

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 TEMPORARY HELP SERVICES		
Solicitation No. - N° de l'invitation EN578-060502/I		Date 2014-07-17
Client Reference No. - N° de référence du client EN578-060502		Amendment No. - N° modif. 003
File No. - N° de dossier 004zn.EN578-060502	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$ZLN-004-26794		
Date of Original Request for Supply Arrangement		2014-01-13
Date de demande pour un arrangement en matière d'app. originale		
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-12-31		Time Zone Fuseau horaire Eastern Standard Time EST
Address Enquiries to: - Adresser toutes questions à: Riley, Stephanie		Buyer Id - Id de l'acheteur 004zn
Telephone No. - N° de téléphone (819) 956-1678 ()		FAX No. - N° de FAX (819) 956-2229
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: AS SHOWN ON EACH CONTRACT		
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas 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		

Solicitation No. - N° de l'invitation

EN578-060502/I

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

EN578-060502

Amd. No. - N° de la modif.

003

File No. - N° du dossier

004znEN578-060502

Buyer ID - Id de l'acheteur

004zn

CCC No./N° CCC - FMS No/ N° VME

**THIS AMENDMENT 003 IS RAISED TO ANSWER QUESTIONS FOR THE RFSA
QUESTIONS AND ANSWERS**

QUESTION 003

In the mandatories, it says that we have to provide a minimum of 20 resources who have been billed out to 3 different clients within the National Capital Region.

My question is do each of these resources have to have been placed on a temporary assignment? What if we have some resources who we permanently placed with various clients, will that be considered compliant?

ANSWER 003

Bidders may provide temporary help resources that were placed on a temporary assignment, and/or still on assignment and/or who are permanently placed in order to demonstrate how they meet the mandatory requirements of the RFSA solicitation EN578-060502/I. The temporary help placement must demonstrate that the resource worked a minimum of 37.5 hrs for which the Bidder received payment. As stated in Attachment 1 to Part 4, Mandatory Evaluation Criteria, M2A, M2B and M2C:

In order for a resource to be compliant:

- Each resource must have worked a minimum of 37.5 hours between May 20, 2005 or May 20, 2006 and solicitation closing date inclusively rendering services for which the Bidder received payment.

QUESTION 004

Can you tell me if the THS SO and SA quarterly refreshes / submissions are mandatory?

ANSWER 004

Canada has previously provided an answer to a similar question. We will re-post the answer here for your reference. Answer remains unchanged.

ANSWER: 006-Solicitation no. EN578-060502/G

Existing Suppliers on THS are not required to submit a bid unless they wish to qualify for additional stream(s) and/or sub-streams and classification(s) to provide services they currently do not have or modify their certifications.

QUESTION 005

I would like to pose a question regarding Section 1: Technical Arrangement "In the technical arrangement, suppliers should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work."

It is very difficult to anticipate what a call-up would entail, as we are submitting under Stream 5: Professional Services. Our services would vary greatly depending on the type of project. Could you inform us specifically of what are you looking for in this response? Would a description of our different services be enough?

ANSWER 005

PWGSC confirms that suppliers are not required to provide project or service descriptions for THS Mandatory Criteria M2A, M2B and M2C. What is required for Stream 5 is to provide a minimum of 20 different compliant temporary help resource and a minimum of 2 different temporary help resource names in the sub-stream that are compliant. The Supplier may repeat any of the 20 different compliant temporary help resource names in any of the sub-streams to demonstrate the 2 temporary help resource names in each sub-stream.

Please refer to Attachment 1 to Part 4 - Mandatory Evaluation Criteria in the RFSA solicitation.

QUESTION 006

As well, I do have another question regarding the Technical Response Template:

- a) We are using the Stream 5 Supplier Profile section and would like clear instructions on how to complete the first page. And then clear instructions on how to complete the second page. As it stands, the second page seems to be requesting duplicate information.
- b) Please explain where we place the information about the designation level (i.e. Advanced, Senior, Junior, etc.). There does not appear to be a spot to put this.
- c) The templates appear to be locked, and as such, we cannot add pages to the form. Please inform how we will add pages to the template.
- d) As the instructions are set, it appears you require three (3) projects for each category, for each person. For example, Mr. Smith is applying for Policy, Economics, Program Admin., & Strategist. He will need 12 project samples? Is this correct? Please inform if this is the correct method.
- e) Lastly, are we allowed to place more than 4 people into a category? i.e. Economics, 12 people?

ANSWER 006

- a) The Technical Response Template is comprised of three parts (Table of Contents, Cover Page, Supplier Profile) providing space for bidders to input the requested information into the pre-set fields designated in white.

As stated in the RFSA solicitation EN578-060502/I - PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS, **2. Technical Response Template:**

"Suppliers must use caution when inputting data into the RFSA Technical Response Template. Suppliers should not modify the templates but simply input their data into the required fields in the format that is specified."

The Technical Response Template Cover Page requires a bidder to provide their company information and clearly indicate the classification(s) in each stream they propose to offer temporary help services under using the drop down "Select" indicator.

- b) There is no identified field for the level of each classification in the RFSA Technical Response Template. Bidders are only to input data into the pre-set fields of the template.

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- c) Bidders are not to modify the template, including adding pages. The RFSA Technical Response Template should be completed by bidder and accompany their arrangement. Bidders are to complete the Technical Response Template as per instructions in Attachment 1 to Part 4 in the Request For Supply Arrangement (RFSA).
- d) Bidders proposing to meet the Mandatory Criteria of M2A, M2B and M2C are not required to submit projects. A bidder may provide a minimum of 20 different up to a maximum of 40 different temporary help resource names but must provide a minimum of 20 different temporary help resource names that are compliant. Each resource must have worked a minimum of 37.5 hours between the date indicated in M2A, M2B and M2C and solicitation closing date inclusively rendering services for which the bidder received payment from a minimum of 3 different clients located in the National Capital Area.

Refer to question and answer 005

- e) A bidder can provide one or more different temporary help resource names for the classification, stream or sub-stream to demonstrate one or more classification, stream or sub-stream. The bidder must identify in its arrangement the classifications, streams or sub-streams it wishes to supply. Bidders must submit a minimum of 20 different temporary help resource names that are compliant.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.