

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions
- TPSGC
11 Laurier Street / 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

Revision to a Request for Supply
Arrangement - Révision à une demande
pour un arrangement en matière
d'approvisionnement

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Procurement Strategies Division / Division des
stratégies d'acquisition
11 Laurier St. / 11, rue Laurier
Place du Portage, 11C1
Phase III, Tower C
Gatineau
Quebec
K1A 0S5

Title - Sujet TSPS 2013 Renewal	
Solicitation No. - N° de l'invitation E60ZN-13TSPS/B	Date 2013-05-03
Client Reference No. - N° de référence du client E60ZN-13TSPS	Amendment No. - N° modif. 005
File No. - N° de dossier 003zn.E60ZN-13TSPS	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$ZN-003-25969	
Date of Original Request for Supply Arrangement 2013-04-16 Date de demande pour un arrangement en matière d'app. originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-05-28	
Address Enquiries to: - Adresser toutes questions à: Michniewicz, Joe	Buyer Id - Id de l'acheteur 003zn
Telephone No. - N° de téléphone (819) 956-3233 ()	FAX No. - N° de FAX (819) 997-2229
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does change the security requirements of the solicitation. Cette révision change les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

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Amd. No. - N° de la modif.

005

Buyer ID - Id de l'acheteur

003zn

Client Ref. No. - N° de réf. du client

E60ZN-13TSPS

File No. - N° du dossier

003znE60ZN-13TSPS

CCC No./N° CCC - FMS No/ N° VME

See attached document.

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THIS AMENDMENT #005 IS RAISED TO AMEND THE RFSOSA AND ANSWER QUESTIONS RECEIVED

REASON FOR AMENDMENT:

Canada is publishing herein responses to enquiries that it received pertaining to this solicitation subject to Period 1 - Initial Question Period as set out in accordance with article 3 - Enquiries - Request for Bids. Please note that Canada may respond to questions in a non-sequential order, but all questions submitted during Period 1 will be answered and industry will be notified when Canada is proceeding to Period 2 - Supplementary Question Period.

1. This modification is raised for consistency of appropriate wording regarding taxes. In the RFSOSA including all Attachments and Annexes, where it says "GST/HST" and where it says "GST or HST" DELETE the wording and REPLACE WITH "applicable taxes".
2. This modification is raised to update the version of the 2035 General Conditions - Services. In the RFSOSA including all Attachments and Annexes, where it says "2035 (2012-11-19)" DELETE the wording and REPLACE WITH "2035 (2013-04-25)".
3. This modification is raised for administrative reason only. Delete question and answer 50, 61 from amendment 004 of this solicitation in its entirety.

Questions and Responses

Question 47

RE: Category 3.11 Communications Consultant

In addition to the inclusion of this category on TSPS/ProServices there are a number of Communications specific SO/SAs, and there appears to be overlap between this category and these other SO/SAs. Apart from ensuring that the communications services sought are relevant to the category as described in Annex A, are there any limits or constraints to users in choosing to use TSPS/ProServices for communications consultant services?

Canada's Response to Question 47:

To choose the TSPS methods of supply for the services of a Communications Consultant, users must ensure that their requirement specific criteria fall within the scope of TSPS and respects the limitations set out in the RFSO/SA. For example, the user must ensure that the estimated value of the requirement does not exceed the TSPS limitations i.e. the value of a resulting call-up against the TSPS Standing Offer does not exceed the \$250k call-up limitation (Refer to page 46 of the solicitation document, Article 9. Limitation of call-ups); the Tier 1 resulting RFPs against the TSPS Supply Arrangements do not exceed the \$2 million limitations and that the departmental policies, procedures and delegation of authority is respected. (Refer to page 35 of the solicitation document,
2. Bid Solicitation Process)

Also note the following as part of 2. Bid Solicitation Process:

"Until such time as PS Online is replaced by ProServices, the framework established under this Request for Bids will allow Identified Users to contract for some services below the Professional Services (PS) On-line maximum dollar threshold, Identified Users are encouraged to utilize the

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PS On-line application for requirements valued at or below its dollar value limit. (PS On-line URL: <http://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/index-eng.html>)

After issuance of the ProServices Supply Arrangements, all SA requirements estimated below the NAFTA threshold for Services must be conducted using ProServices. Currently, the NAFTA threshold for Services is \$78,500 and is revised periodically. Refer to section 1.25.5 of the PWGSC Supply Manual for further information (<https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/section/1/25/5>)."

For General information on the use of Mandatory Standing Offers and Supply Arrangements, client end users are advised and directed to Article 3.5.1. Mandatory Standing Offers and Supply Arrangements set out in the PWGSC Supply Policy Manual which is available at the following link:

<https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/section/3/5/1>

Question 49

RE: B1-MTT2 and B1-MTT3 - Client Contacts

In situations where work was done for an end client through a prime contractor, can bidders list the most suitable client contact - either a representative from the prime contractor or the end client? Since in many cases the end client is more familiar with the work that was done it makes a lot more sense to provide their name as a reference. As I recall, in the past bidders have been able to list both contacts in the form, and more recently bidders were able to provide one or the other for the TBIPS RFSA.

Canada's Response to Question 49:

It is possible to provide the most suitable client contact. However, it is important to note that it is the responsibility of the bidder to insure the name provided as a reference can confirmed the bidder has provided the Category for a minimum Level of Effort of 20 working days (7.5 hours equals 1 working day) between May 26, 2006 and the closing date of this bid solicitation, as mentioned in Attachment B (page 135) and Attachment C (page 149). If the reference is unable to confirm the information, than the bidder will be deemed non-compliant for this reference. As such, Canada republishes question 7 and modify its answers as follow:

Question 7 – Restated herein as original posted in Amendment X of this solicitation

RFSSOA: Attachment B, Supply Arrangement Technical Evaluation Criteria, Definitions for the purposes of Section 1 of this Attachment "B":

(a) Can a "Project" be a project which has been carried out by the Supplier for an "Outside Client" (who is, for example, a government department) but contracted through a prime contractor?

(b) Please also confirm that, in such a case as described above, PWGSC would need to contact only the "Outside Client", and not the Prime Contractor, in order to validate the Supplier's Project Summary.

Canada's Response to Question 7 is clarified in light of Canada's response to Question 49 and is revised as follows:

(a) Yes, the experience of supplier can include services performed as a subcontractor.

(b) In the scenario above in Question 2 (b), the "Outside Client" for this supplier would be the Prime Contractor as that is who the supplier above billed for their services. However, it is possible to also identify the most suitable client contact who would be able to confirm

the information contained in the Project Summary. It is important to note that it is the responsibility of the bidder to insure the contact provided can confirm the information contained in the project summary. If the contact cannot confirm the information, than the bidder will be deemed non-compliant for this project summary.

Question 61

We would like to request a clarification regarding the substantiation that is required to qualify for categories within a given stream. Namely:

1. The various instances of B1-MTT2 state that "project summaries must demonstrate the Bidder has experience for at least 50% of the Categories for which the Bidder is proposing in that Stream."
2. The various instances of B1-MTT3 state that "A substantive reference must be provided by the Bidder for the remaining 50% or less of the Categories above the minimum in B1-MTT2 they propose to supply that were not covered by a project summary in B1-MTT2.", and
3. Section 3, Unsubstantiated Categories, state that "Based on the number of Categories proposed by the Bidder within the same Stream in B1-MTT2 and B1-MTT3 and for B2-MTT2 and B2-MTT3 the Bidder may also propose to supply unsubstantiated Categories without providing a project summary or reference. The Bidder, however, is limited to a maximum number of unsubstantiated Categories equal to 50% of total proposed Categories within that Stream in B1-MTT2 and B1-MTT3 and for B2-MTT2 and B2-MTT3."

Bidder Question 61 submitted in the following parts:

- a) Our question: there seems to be a contradiction between bullets (2) and (3) above, i.e. bullet (2) indicates we have to provide references for the 50% of categories for which a project summary is not provided, while Section 3 indicates that we can be granted up to 50% unsubstantiated Categories without providing a reference.
- b) Can you kindly clarify preferably using a specific example, e.g. if we wish to service all seven categories in the Real Property Project Management stream (not currently qualified on any), what is the minimum number of categories we have to substantiate with a project summary, and what would be required for the remaining categories?

Canada's Response to Question 61 parts a) and b)

- a) Canada confirms there is no contradiction between the mandatory criteria and the unsubstantiated Categories.

B1-MTT3 and B2-MTT3 relates to the number of categories obtained according to mandatory criteria B1-MTT2 or B2-MTT2, as cited in your question in point 2. above.

For, Section 3 – Unsubstantiated Categories, relates to the number of categories obtained according to mandatory criteria B1-MTT2 or B2-MTT2 and B1-MTT3 or B2-MTT3, as cited in your question in 61 subsection 3 above:

"Based on the number of Categories proposed by the Bidder within the same Stream in **B1-MTT2** and **B1-MTT3** and for **B2-MTT2** and **B2-MTT3** the Bidder may also propose to supply unsubstantiated Categories without providing a project summary or reference. The Bidder, however, is limited to a maximum number of unsubstantiated Categories equal to 50% of total proposed Categories within that Stream in **B1-MTT2** and **B1-MTT3** and for **B2-MTT2** and **B2-MTT3**."

- b) As per Attachment B (page 148) and Attachment C (page 162), Section 3 – Unsubstantiated Categories, it states:

“Example 3: Categories under the Real Property Project Management Services Stream:
If, under B2-MTT2 and B2-MTT3 Bidder D proposed to supply 4 of the 7 Categories under the Real Property Project Management Services Stream, then Bidder D may obtain an additional 50% of unsubstantiated categories.

Therefore, if all 4 are responsive, then an additional 2 Real Property Project Management Services Categories can be obtained without a reference. Likewise, if only 3 of the 4 are responsive an additional 1 Real Property Project Management Services category can be obtained as unsubstantiated categories without a reference.”

Many acceptable combinations between the number of compliant categories in B2-MTT2, B2-MTT3 and Section 3 - Unsubstantiated Categories are possible. See table below for some possibilities.

Stream 4, number of compliant Categories according to B2-MTT2	Stream 4, number of compliant Categories according to B2-MTT3	Section 3 - Unsubstantiated Categories that can be obtained according to number of compliant Categories in B2-MTT2 and B2-MTT3	Total number of Categories in Stream 4 that Canada may award to the Supplier
5	1	1*	7
4	1	2	7
3	2	2	7
7	0	0	7
6	0	1	7
5	0	2	7
4	2	1	7
3	3	1	7
5	2	0	7
4	3	0	7
6	1	0	7

* Calculation would be done as follow:

The total of 6 categories substantiated according to B2-MTT2 and B2-MTT3 x 50% = 3, but since there is only 1 unsubstantiated category left for the stream that remains unsubstantiated only one can be awarded provided that this is identified by the bidder in their bid. If the Bidder doesn't identify any unsubstantiated category at the time of bid, none will be awarded.

** Reminder as per the solicitation: Please note that for the unsubstantiated categories, Bidders need to select this specific category as Unsubstantiated in DCC and than rank those.

Question 66

- In regards to Attachment B, Mandatory Technical Criteria B1-MTT2 and B1-MTT3, if one reference (Person X) can speak to multiple projects of a similar nature within a Category but with 2-3 different clients that cumulatively represent more than 20 working days, would this meet the mandatory criteria?
- For example, if a CEO of one enterprise hired us to do a project for 12 days and then became the CEO of a different enterprise and hired us again to do a similar project with the second organization for another 12 days, would this meet the criteria for the 20 working days?

Canada's Response to Question 66

- a) For streams 1, 2, 3 and 5, it is possible to have a maximum of 5 call-ups on a same Standing Offer submitted to form a single Project, but it is the only instance such amalgamation is possible, as per Attachment B, page 135, and Attachment C, page 149 which states:

"Bid Preparation Instructions: A maximum of 5 call-ups on a same Standing Offer may be submitted to form a single Project providing the Standing Offer authorized to the Bidder includes professional services listed in Annex A SO/SA - Requirements for Services of this RFSA. More than 1 project can be formed using a maximum of 5 call-ups on the same Standing Offer."

- b) Please refer to Attachment B, page 135, and Attachment C, page 149 which states:

"An "Outside Client" is any legal entity that is not parent, subsidiary or affiliate of the Bidder, a member of a joint venture with the Bidder or any other entity that does not deal at arm's length with the Bidder.

A "Project" is a contractual agreement between the Bidder and an Outside Client under which the Bidder has provided professional services to the Outside Client and has fulfilled all of the requirements of the project with regards to the specific Category being examined. Different phases of a single contract may be cited in more than one project summary if that contract was a multi-phase Project with specific deliverables and distinct phases and if those phases associated with the concerned Category have all been completed between May 26, 2006 and the closing date of this bid solicitation."

As per the definition of "Outside Client" and "Project" above, the example cited in your question would not meet the mandatory criteria B1-MTT2 and/or B2-MTT2 for the minimum level of effort:

"[...]Total level of effort for a given Category within a project summary must be a minimum of 20 working days (7.5 hours equals 1 working day) level of effort (which must all have been completed between May 26, 2006 and the closing date of this bid solicitation.)."

Question 67

Could you please clarify what information you expect to see in the Project Summary reference template where it requests "Brief description of the Scope and Objective of the project clearly demonstrating the items of service description (4 or more services) of the applicable Category listed in Annex A SO/SA – Requirements for Services."?

- a) Is it acceptable to include just a brief overview of the scope and objective of the project in this area?
- b) The service descriptions are demonstrated in detail further down the table under "Demonstration". Is it necessary to duplicate the demonstration of the items of service description in both areas?

Canada's Response to Question 67

- a) The Bidder must provide sufficient information to demonstrate the mandatory criteria as described in Attachment B, page 135, and Attachment C, page 149 to allow Canada to evaluate in accordance with the mandatory criteria, if the Supplier wishes to demonstrate these requirements with a brief overview of the scope and objectives its the choice of the bidder. However if the summary does not address all the information to meet the mandatory criteria, then it will be deemed non-compliant.
- b) It is not necessary to duplicate the information. Refers to Attachment B and Attachment C which states:

"For B1-MTT2, the following information must, as a minimum, be provided for each of the projects cited:

1. Name of the Outside Client;
 - Brief description of the Scope and Objective of the project clearly demonstrating the items of service description (four or more services) of the applicable Category listed in Annex A SO/SA - Requirements for Services;
 - Start and end dates of the project (month/year to month/year); if the project End date is in the same month and year as the RFSA closing date, Suppliers must include in their project summary, the day, month and year the project was completed;
 - Project Value - total amount invoiced by the Bidder for the project (excluding travel and taxes);
 - level of effort of Category shown by number of days;"

Question 84

I have a few questions regarding TSPS, TEMS, and ProServices.

Currently my organization is a supplier under TEMS and TSPS Solution Based.

a) My understanding is that there are currently bids open for TSPS Solutions, TSPS Tasks, and ProServices.

b) (i) It is also my understanding that TEMS is being integrated into TSPS and (ii) TSPS is being integrated into ProServices.

My questions are as follows:

- c) What do we have to do to maintain our TEMS agreement under TSPS?
- d) Do we need to submit a bid for TSPS following the grid instructions for current TEMS holders?
- e) If so, should we submit a bid under the Solutions Based TSPS or the Task Based?
- f) Generally we would try to submit a bid for all the open solicitations. However, if TSPS is being integrated into ProServices, does it still make sense to apply for both TSPS Tasks as well as ProServices? Or, will the ProServices bid already incorporate the TSPS bid?

Canada's response to Question 84:

a) Correct; the following solicitations are currently posted on MERX that suppliers if interested need to respond to and comply with in terms of the various Methods of Supply:

Solicitation No: E60ZN-13TSSB/B RFSA for Solutions-based TSPS;
Solicitation No: E60ZN-13TSPS/B RFSA/SO for Task-based TSPS; and
Solicitation No: E60ZT-120001/D RFSA for ProServices.

b) (i) Correct, TEMS is being migrated to TSPS is correct. All active TEMS suppliers that currently hold a TEMS Supply Arrangement were already advised as an administrative matter with respect to this transition. To reconfirm this activity supports the objective set out in the PWGSC's National Procurement Strategy for Professional Services, PWGSC will streamline the number of Supply Arrangements and Standing Offers, and as such the TEMS Method of Supply and all of its categories will be merged and transferred between Task Based Informatics Professional Services (TBIPS) and Task and Solutions Professional Services (TSPS). TSPS

Stream 5 TEMS includes all Streams of the TEMS SA, excluding the Telecommunications Stream.

b) (ii) Clarification there is no migration of TSPS into ProServices. ProServices *will* be aligned to contain Streams and Categories from both the Task and Solutions Professional Services [task based] (TSPS) and Task Based Informatics Professional Services (TBIPS). ProServices is a separate method of supply to TSPS. For more information on ProServices please refer to the following link <http://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/proservices-eng.html> any questions pertaining to ProServices should follow the Enquiries process for ProServices. Solicitation No: E60ZT-120001/D RFSA for ProServices is currently posted on MERX.

Canada's response to Question 84 c) and d):

Current TEMS Suppliers that wish to be grandfathered into the TSPS tasks -based need to provide a bid in accordance with this RFSA. Correct, please refer to the Bid Submission Grid on page 16 of this solicitation, specifically columns E, F and G which pertains to TEMS SA Holders. Also please refer to Attachment B revision 1 (page 135) and attachment C revision 1 (page 149), Process for the Migration of the TEMS SA (excluding the Telecommunications Services (Stream) as a new Stream into TSPS.

Canada's response to Question 84 e):

It is a business decision. The solicitation E60ZN-13TSSB/B is a Request for Supply Arrangements for Solutions based Professional Services where as the solicitation E60ZN-13TSPS/B is a Request for Standing Offers and Supply Arrangements for Task-based Professional Services. Please see the following definitions for the differences between Task and Solutions Professional Services.

SOLUTIONS BASE PROFESSIONAL SERVICES: are services that are not related to one particular activity or initiative; they are services provided in response to situations where Identified Users require options as to how to resolve a business problem. The supplier would be expected to supply a complete solution to this business problem, manage the overall project and accept responsibility for the outcome. These projects are normally strategic in nature, complex in scope and large in scale.

TASK BASED PROFESSIONAL SERVICES: are services related to a particular activity or initiative that are required to address a specific professional services need, which are usually associated with a specified set of responsibilities. Professional services are purchased typically on a per diem basis and are related to a particular activity or initiative. Tasks can be for short or long periods of time and can be subsets of a larger project. Deliverables are well defined, often with specific timelines. Identified Users are looking for a consultant with direct or specialized knowledge and sufficient expertise to accomplish the work.

Canada's response to Question 84 f):

TSPS and ProServices are separate solicitations and different methods of supply. The decision to provide a submission to a solicitation is a business decision that is up to each individual supplier. Canada can only recommend that bidders interested in bidding in either or both solicitations must do so prior to the solicitation closing dates and times.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED