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Request for Proposal (RFP)
AMENDMENT

Demande de proposition (DDP)
MODIFICATION

Proposal To: Natural Resources Canada

We hereby offer to sell to His Majesty the King 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 therefor.

Proposition à: Ressources Naturelles Canada

Nous offrons par la présente de vendre à Sa Majesté le Roi du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments – Commentaires

Issuing Office – Bureau de distribution

Finance and Procurement Management Branch
Natural Resources Canada
5320 122 St NW
Edmonton, AB T5H 3S5

Title – Sujet	
Recruitment, Management, and Maintenance of a Pool of Subject Matter Experts	
Solicitation No. – No de l’invitation NRCan-5000075633	Date August 31, 2023
Requisition Reference No. - N° de la demande 178686	Amendment No. – Modification No. 003
Solicitation Closes – L’invitation prend fin at – à 02:00 PM Eastern Daylight Savings Time (EDT) on – le September 8, 2023	
Address Enquiries to: - Adresse toutes questions à: moira.farkas@nrcan-rncan.gc.ca	
Telephone No. – No de telephone (403) 462-1162	
Destination – of Goods and Services: Destination – des biens et services: - See herein.	
Security – Sécurité There are security requirements associated with this requirement.	
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l’entrepreneur	
Telephone No.:- No. de téléphone: Email – Courriel :	
Name and Title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/de l’entrepreneur (taper ou écrire en caractères d’imprimerie)	
_____ Signature	_____ Date



This Amendment **003** of **RFP #5000075633** is issued to:

- Extend the solicitation closing deadline; and
- Respond to questions and perform modifications.

Question #1: The facilitation of workshops generally involve performing organizational reviews/evaluations prior to facilitation to understand client training needs. Would the Crown confirm that the facilitation of workshops/training sessions are relevant to M1?

Answer #1: No, as M1 for this RFP is related to recruiting, managing and maintaining a pool of Subject Matter Experts. Facilitation is not relevant to this evaluation.

Question #2: Rated Criterion R3 awards points based on whether the team includes “regional representatives” or not. Can the Crown please define what it would consider to be a regional representative?

Answer #2: Regional representation means experts that possesses expertise on the forestry sector in a specific region. The 2BT program receives applications proposing projects in various regions in Canada. As such, the program aims to have regional experts evaluating the projects that will take place within their specific region. For example, projects in Atlantic Canada will be reviewed by Atlantic region forestry experts.

Question #3: Employers are legally unable to directly enquire as to whether an employee is Indigenous or not. While many vendors offer the option for employees/contractors to self-identify, it is unfair to expect this data to be shared by vendors. With that being said, we ask that the Crown please remove “Indigenous” from its definition of a diverse team within R3 as it unfairly evaluates vendors on information that they are legally required to be privy to.

Answer #3: NRCan has considered this request, and for RFP # NRCan-5000075633, this criterion cannot be removed. **NRCan is targeting** 25% or more (up to 100% in certain cases) Indigenous participation as Subject Matter Experts on each Expert Review Panel.

Question #4: The SRCL provided within this RFP has both 11a and 11d checked off. Was this a mistake? If not, can the Crown please describe the reasoning for these provisions and explain what is required of the vendor post-contract award?

Answer #4: To be updated through another RFP Amendment.

Question #5: Due to the complexity of preparing a response to this solicitation, the large number of bids currently out to tender, and the difficulty of contacting highly qualified candidates in the summer months, we would like to request a one-week extension to the solicitation closing date to ensure that vendors are able to submit high quality responses that provide the best value to the Crown.

Answer #5: Yes, the date can be extended until September 8, 2023.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.