

# Notice for Government Electronic Tendering Service (GETS)

---

\* Project Title: Field Support Services Project in Mali  
\* Solicitation Number: 2016-D000017-1  
\* Closing Date: September 1, 2015  
Tender Type: RFP-Request for Proposal  
\* Region of Delivery: Foreign  
\* Region of Opportunity: Foreign  
Agreement Type: None  
Solicitation Method: Open  
Estimated Value: ≥\$5,000,001  
Organization Name: Department of Foreign Affairs, Trade and Development  
\* GSINS: R019AB

## **INVITATION**

The Department of Foreign Affairs, Trade and Development of Canada (DFATD) requires the services of a Consultant to implement the Field Support Services Project (FSSP) in Mali.

To ensure the quality and relevance of the work being done to overcome the challenges presented by development in Mali, the Mali Development Program must have access to technical specialists who have local knowledge and experience, to studies and strategies by sector, to program tracking tools and to support for the coordination of donors and activities related to the effectiveness of assistance from Canada. To meet these needs, DFATD created the Field Support Services Project (FSSP), which will provide necessary technical, administrative and support services. The FSSP will be managed by the Consultant.

The purpose of this notice is to invite formal costed proposals from eligible Consultants. On the basis of the formal proposals, one Consultant will be invited to negotiate a contract for the provision of services. DFATD reserves the right to refuse any or all proposals received. The anticipated contract duration is five (5) years.

## **WORKING LANGUAGE OF THE PROJECT**

Since Mali requests communications with DFATD in French, the working language for this project is French.

## **DESCRIPTION OF SERVICES**

To help improve the efficiency of program and project work by stakeholders and the impact of Canada's development program, the Consultant must render administrative, financial, logistical services, undertake procurement of goods, services and technical specialists as well as support local development initiatives.

The Consultant will be the overall manager, administrator and coordinator, bringing together the various resources required to execute the Project. The Consultant is responsible for carrying out activities required for the financial and operational administration of the Project.

## **BIDDERS CONFERENCE**

A bidder's conference will be held on July 31, 2015.

# Notice for Government Electronic Tendering Service (GETS)

---

## **CONSULTANT PROFILE**

To meet the requirements of the assignment, DFATD is seeking to retain the services of a Consultant with a set of demonstrated and verifiable capabilities. DFATD is seeking a Consultant with experience in:

1. Providing services similar to the FSSP (average annual budget of the project, location of the project and types of services provided in the project).

## **INSTRUCTIONS TO BIDDERS**

Proposals should be presented following the instructions provided in the Request for Proposal document to be obtained through the GETS on the Internet (<https://buyandsell.gc.ca/>). Please note, DFATD does not send out RFPs directly to interested Consultants.

In order to be considered, proposals must be completed and received no later than 14:00, Eastern Daylight Time (EDT), on closing date, at the following address:

Foreign Affairs, Trade and Development Canada  
Distribution and Mail Services - AAG  
Lester B. Pearson Building  
125 Sussex Drive  
Ottawa, Ontario K1A 0G2 CANADA  
Attention: Bid Receiving Unit – SGD

**PROPOSALS SUBMITTED VIA FACSIMILE WILL NOT BE ACCEPTED.**

## **INQUIRIES**

Questions relating to this notice must be directed **IN WRITING** to:

Mélanie Rivard  
Department of Foreign Affairs, Trade and Development  
125 Sussex Drive  
Ottawa, Ontario K1A 0G2 CANADA

Fax: 819-953-9186

E-mail: [melanie.rivard@international.gc.ca](mailto:melanie.rivard@international.gc.ca)

Website: <http://www.international.gc.ca>