



SEN RFP-033 21/22
Consulting Services – Development of an effective Enterprise Risk Management (ERM) framework
Amendment 1 & Questions and Answers # 3

October 26, 2021

AMENDMENT # 1

On page 19, Table B – Technical Evaluation Criteria

Delete:

R2. Bidder's Experience	Maximum 5 points	
The Bidder shall demonstrate experience which is above and beyond the minimum three (3) years of experience in the last five (5) years identified in M2 – Bidder's Experience	1 point for each additional year over and above the minimum three years requested in M2 – Bidder's Experience	

And Replace with:

R2. Bidder's Experience	Maximum 5 points	
The Bidder shall demonstrate experience which is above and beyond the minimum three (3) years identified in M2 – Bidder's Experience.	1 point for each additional year over and above the minimum three years requested in M2 – Bidder's Experience	
For this Rated Criterion, only experience acquired in the last 10 years will be accepted.		



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On page 40,

Delete:

ANNEX “E” – COVID FORM

If required, three (3) business days prior to accessing any Senate of Canada building the following form must be completed and returned to linda.sabourin@sen.parl.gc.ca for approval.

<https://forms.office.com/Pages/DesignPage.aspx#FormId=XORbRuBCWkanouXqiPGmPgN3flnEiqpJvIFLzFKGKfdUNEhNVlhRTVpXVE1UTU1ONURSSEIzV1AxSi4u&>

And Replace with:

ANNEX “E” – COVID LINK

If required, three (3) business days prior to accessing any Senate of Canada building the Senate Covid-19 Contractor Checklist in the following link must be completed and submitted for approval.

<https://forms.office.com/Pages/DesignPage.aspx#FormId=XORbRuBCWkanouXqiPGmPgN3flnEiqpJvIFLzFKGKfdUNEhNVlhRTVpXVE1UTU1ONURSSEIzV1AxSi4u&>

QUESTIONS AND ANSWER # 3

- Q1.** Will the Senate of Canada please confirm that team composition including size and roles is determined at the discretion of the Bidder?
- R1.** Yes, it is at the bidder's discretion.
- Q2.** Will the Senate of Canada please clarify if only one resume, that of the principal resource, is to be provided as part of the bid response?
- R2.** Only references will be verified as per Mandatory criterion # 5 - References of the Request for Proposal (RFP).
- Q3.** Will the Senate of Canada please advise if this requirement is open to Bidders delivering a managed solution offering using subcontracted personnel?



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- R3.** Please refer to Part 5 – Resulting Contract Clauses, section 15 - Subcontracts.
- Q4.** Will the Senate of Canada please confirm if all members of the Bidder's proposed team will be interviewed?
- R4.** The Bidder's principal resource, along with up to one (1) additional bidder's representative (if applicable and as decided by the bidder), will be interviewed by the Senate.
- Q5.** M2. states, "The Bidder must have a minimum of three (3) years of experience within the last five (5) years, in the development of risk management framework". However, the scope of the SOW reflects that this RFP is not just for the development of an ERM framework, but also the processes, strategies, tools and templates and supporting policy. Would the Senate consider revising M2 (and therefore also R2) to also allow experience with ERM related activities, to allow the Bidder to demonstrate all relevant experience that is similar to the SOW? The interpretation of this mandatory requirement currently restricts the Bidder to only demonstrate experience with developing ERM frameworks. May we suggest, "The Bidder must have a minimum of three (3) years of experience within the last five (5) years, in the development of risk management frameworks and/or ERM related activities."?
- R5.** The mandatory criteria M2 (Bidder's experience) will remain unchanged.