



## NOTICE OF PROPOSED PROCUREMENT (NPP)

### Strategic Privacy Consulting Services

Solicitation No.: 20140926

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**This RFP is only for pre-qualified Suppliers for Category C.16 PIA Specialist /Stream 6: Cyber Protection Services against TBIPS SA # EN578-055605/EI.**

#### DESCRIPTION OF REQUIREMENT:

The IM/IT Division of the Office of the Superintendent of Financial Institutions has a requirement for the provision of strategic privacy consulting services (including Privacy Impact Assessments and Privacy Risk Management Plans) in support of its' Enterprise Information Management (EIM) directorate, on an "as and when requested" basis, in the National Capital Region (NCR), over the next two to three years.

#### C.16 PIA Specialist

##### Responsibilities could include but are not limited to:

- Review, analyze, and/or apply:
  - Treasury Board Privacy Impact Assessment Policy and Guidelines
  - Federal Privacy Act and Regulations
  - Treasury Board Privacy and Data Protection Policy
  - Personal Information Protection and Electronic Documents Act (PIPEDA)
  - GC IT/IM policies and guidelines
  - Government On-Line (GOL) initiatives
  - Secure Channel Network including its technical and business processes and service offerings
  - IT Security practices and principles
  - IT Security technological solutions
- Conduct privacy impact assessments (PIAs) and preliminary privacy impact assessments (PPIAs) of projects and concepts, in accordance with the requirements of:
  - Treasury Board Privacy Impact Assessment Policy
  - Treasury Board Privacy Impact Assessment Policy Guidelines
  - Other relevant standards, procedures and guidelines
- Analyze the flow of information using the PIA model provided by the client
- Conduct privacy analysis to provide evidence of compliance with privacy principles and to identify privacy risks
- Develop Privacy Risk Management Plans



- Develop recommendations as to possible privacy risk mitigation strategies
- Complete tasks directly supporting the departmental IT Security and Cyber Protection Program
- Develop and deliver training material relevant to the resource category

## DURATION OF CONTRACT

The duration of the contract is from date of Contract to three years later, including *two (2)* options of one (1) year each.

## EVALUATION PROCESS AND SELECTION METHODOLOGY

A Best Value Score will be calculated by combining the Technical Score for compliant Bidders with their Weighted Bid Price. The Technical Score will represent 70% and the Weighted Bid Price will represent 30% of the Best Value Score.

The Technical Score from each of the technically compliant bids will be multiplied by 70% to arrive at an Adjusted Technical Score out of 70. The Price Score will be calculated by pro-rating the compliant Bidders (i.e., those who achieve 49 points or more on their Technical Score) against the lowest-priced compliant Bidder. The Adjusted Technical Score and the Price Score will then be added to arrive at a Best Value Score.

## SECURITY REQUIREMENTS

### SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE COMMON-PS-SRCL#19

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of **RELIABILITY STATUS, CONFIDENTIAL** or **SECRET** as required, granted or approved by CISD/PWGSC.
3. The Contractor/Offeror MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
  - a. Security Requirements Check List and security guide (if applicable), attached at Annex \_\_\_\_\_;



b. *Industrial Security Manual* (Latest Edition).

**NOTE:** There are multiple levels of personnel security screenings associated with this file. In this instance, a Security Classification Guide must be added to the SRCL clarifying these screenings. The Security Classification Guide is normally generated by the organization's project authority and/or security authority.