



**Return Bids to:**

Natural Resources Canada

**Only bids submitted using CPC Connect service will be accepted.**

At least five (5) business days before the bid solicitation closing date, it is necessary for the Bidder to send an email requesting to open CPC Connect conversation to the following address: <mailto:procurement-appvisionnement@NRCan-RNCan.gc.ca>

**Request for Proposal (RFP)**

**Proposal To: Natural Resources Canada**

We hereby offer to sell to Her Majesty the Queen 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 therefor.

**Instructions : See Herein**

**Comments – Commentaires**

**This solicitation amendment 01 is issued to:**

- **Respond to questions (Q&A No. 01-08)**

**Issuing Office – Bureau de distribution**

Finance and Procurement Management  
Branch  
Natural Resources Canada  
506 Burnside Road West  
Victoria, BC V8Z 1M5

<b>Title – Sujet</b>	
TSPS – 3.11 Communications Consultant COMMUNICATIONS COORDINATOR FOR THE CANADIAN COUNCIL OF FOREST MINISTERS	
<b>Solicitation No. – No de l’invitation</b> NRCan- 5000076225	<b>Date</b> 2023-11-27
<b>Requisition Reference No. - N° de la demande</b> 176164	<b>Amendment No. 01 Amendement n°01</b>
<b>Solicitation Closes – L’invitation prend fin at – à 02:00 PM EDT on – le 2023-12-14</b>	
<b>Address Enquiries to: - Adresse toutes questions à:</b> <a href="mailto:Gerald.Baran@NRCan-RNCan.gc.ca">Gerald.Baran@NRCan-RNCan.gc.ca</a>	<b>Buyer Id – Id de l’acheteur : A11</b>
<b>Telephone No. – No de telephone</b> 778-350-9373	
<b>Destination – of Goods and Services: Destination – des biens et services:</b> See herein	
<b>Security – Sécurité</b> There are security requirements associated with this requirement.	
<b>Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l’entrepreneur</b>	
<b>Telephone No.:- No. de téléphone:</b>	
<b>Email – Courriel :</b>	
<b>Name and Title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/de l’entrepreneur (taper ou écrire en caractères d’imprimerie)</b>	
<b>Signature</b>	<b>Date</b>



**REQUEST FOR PROPOSAL (RFP) AGAINST A SUPPLY ARRANGEMENT FOR TASK AND SOLUTIONS PROFESSIONAL SERVICES (TSPS) - E60ZT-18TSPS**

**SOLICITATION AMENDMENT 01**

This **solicitation amendment 01** is issued to respond to recent questions posed by potential bidders:

Therefore, amend as follows:

RFP 5000076225 Questions and Answers

Question	Answer
Q1- "M6 asks that the Bidder's proposed resource 'must have 1 cumulative year in working with and managing federal, provincial, and territorial relations.' As working with and managing relations between various levels of government in Canada falls outside the role and scope of a Communication Consultant, will the Crown accept resources that have experience working with federal, provincial, and territorial stakeholders in a communications capacity?"	Q1A: No, the work requires someone with experience working within the complex relationships when federal, provincial and territorial governments are working together towards common goals.
Q2- "Due to the complexity of preparing a response to this solicitation and the large number of bids currently out to tender we would like to request a <b>one-week</b> extension to the solicitation closing date to ensure that vendors are able to submit high quality responses that provide the best value to the crown."	Q2A: The RFP has been extended for an additional 14 calendar days and will now close at 2:00 pm, Thursday, <b>December 14, 2023</b> (Pacific Standard Time)
Q3 – "Is there currently, or has there been within the last 24 months, an incumbent performing the duties described in the solicitation? If so, can you please provide the name(s) of the incumbent company, the contract duration(s), and the total contract value(s)?"	Q3A: No
Q4 – "Due to the complexity of preparing a response to this solicitation and the substantial number of bids currently out to tender we would like to request a <b>two-week</b> extension to the solicitation closing date to ensure that vendors are able to submit high quality responses that provide the best value to the Crown"	Q4A: Approved.
Q5: For requirement M3: The Bidder's proposed resource must have three (3) cumulative years of experience in the natural resources sector such as forestry within the last five (5) years from the issuance of this RFP. In Section 4 of Attachment 1 to Part 5 states that "the resource required for the Communications Consultant will be fluent in both official	Q5A: Yes



<p>languages of Canada (French and English).” However, the Statement of Work notes that all deliverables will be provided in English and the contactor must be able to accommodate both official languages. Given that the majority of the work will be delivered in English, will the Crown accept a candidate with intermediate proficiency in French?</p>	
<p>Q6: Would the crown consider accepting 3 years of experience in the natural resources sector if it was not within the last 5 years?</p>	<p>Q6A: No</p>
<p>Q7: In the event that the Crown does not grant an extension, we asking for an extended enquiry deadline period. As it stands now, the enquiry deadline is November 22nd 2023. The short window is a challenge and hinders the ability of vendors to identify and raise relevant enquiries.</p>	<p>Q7A: The RFP has been extended for an additional 14 calendar days and will now close at 2:00 pm, Thursday, December 14, 2023 (Pacific Standard Time)</p>
<p>Q8: Under Annex "C" Security Requirements Check List, Part 11 (d), states that the supplier will be required to use its IT systems to electronically process, produce, or store Protected and/ or classified information or data. Additionally, The statement of work indicates the work will be performed virtually and as it is rare for candidates to hold document safeguarding in their own homes due to the strict requirements and extensive cost, leaving this clause in place will limit the number of eligible candidates to be considered for submission on this opportunity. We kindly request the Crown to provide further clarity and specific details regarding the expectations from vendors to meet the Supplier Security Safeguards outlined in Part 11 (d).</p>	<p>Q8A: The original wording was intended to specify that the work will not be taking place at a NRCan facility. The statement of work has been updated to clarify that the work is expected to be completed at the contractor’s place of business that holds a valid Document Safeguarding Capability.</p>

Change to the Statement of work:

“The work is expected to be completed at the contractor’s place of business”



**Amendment No. 01/ Amendement n°01**

**Replace the solicitation closing date from November 29, 2023 to December 14, 2023, as follows:**

**Modifier la date de clôture de l'invitation à soumissionner du 29 novembre 2023 au 14 décembre 2023 comme suit :**

**Solicitation Closes – L'invitation prend fin  
at – à 02:00 PM EDT  
on – le 2023-12-14**

**and/et**

**Completely ~~DELETE~~: Annex A – Statement of Work, 7.6 Location of Work and ~~REPLACE~~ with the following:  
7.6 Location of Work**

**The work is expected to be completed virtually AND the work is expected to be completed at the contractor's place of business that holds a valid Document Safeguarding Capability.**

**End of Q&A**