



**RETURN BIDS TO:
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Date of Solicitation - Date de la demande 2023-09-19		Page 1 of 4 de 4
Address inquiries to - Adresser toute demande de renseignements à : IRCC.BidsReceiving-Receptiondessoumissions.IRCC@cic.gc.ca		
Area code and Telephone No. Code régional et N° de téléphone 873-408-0515	Facsimile No. N° de télécopieur	
Destination Procurement & Contracting Services 70 Cremazie Gatineau, Quebec K1A 1L2		

**BID SOLICITATION
DEMANDE DE SOUMISSIONS**

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and at the prices set out in the bid.

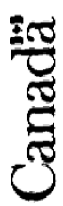
This bid solicitation is issued in accordance with the conditions of Supply Arrangement No. . Only suppliers who are pre-qualified and have been issued a supply arrangement at the time this bid solicitation is issued are eligible to bid.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Cette demande de soumissions est émise conformément aux conditions de l'arrangement en matière d'approvisionnement numéro

. Seuls les fournisseurs qui sont pré-qualifiés et auxquels un arrangement en matière d'approvisionnement a été émis au moment où cette demande de soumissions est émise peuvent présenter une soumission.

Solicitation No. - N° de la demande CIC-155953 AMD002	Amendment No. - N° de modification 2023-09-19
Solicitation closes - La demande prend fin at - à 2:00 pm on - le 2023-10-03	File No. - N° de dossier



**Instructions:
Municipal taxes are not applicable.**

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, and must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

**Instructions:
Les taxes municipales ne s'appliquent pas.**

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiquée(s). Le montant des taxes applicables doit apparaître séparément.

Delivery required - Livraison exigée	Delivery offered - Livraison proposée
Supplier Name and Address - Nom et adresse du fournisseur	
Telephone No. - N° de téléphone	
Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of supplier (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)	
Signature	Date

RPF Amendment 002 – Solicitation # 155953

Amendment 002 to the request for proposal (RFP) is raised to change modify the evaluation criteria's since R.1 to include provincial and municipal government;

1. PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION – 4.1.1.2 POINT RATED CRITERIA

Attachment 4.1.1.2 Point Rated Technical Criteria is deleted in its entirety and replaced by:

4.1.1.2 Point Rated Technical Criteria

Each Technical Bid that meets all the Mandatory Requirements specified above will be evaluated and scored in accordance with the following point-rated evaluation criteria table(s). Each point rated technical criterion should be addressed separately.

For each project summary provided, Bidders are required to provide specific dates (month and year) of experience as well as the total duration of project (number of months). The month(s) of experience listed for a project whose timeframe overlaps that of another referenced project will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

Item	Rated Criteria	Point Allocation	Bidders Score	Demonstrated Compliance, cross-reference to Resume
R1	<p>The Bidder should demonstrate that the proposed resource has experience in the analysis and assessment of existing Federal, provincial or municipal Government programs and their products with regards to real or perceived bias or Racial impact assessments.</p> <p>To demonstrate compliance with this criterion, at the time of bid closing, the Bidder should submit project summaries that involved an in-depth assessment of the organizations products.</p> <p>For each project the Bidder should provide the following information:</p> <ul style="list-style-type: none"> a. Name of Project; b. Project duration in MM-YY to MM-YY format; c. Description of role of the resources on the project; d. A summary of each project; e. Name of the client organization; 	<p>Bidders will be allotted 1 point for each element (a. to g.) for a total of 7 points per project.</p> <p>A maximum of 7 projects will be evaluated for a total maximum score of 49 points.</p>		

	<p>f. Name, title and email address of the client reference contact;</p> <p>g. Details of the in-depth assessment of the organizations products.</p>			
R2	<p>The Bidder should demonstrate that the proposed resource has successfully reported findings to Federal, provincial or municipal government Senior Management within five (5) years of the bid closing date.</p> <p>To demonstrate compliance with this criterion, at the time of bid closing, the Bidder should submit project summaries that include the following information:</p> <ol style="list-style-type: none"> a. Name of Project; b. Project duration in MM-YY to MM-YY format; c. Description of the role of the resources on the project; d. A summary of each project; e. Name of the client organization; f. Name, title and email address of the client reference contact; g. Details of the in-depth assessment of the organizations employment systems. 	<p>Bidders will be allotted 1 point for each element (a. to g.) for a total of 7 points per project.</p> <p>A maximum of 5 projects will be evaluated for a total maximum score of 35 points.</p>		
R3	<p>The Bidder should demonstrate they have promoted anti-racism and diversity through the following corporate activities within the organisation:</p> <ol style="list-style-type: none"> 1.The Bidder has internally published policies or commitments on anti-racism and inclusiveness. The Bidder must provide the following with the bid: <ol style="list-style-type: none"> a. A description of the policy or commitment; and b. A copy of the policy or the commitment documents including their effective date. 2.The Bidder’s employees are mandated to take mandatory training on anti-racism. The Bidder must provide the following with the bid: <ol style="list-style-type: none"> a. A description of the training; b. The name of the training course; 	<p>Bidders will be allotted 2 points for each demonstrated activity (1 to 5) for a total score of 10 points.</p> <p>To obtain 2 points, the bidder must describe the activity and provide the required supporting documentation.</p> <p>Bidders will be allotted 2 additional points as follows:</p> <p>2 points - Bidder has demonstrated at least 4 of the 5 activities. 1 point – Bidder has demonstrated at least 2 of the 5 activities.</p>		

	<p>c. The name of the service provider; d. A copy of the course outline (if developed internally).</p> <p>3.The Bidder’s employees are mandated to take unconscious bias training. The Bidder must provide the following with the bid:</p> <p>a. A description of the training; b. The name of the training course; c. The name of the service provider; and d. A copy of the course outline (if developed internally)</p> <p>4.The bidder has made publicly available organizational commitments to a diverse workforce. The Bidder must provide the following with the bid:</p> <p>a. A description of the commitment; b. A copy of the commitment documents including their effective date.</p> <p>5.The bidder has developed internal staffing and/or recruitment strategy(ies) to increase representation of underrepresented groups in their workforce. The Bidder must provide the following with the bid:</p> <p>a. A description of the strategy(ies); b. Copies of job postings or other staffing/recruitment documents demonstrating compliance with the criterion.</p>	<p>Bidders may obtain a maximum total score of 12 points.</p>		
Total Points (62 minimum passing mark)				/96

All other terms and conditions remain the same