NOTICE OF PROPOSED PROCUREMENT (NPP)
For
TASK BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

GSIN: D302A ADP SYSTEM DEVELOPMENT SERVICES

Reference Number:	CIO/BSB0027	**Solicitation Number:**	IC401487
Organization Name:	Industry Canada **–** Chief Information Office Sector		
Solicitation Date:	2015-09-04	**Closing Date:**	*2015-09-24 11:00 AM Eastern Daylight Saving Time EDT*
Anticipated Start Date:	2015-10-13		
Estimated Delivery Date:	*N/A*	**Estimate Level of Effort:**	240 days / year
Contract Duration:	*The initial contract period will be from date of contract award and ends one (1) year after with two (2) irrevocable options year periods.*		
Solicitation Method:	Competitive	**Applicable Trade Agreements:**	WTO-AGP, NAFTA, AIT, Canada-Chile, Canada-Colombia, Canada-Panama, Canada-Peru
Comprehensive Land Claim Agreement Applies:	No	**Number of Contracts:**	*1*

Requirement Details

Tendering Procedure: Selective Tendering – This is a re-tender of IC401465

This requirement is open only to those TBIPS Supply Arrangement Holders who qualified under Tier 1 for services in the National Capital Region for the following category:

> *One (1) Level 3 Project Manager - This is a new requirement. There are no contractors performing this service*

The following SA Holders have been invited to submit a proposal:

1. D4is - 4165047 Canada Inc. o/a D4iS Solutions.
2. ADGA Group Consultants Inc.
3. ADRM Technology Consulting Group Corp
4. Artemp Personnel Services Inc.
5. BP & M Government IM & IT Consulting Inc.
6. CGI Information Systems and Management Consultants Inc.
7. Cisco Systems Canada Co.
8. Coradix Technology Consulting Inc.
9. Davidson Violette & Associates Inc.
10. Emerion
11. Empowered Networks Inc.
12. eVision Inc., SoftSim Technologies Inc. in JV
13. Excel Human Resources Inc.
14. FoxRed Consulting Inc.
15. Fujitsu Consulting (Canada) Inc.
16. Groupe Alithya Inc./Alithya Group Inc.
17. Holonics Inc.
18. I4C Information Technology Consulting Inc.
19. iFathom Corporation
20. InRound Innovations Inc., 3056058 Canada Inc., in JV
21. Lansdowne Technologies Inc.

22. Leo-Pisces Services Group Inc.
23. Leverage Technology Resources Inc.
24. Lintex Computer Group Inc.
25. Lumina IT Inc.
26. Mindwire Systems Ltd.
27. Neosoft Technologies Inc.
28. NRNS Incorporated
29. PrecisionIT Inc., IDS Systems Consultant Inc., PrecisionERP Inc., in JV
30. Pricewaterhouse Coopers LLP
31. Procom Consultants Group Ltd.
32. Randstad Interim Incorporated
33. Somos Consulting Group Inc.
34. Symbiotic Group Inc.
35. Systematix Solutions TI Inc./Systematix IT Solutions Inc.
36. TekSystems Canada Inc./Society TekSystems Canada Inc.
37. TeraMach Technologies Inc.
38. The AIM Group
39. The Halifax Group
40. The VCAN Group
41. Zernam Enterprises

ORGANIZATION

The Chief Information Office (CIO) is mandated to maximize Industry Canada's business performance through modern and progressive management of information management (IM) and information technology (IT) services, policies, and resources. The CIO Branch is specifically responsible for:

- Establishing IM/IT strategies and policies that support the overall mandate of the Department and are consistent with established funding envelopes;
- Aligning IM/IT resources with departmental priorities and IM/IT plans through a practical governance structure;
- Providing high-quality, affordable IM/IT services to departmental business partners;
- Providing high-quality and responsive support to departmental IM/IT users; and
- Establishing department-wide technology standards and architecture to maximize opportunities for horizontal investments in IM/IT across the department.

The Business Services Branch (BSB) is responsible for the development of solutions and applications as well as the maintenance of existing systems to support Industry Canada business units.

Services are delivered through four organizational directorates:

- Business Solutions
- IT Modernization
- Enterprise Solutions
- SITT & CIPO Development and Support

This resource requirement will fall under the IT Modernization Directorate.

PROJECT OVERVIEW

The CIPO Modernized IP Case and Workflow Solution for Trademarks, Patents and Copyright and Industrial Design will modernize CIPO's Trademarks, Patents, Copyright, Industrial Design (National or Hague System) International, and National and Correspondence generation solutions by developing end to end IP transaction capabilities that will improve business processes and support ongoing regulatory and business changes. The new solution for international and national processing will interface with existing services and sub-systems and with the solutions that will be deployed as part of the Trademarks, Patents E-filing, CIPO Document Access System, Integrated Financial Services, Client Relationship Management and CIPO Enterprise Content Management projects. This solution will enable CIPO to:

- Upgrade Trademark's, Patents and Copyright/Industrial Design (CID) operational systems with state of the art technology;
- Improve traceability of IP transaction/events in support of Business Intelligence processes;
- Ease of workflow configuration to increase business agility to facilitate process improvements;

- Improve tools for employees to do their work more easily and efficiently in order to meet the increasing pressure and demands of their daily workload; and
- Realize considerable savings by not having to maintain and improve Trademarks', Patents and CID legacy system and specialized contractors.

SCOPE OF WORK / KEY ACTIVITIES

Currently the IT Modernization Directorate has a requirement for a Senior Project Manager (level 3) to assist the current IT Modernization management team with project management of the Industry Canada IP Case Management and Workflow Solution for Trademarks, Patents and CID. Duties and tasks may but not be limited to the following:

- Manage projects within scope, quality, time, and cost constraints with minimal oversight from IT Modernization Director or Program Manager;
- Manage day-to-day project team activities and stakeholder communications;
- Effectively apply project management methodology and enforce IC project processes and standards accordingly;
- Develop project estimates for client approval;
- Create, execute and maintain project work plans and revise as appropriate to meet changing needs and project demands;
- Manage project schedule and budget against baseline;
- Create and manage the schedule of a matrix team;
- Analyze/review business requirements to validate functional and non-functional requirements;
- Communicate with senior management and stakeholders from a technological and non-technological perspective;
- Effectively manage project scope by ensuring any changes are documented and approved through the change management process;
- Develop and implement impact assessment of COTS customization and integration on Operations and the IC technical infrastructure;
- Review/analyze other project interdependencies and requirements to ensure alignment at the IT Modernization program level;
- Proactively identify project issues and risks and create successful action plans for resolving issues and mitigating risks; minimize project exposure and risk;
- Proactively set and manage project stakeholder expectations;
- Measure project performance using appropriate tools and techniques;
- Track and report on project milestones and provide status reports to management, project team, and other project stakeholders;
- Build strong relationships with business and technical stakeholders and develop a deep understanding of their business objectives;
- Negotiate implementation date with client; and
- Other related duties.

Security Requirement: PWGSC FILE # Common PS SRCL #4 applies
Minimum Corporate Security Required: FSC **-** Secret
Minimum Resource Security Required: Secret

Contract Authority

      Name: Tony Eyre
      Email Address: tony.eyre@ic.gc.ca

Inquiries

Inquiries regarding this RFP requirement must be submitted to the Contracting Authority named above. Request for Proposal (RFP) documents will be e-mailed directly from the Contracting Authority to the Qualified Supply Arrangement Holders who are being invited to bid on this requirement. BIDDERS ARE ADVISED THAT "BUYANDSELL.GC.CA" IS NOT RESPONSIBLE FOR THE DISTRIBUTION OF SOLICITATION DOCUMENTS. The Crown retains the right to negotiate with any supplier on any procurement. Documents may be submitted in either official language.

NOTE: Task-Based Informatics Professional Services (TBIPS) Method of Supply is refreshed three (3) times per year. If you wish to find out how you can be a "Qualified SA Holder", please contact RCNMDAI.-NCRIMOS@pwgsc.gc.ca