



ADDENDUM 003 TO REQUEST FOR PROPOSALS (RFP)

The Department of Foreign Affairs, Trade and Development (the department) hereby amends, in accordance with this Addendum the Request for Proposals for the provision of Project Managers for Interior Design Services, bearing number 23-223411, and dated February 15, 2023 (the “RFP”). This Addendum hereby forms part of the RFP. The purpose of this Addendum is to:

1. Provide responses to questions received;

This Addendum is issued three (3) days prior to receipt of Bids to provide for certain revisions to and clarification of the solicitation documents.

1. Questions and Answers

The following question(s) have been received, and the department hereby answers as follows:

1.1 Question No. 01:

Question: We were attempting to ensure we were up to date with any questions/answers pertaining to this solicitation process – but we cannot seem to locate your solicitation on buyandsell or canadabuys. Has this RFP been posted on any platforms or solely via email invitation? It was our understanding that TSPS solicitations are to be posted on either buyandsell or canadabuys or both.

Answer: The Notice of Proposed Procurement (NPP) was posted on February 15, 2023 and any supplier qualified in the TSPS supply arrangement may participate. All the information and addendums may be found in the following link - [Project Managers for Interior Design - Tender Notice | CanadaBuys](#).

1.2 Question No. 02:

Question: Have there been any questions/answers to this solicitation process?

Answer: There have been no questions for this solicitation.

1.3 Question No. 03:

Question: Could you please kindly confirm if there has been an incumbent within the past twelve months (or greater) either as a Term, Casual, or Agency Contract (THS, ProServices, TSPS, TBIPS) performing these or similar duties?

- a. If so, who is the incumbent Vendor and have they been invited?
- b. If so, can you provide the number of days worked on said contract along with the dollar value?



Answer: There are two (2) awarded contracts: one THS with Prologic for a total overall dollar value of \$ \$378,027.00 and one TSPS with Protak for a total overall dollar value of \$650,000.00. Both incumbent vendors form part of the selected invitation process but it is open to all qualified vendors.

1.4 Question No. 04:

Question: If there is/was an incumbent(s), was the incumbent(s) supplying four (4) junior project managers for interior design?

Answer: The total number of resources provided between the two incumbents was (5) Project Managers (Interior Designers) at the junior level and senior level.

1.5 Question No. 05:

Question: Annex B – Basis of Payment allows for four (4) separate rates for the same category. Is this in fact what DFATD is looking for? Four (4) different rates for four (4) resources of the same category on a resulting contract? Typically, TSPS solicitations whereby multiple resources may be required under the same category would result in one (1) Basis of Payment rate for multiple resources under the same category.

Answer: Given the long duration of the level of effort, DFATD is looking for the same four resources to work under this requirement. Identifying in this manner, DFATD wanted to ensure and be clear that four different resources needed to be proposed and identified in the proposals.

1.6 Question No. 06:

Question: If DFATD is accepting potential different rates for the same category – what is the rationale for this? We do suggest that DFATD amend the Basis of Payment (Annex B) to set for one (1) line item (resulting rate) for multiple resources under the same category, in this case, 3.2 Project Manager (Junior)?

Answer: Given the long duration of the level of effort, DFATD is looking for the same four resources to work under this requirement. Identifying in this manner, DFATD wanted to ensure and be clear that four different resources needed to be proposed and identified in the proposals.

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION
REMAIN UNCHANGED.**