



Office of the  
Auditor General  
of Canada

Bureau du  
vérificateur général  
du Canada

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

Office of the Auditor General of Canada  
Bureau du vérificateur général du Canada  
E-mail: [suppliers@oag-bvg.gc.ca](mailto:suppliers@oag-bvg.gc.ca)

**AMENDMENT TO BID SOLICITATION  
MODIFICATION À LA DEMANDE DE  
SOUMISSIONS**

**Proposal To: Office of the Auditor General of  
Canada**

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 présent révisé; sauf indication contraire, les modalités de l'invitation demeurent les memes.

**Solicitation Closes / L'invitation prend fin**

At – à : January 29, 2024  
**14:00 Eastern Daylight Time /  
14h00 Heure avancée de l'Est**

On - le :  
29 janvier 2024

<b>Title/Titre:</b> IT Audit Methodology, Training, Advice and Practice Review	
<b>Solicitation No / N° de l'invitation :</b> RFP 410	<b>Date of Solicitation / Date de l'invitation</b> December 22, 2023 22 décembre 2023
<b>Amendment No. – No. modif.</b> 001	
<b>Date of the Original Solicitation / Date de Demande pour l'invitation originale</b> December 19, 2023 / 19 décembre 2023	
<b>Address Enquiries to / Adresser toutes questions à</b> Soo Yeon Cho <a href="mailto:suppliers@oag-bvg.gc.ca">suppliers@oag-bvg.gc.ca</a>	
<b>Destination of Goods, Services and Construction / Destination des biens, services et construction</b> Specified Herein Précisé dans les présentes	
<b>Instructions:</b> Municipal taxes are not applicable. Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, and must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.	
<b>Instructions:</b> Les taxes municipales ne s'appliquent pas. Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiquée(s). Le montant des taxes applicables doit apparaître séparément.	
<b>Supplier Name and Address / Nom et adresse du fournisseur</b> <b>Telephone No. / N° de telephone:</b>	
<b>Name and title of person authorized to sign on behalf of supplier (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'imprimerie)</b>  Name/Nom _____  Title/Titre _____  Signature _____ Date _____	

**This solicitation amendment is raised to provide answers to Bidder questions in relation to this solicitation.**

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## 1. Questions and Answers

**Question 1:** Given the holiday season and the number of people that are taking time off, we respectfully request a two-week extension to the closing date of the bid.

**Answer 1:** The submission deadline is extended to January 29 2024, 2PM EST.

**Question 2:** In the Minimum Mandatory Resource Qualification and Experience there is currently a requirement for auditors/consultants to have a university degree in an IT related field (Attachment 1 to Part 4). This can be overly restrictive in that many auditors/consultants may have a degree in business or other related areas. Would the OAG consider amending this requirement to an “undergraduate university degree” similar to the other resource categories?

**Answer 2:** Yes, please see the Amendments below.

## 2. Amendments

Request for Proposal (RFP) 410 – IT Audit Methodology, Training, Advice and Practice Review is hereby amended as follows:

- a. Delete ATTACHMENT 1 to PART 4, Minimum Mandatory Resource Qualifications and Experience in its entirety and replace with the following.

### **ATTACHMENT 1 to PART 4, Minimum Mandatory Resource Qualifications and Experience**

The following table provides the minimum mandatory qualifications and experiences for each Resource Category. This criteria must be met by each of the Bidder's proposed resources. When applicable, each resource proposed with a university degree or college diploma, must possess, at a minimum, a certificate from a recognized Canadian university or college, or the equivalent as established by a recognized Canadian academic credentials assessment service, if obtained outside Canada. The list of recognized organizations can be found under the [Canadian Information Centre for International Credentials](#) website.

<b>Resource Categories and Requirements</b>	<b>Systems and Information Technology Audits</b>
<b>Partners /Managing Directors</b>	
1. Education and Designations	<ul style="list-style-type: none"><li>• Designation in an IT related field (CISA , CISSP, CISM or CRISC designation); and</li><li>• Undergraduate university degree (e.g. Bachelor's degree or equivalent or higher)</li></ul>
2. Minimum Experience	Within the last fifteen (15) years, ten (10) cumulative years IT and systems audit experience, including five (5) years managing engagements

Resource Categories and Requirements	Systems and Information Technology Audits
<b>Managers</b>	
1. Education and Designations	<ul style="list-style-type: none"> <li>• Designation in an IT related field (CISA , CISSP, CISM or CRISC designation); and</li> <li>• Undergraduate university degree (e.g. Bachelor's degree or equivalent or higher)</li> </ul>
2. Minimum Experience	Within the last ten (10) years, eight (8) cumulative years IT and systems audit experience, including three (3) years managing engagements
<b>Senior Auditors/Consultants</b>	
1. Education and Designations	<ul style="list-style-type: none"> <li>• Designation in an IT related field (CISA , CISSP, CISM or CRISC designation); and</li> <li>• Undergraduate university degree (e.g. Bachelor's degree or equivalent or higher)</li> </ul>
2. Minimum Experience	Within the last five (5) years, two (2) cumulative years IT and systems audit experience, including one (1) year supervisory experience
<b>Auditors/Consultants</b>	
1. Education and Designations	Undergraduate university degree (e.g. Bachelor's degree or equivalent or higher)
2. Minimum Experience	Within the last five (5) years, one (1) cumulative year IT and systems audit experience

All other terms and conditions remain unchanged.