learner and the training preparation is priced per group (see section 5 of the SoW). The pricing tables and statement of work has been amended - please see amendment #2 to the RFP for more details.</p>	Sun 4/7/2024 8:06 PM	Thu 4/11/2024 12 :15PM