



Procurement and Contracting Services
30 Victoria Street
Gatineau, Quebec K1A 0M6

INVITATION TO QUALIFY AMENDMENT

The Invitation to Qualify is hereby amended; unless otherwise indicated, all other terms and conditions of the Invitation to Qualify remain the same.

ITQ Amendment No.	ITQ Amendment Date:
2	August 18, 2023
Office of the Chief Electoral Officer File No.	
ECBH-ITQ-2022-1638	
Title:	
Field Service Supply Solution (FSSS)	
Invitation to Qualify Closing Date:	
September 14, 2023 at 2:00PM (Eastern daylight time)	
ENQUIRIES – address enquiries to the Contracting Authority:	
Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6 proposition-proposal@elections.ca	
Attention:	Tel No.
Brandon Hua	873-415-0459

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Invitation to Qualify for Field Service Supply Solution (FSSS) bearing number ECBH-ITQ-2022-1638 and dated July 20, 2023 (the "ITQ"). This amendment hereby forms part of the ITQ.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the ITQ and used in this amendment shall have the same meanings assigned to them in the ITQ.

Part 2. Questions and Answers

The following questions have been asked in response to the Invitation to Qualify and Elections Canada hereby answers as follows:

2.1 Question No. 2

Question:

Can Elections Canada please confirm if the same client reference can be used multiple times to fulfill requirements for M4, M5, M6, and M7?

Answer:

Yes, the same client reference and experience examples can be used multiple times; however, the respondent should tailor a specific response and form for each mandatory requirement to ensure that all criteria within the mandatory requirement are met.

As a reminder, respondents must use the **Form 2: Project Reference Check Form** provided in the ITQ.

2.2 Question No. 3

Question:

If a Bidder chooses to partner with another firm and presents a response with references that are either the bidder's or the partner's references, would Elections Canada deem that the response is compliant with all mandatory requirements?

Answer:

Yes, the references from both parties of a Joint Venture will be accepted as per section **2.16 Joint Venture** of the ITQ.

Respondents in a Joint Venture should refer to section **3.1.15 Joint Venture Experience** when preparing a response to the ITQ to determine whether their experience will be accepted as a Joint Venture experience.

Part 3. Amendments

3.1 Amendment to Section 2.17.3 of Part 2

Section 2.17.3 of the Invitation to Qualify is hereby amended to read in its entirety as follows:

- 2.17.3 Without limiting in any way the provisions described in Section 2.17.1 and 2.17.2 above, Respondents are advised that Elections Canada has engaged the assistance of the following contractors and resources who have provided services including the review of content in preparation of this ITQ and/or who have had, or may have had, access to information related to the content of the ITQ or other documents related to this ITQ.

Contractors:

ADGA
CORADIX Technology Consulting LTD.
Experis Manpower Group
Gartner Canada Co.
Lumina IT Inc.
PROCOM Consultants Group LTD.

Resources (last name, first name):

Dumas, Marianne
Gregory, Daniel
Juneau, Micheline
Mia, Dawn
Okudolo, Ben
Seguin, John
Woodhouse, David

Any response that is received from one of the above-noted contractors and/or resources, whether as a sole Respondent, Joint Venture, or as a sub-contractor to a Respondent; or for which one of the above-noted contractor and/or resources provided any input unto the response, will be considered to be in contravention of the Conflict of Interest clauses identified in Section 2.17, and the response will be declared non-responsive.