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**SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION**

Proposal To: Department of Foreign Affairs Trade and Development.

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 thereof.

Proposition aux: Ministère des Affaires étrangères, commerce et développement

Nous offrons par la présente de vendre à Sa Majesté la Reine 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 toutes feuilles ci-annexées, au(x) prix indiqué(s).

Comments - Commentaires

Issuing Office – Bureau de distribution

Foreign Affairs, Trade and Development / Affaires étrangères, commerce et développement, SPBC
200 Promenade du Portage,
Gatineau, QC

Title / Titre Field Support Services Project (FSSP) – Burkina Faso - Benin	
Solicitation No. / N° de l'invitation 24-247061	Amendment No –N modif. 002
Client Reference No. / No. de référence du client(e)	Date 2023-09-21
Solicitation Closes / L'invitation prend fin At / à : 14H00 EDT (Eastern Daylight Time) / HAE (Heure Avancée de l'Est) On / le : <u>October 24, 2023</u>	
F.O.B. / F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Destination of Goods and Services / Destinations des biens et services Department of Foreign Affairs, Trade and Development (DFATD)/ Ministère des Affaires étrangères, commerce et développement (MAECD)	
Address Inquiries to : / Adresser toute demande de renseignements à : Christian Meghaizel Senior Contracting Officer Development Contracting and Management Services (SPBC) Email / Courriel: Christian.Meghaizel@international.gc.ca	
Delivery Required / Livraison exigée See herein — Voir en ceci	Delivery Offered / Livraison proposée See herein — Voir en ceci
Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur	
Telephone No. / No. de téléphone	Facsimile No. / No. de télécopieur
Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)	
Signature	Date



Amendment 002 is raised to:

1. Respond to questions 1 to 10;
 2. Amend RFP to remove article 6.4.2 – Option to Extend the Contract; and
 3. Amend RT5 of Annex D – Evaluation Criteria.
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1. Questions and answers

Question 1. RT3.2 and CT3.2 - Professional Designation or Certification: we would request that a degree specifically in Accounting, Financial Management, etc. be accepted in place of professional designations referenced to (CPA, CFA, CGA) as these are specific to Canada/North America and do not have an equivalency in Burkina Faso.

Answer 1. As stated in RT3.2 and CT3.2, Canada will accept a professional certifications/designations equivalency for the certifications/designations such as, certified public accountant (CPA), Certified general accountant (CGA), Chartered Financial Analyst (CFA), etc. However, Canada will not accept a degree equivalency as a form of certification/designation for RT3.2 and CT3.2. The requirement for an undergraduate degree falls under criterion RT3.1 and CT3.1.

Question 2. In reference to RT2 - the evaluation criteria for each candidate requires experience to be demonstrated through two (2) project descriptions of **completed** projects. Would GAC consider removing the 'completed' requirement for the projects in each of the three rated resources?

Answer 2. Canada does not accept the removal of "completed" project requirements in the evaluation criteria.

Question 3. In reference to the bidder's experience in RT4 and RT5- GAC requires that a bidder provide two (2) **completed** development projects to demonstrate a bidder's experience. Will GAC consider applying a more relevant criterion such as, minimum project percentage completed, or minimum budget spent, etc.

Answer 3. Canada does not accept the removal of "completed" project requirements in the evaluation criteria.

Question 4. In reference to article 6.4.1 – Period of the Contract, there is no specification for the duration of the contract.

Answer 4. The Period of the Contract under article 6.4.1 will reflect the start and end date at contract award. The contract period is for a 5 firm year contract.

Question 5. In reference to article 6.4.2 – Option to Extend the Contract, the contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 3 additional year period(s) under the same condition. However, Annex B - Basis of Payment makes reference to the initial contract period - Year 1 to Year 5. Is it correct to understand that the optional 3 years of the contract would be years 6 to up to year 8? In which case the applicable provisions are not included in the Basis of Payment. Or is the initial contract period for 2 years with an option of up to 5 years?



Answer 5. The contract period is for a 5 firm year contract. Canada will remove article 6.4.2 from the RFP.

Question 6. In reference to Local Development Activities, the Statement of work stipulates in that the Objective of the FSSP is to manage the Local Reimbursable Expenses funding envelope under subsection 2. objectives. However, there is no reference to such envelope other than in the Basis of Payment, Local reimbursable expenses (200,000 CA\$) described as Actual eligible and reasonable disbursement incurred through the Contractor that are directly related to the implementation of Local Development activities. Does this envelope relate to expenses to the support to a Local Development Fund, or simply expenses incurred in the course of the implementation of the FSSP activities?

Answer 6. In this context, Local reimbursable Expenses are in reference to the expenses incurred throughout the implementation of the FSSP activities.

Question 7. In reference to meeting rooms, in the statement of work, the contractor is to provide access to the meeting room for ad hoc meetings both in Benin and Burkina Faso. Is it expected that the contractor will make arrangements to have exclusive access to such meeting space for the duration of the contract or should the meeting space be booked on an ad hoc basis as per the needs of GAC? In which case would this be eligible as a local reimbursable expense?

Answer 7. The Contractor must be available for the provision of in-person ad-hoc meetings in a meeting room located 20km from the Embassy of Canada in Ouagadougou and 20km of the Office of Canada located in Cotonou. Yes, these expenses are eligible as a local reimbursable expense.

Question 8. In reference to the Location of Personnel, would GAC consider a proposal with personnel working remotely from a country other than Benin (for the Assistant Project Manager) or Burkina Faso (for the Financial and administrative Officer)

Answer 8. No, Canada will not accept a proposal with personnel working from a country other than Benin, for the Assistant Project Manager and Burkina Faso, for the Financial and Administrative Officer.

Question 9. In reference to RT2.3 - Project Management experience - TIME, how will DFATD weigh the duration of each project if they are not the same. Perhaps DFATD needs to review the total score for this evaluation criteria to a maximum of 9 points per project; total of 18 points.

Answer 9. As stipulated in the RFP, Canada will evaluate a maximum of two (2) completed projects for RT2.3 listed in chronological order from start date (MM-YYYY) to end date (MM-YYYY) cumulatively. Months where projects overlap will be counted only once. Bonus points will be awarded if the project(s) has at least twelve (12) months cumulative in-country experience in Burkina Faso or Benin. The total maximum points for RT2.3 is 9 points per resource.

Question 10. In reference to RT5 - Bidder`s experience, can DFATD please specify the list of countries that are defined by the World Bank as fragile and conflict-affected. The list of countries provided by the World Bank varies from one year to another. Should we use the list of countries in the year the project started, finished or of 2023?

Answer 10. Please use the list of countries defined by the World Bank based on the years the project(s) was active. Canada will evaluate the project(s) in chronological order from start date (MM-



YYYY) to end date (MM-YYYY) cumulatively. Months where projects overlap will be counted only once.

2. Amend RFP to remove article 6.4.2 – Option to Extend the Contract

DELETE: article 6.4.2 – Option to Extend the Contract in its entirety;

3. Amend RT5 of Annex D – Evaluation Criteria

DELETE: RT5 of Annex D – Evaluation Criteria in its entirety; and

INSERT:

The following new RT5

No.	Point-Rated Technical Criteria	Points	Maximum Score	Reference to Proposal <small>(Indicate section & page number, if applicable)</small>
RT5	<p>The Bidder should demonstrate the timeline in implementing or evaluating development projects in fragile and conflict-affected countries* within two (2) completed projects description submitted.</p> <p>The projects should be listed in chronological order, including the start-dates (MM-YYYY) and end-dates (MM-YYYY), duration, and number of months counted - for each Project.</p> <p>NOTE: Months where projects overlap will be counted only once.</p> <p>* Countries in crisis or conflict are defined by the World Bank as:</p> <p>Countries with high levels of institutional and social fragility, identified based on indicators that measure the quality of policy and institutions, and manifestations of fragility.</p> <p>Countries affected by violent conflict, identified based on a threshold number of conflict-related deaths relative to the population.</p>	<p>Maximum 12 points</p> <ul style="list-style-type: none"> From 12 months to less than 36 months: 2 points per project; From 36 months to less than 60 months: 4 points per project 60 months or longer: 6 points per project. 	<p>Project 1:</p> <p>/6</p> <p>Project 2:</p> <p>/6</p>	

*****All other terms and conditions remain unchanged*****