



## **NOTICE OF PROPOSED PROCUREMENT (NPP)**

### **PROFESSIONAL AUDIT SUPPORT SERVICES (PASS) SUPPLY ARRANGEMENT**

Buyer ID:

Solicitation No.: N14-15012

Contracting Authority: Marlee Diamond

Telephone No.: 613-996-8361

Fax No.: 613-947-6368

E-mail Address: Marlee.Diamond@NSERC-CRSNG.GC.CA

**This RFP is only for pre-qualified Suppliers for Stream 1, Internal Audit Services against Professional Audit Support Services (PASS) Supply Arrangement (E60ZG-060004)**

#### **DESCRIPTION OF REQUIREMENT:**

Audit of Human Resources Management

Engagement to provide audit expertise, as well as subject matter expertise in human resource management to the Natural Sciences and Engineering Research Council (NSERC) and Social Sciences and Humanities Research Council (SSHRC). A Partner/Managing Director is required to lead the audit.

- Work Stream 1: Internal Audit Services;

#### **DURATION OF CONTRACT**

From the date of Contract award to September 30<sup>th</sup> 2015

#### **EVALUATION PROCESS AND SELECTION METHODOLOGY**

Highest Combined Rating of Technical Merit (70%) and Price (30%)

The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract. In the event of two or more responsive bids having the same highest combined rating of technical merit and price, the responsive bid that obtained the highest overall score for all the point rated technical criteria detailed in Attachment 1 to Part 4 of the RFP will be recommended for award of a contract.



## SECURITY REQUIREMENTS

The following security requirement (SRCL #6) and related clauses apply to and form part of the Contract:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. The Contractor/Offeror MUST NOT remove any PROTECTED information or assets 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 C of the RFP
  - b. *Industrial Security Manual* (Latest Edition).