QUESTIONS AND ANSWERS SERIES 1

RFP 24062-27-044 RFP CAITTS SA – SFI Data and AI Accelerator Training

English Q&A

Question 1: The Request for Proposal indicates that registrations must be supported on an individual basis rather than through a cohort model.

1. Could you confirm whether the intention is for participants to be enrolled individually in already scheduled open enrollment training sessions? Does this mean the training would become a private session?
2. Can the supplier also offer on-demand training for a specified number of participants, according to its delivery model?

Answer 1:

Canada has reviewed your request,

1. Yes, individual enrolment in already scheduled open training offerings is compliant with the requirement. No, this does not constitute private training reserved for the GC.
2. Yes, as an additional option and subject to GC approval. However, the proposed solution must still allow individual enrolment in recurring scheduled offerings.

Question 2: Pricing Model

To properly interpret the financial table, could you clarify whether the price submitted should represent:

1. the full cost of a training session, regardless of the number of participants enrolled, including situations where only one participant requests training; or
2. the cost of a group training session based on a minimum or maximum number of participants defined by the supplier?

Answer 2:

Canada has reviewed your request and has amended the pricing schedule.
The pricing schedule requires bidders to provide a firm all-inclusive course fee for each training course by learning domain and duration.

Question 3: Instructor Experience

With respect to the instructor experience requirement, would demonstrable experience delivering virtual training in the field of Information Technology (including various IT-related subjects) be considered acceptable?

Answer 3:

No. Canada has reviewed your request. To satisfy this mandatory requirement, the proposed lead instructor or instructional team must demonstrate at least three (3) years of experience delivering virtual instructor-led training in one or more of the domains required by the RFP. General Information Technology training experience may be considered; however, it must be demonstrated as comparable to the specific domains required under this RFP.

Question 4

"May we please have a 14-day extension to the deadline on this bid?"

Answer 4:

Canada has reviewed your request. The solicitation closing date will be extended to September 9th.

Question 5:

"On page 18 in the PDF document the request is for a fee structure for 1 day VILT, 2 day VILT, 3 day VILT, etc. The fees for different courses could be drastically different based on the corresponding governing body (certification) and therefore, is it acceptable to provide a fee structure that is based on the course proposed in the proposal? For example, a vendor may propose four different two day courses, each with a different corresponding course tuition?"

Answer 5:

Canada has reviewed your request. No, bidders must provide **one firm all-inclusive price for each VILT duration category** (1-day, 2-day, 3-day, 4-day, and 5-day) as specified in the pricing schedule.

As stated in the RFP, the submitted price must include all applicable elements identified in the pricing schedule, **including registration administration, learner onboarding, course delivery, materials, learner support, reporting, and certification examination fees** where applicable.

Question 6

Is it the intent fo award to multiple vendors to ensure all courses and or learning objectices are achieved? Or, is the award going to be to one single vendor?"

Answer 6:

For clarification, as stated in the RFP, Canada intends to award **one (1) contract** for this requirement. Bidders are expected to propose a solution that addresses all required learning domains and associated requirements identified in the Statement of Work.

Question 7:

Reference: Part 4, Attachment 1 – Mandatory Technical Criteria, M2 – Official Languages (English and French) Delivery Capability; Annex A, Sections 4.5.2–4.5.3 and 8.2.

The RFP requires bidders to demonstrate the ability to deliver the proposed learning solution in both of Canada’s official languages, English and French, including virtual instructor-led training, learner-facing materials, and learner support.

If a bidder's commercially available public course offerings are currently offered in English only, and the associated learner-facing course materials are also available in English only, would the bidder be considered non-compliant with mandatory criterion M2 and therefore deemed non-responsive?

Please clarify whether the French-language capability must be available as part of the bidder's existing commercial/public offerings.

Answer 7:

Canada has reviewed your request and amended the RFP to remove all mandatory evaluation criteria regarding demonstration of language.

The Statement of work, Section 8.2 Official Languages has been revised.

Question 8:

> How many total days (or hours) of training does TBS anticipate each of the approximately 150 learners will complete per year over the Contract Period? This will help us determine the depth and durations of the proposed learning pathways in each domain.

Answer 8:

The intent is to provide approximately 150 learners with flexible access to virtual instructor-led offerings across the three required domains. Learners will select offerings from the Contractor's catalogue based on their individual learning needs.

Question 9:

What is the anticipated breakdown (e.g., percentage or estimated learner count) of learners requiring French-language delivery versus English-language delivery

Answer 9:

There is no specific ratio or learner count is required for English versus French delivery. The Statement of work, Section 8.2 Official Languages has been revised.

Question 10:

Per Attachment 2 to Part 3 - Pricing Schedule,

1. Table 1 requests a single firm all-inclusive course fee per duration band (1–5 day VILT) across all three required domains. Given that course pricing varies significantly by vendor, product line, and format (e.g., inclusion of hands-on labs) even within the same duration, may the Bidder submit firm pricing on a per-course or per-learning-pathway basis instead of strictly by duration?

2. If per-course or per-pathway pricing is not acceptable, may the Bidder provide a price range (low–high) for each duration band in Table 1, to account for the pricing variability described above, rather than a single fixed unit price per band

Answer 10

Canada has reviewed your request. The pricing table has been amended to require a firm all-inclusive course fee for each learning domain and course-duration band of the virtual instructor-led offering. Bidders must complete the pricing table as amended and provide a single firm all-inclusive fee for each applicable virtual-instructor led training by domain and duration band.

Question 11:

Given the scope and complexity of the technical response requested, including instructional design documentation, certification mapping, and bilingual delivery parity across three domains, as well as navigating internal vacations surrounding the Labour Day long weekend, will TBSC consider extending the submission deadline a minimum of two weeks?

Answer 11:

Canada has reviewed your request. The solicitation closing date will be extended to September 9th.