



NOTICE OF PROPOSED PROCUREMENT (NPP)

Solicitation #: 1000174582 **Closing Date:** Wednesday, January 13th, 2016 **Time:** 3pm EST (15:00 hrs)

This requirement is for the Public Health Agency of Canada.

Title:

Evaluation of the Official Languages Health Contribution Program, Health Care Programs and Policy Directorate, Strategic Policy Branch, Health Canada.

Background:

The Office of Evaluation, Public Health Agency of Canada and Health Canada, is seeking the services of a Contractor to conduct an evaluation between October 2015 and June 2016 of the Official Languages Health Contribution Program (OLHCP). The objective of the evaluation is to assess the relevance and performance (effectiveness, efficiency and economy) of the activities of the Official Languages Health Contribution Program.

Scope:

The objective is to conduct an evaluation of the Official Languages Health Contribution Program to assess its relevance and performance (effectiveness, efficiency and economy) as required by the Treasury Board Policy on Evaluation (2009). The evaluation will provide the Deputy Minister of Health Canada as well as senior management with reliable information to support decision-making regarding the achievements made by the Official Languages Health Contribution Program to ensure that Canadians have access to quality health services in both official languages.

The evaluation will be conducted in a manner that is consistent with the Official Languages Health Contribution Program's evaluation matrix and will feed into the Horizontal Evaluation of the Roadmap for Canada's Official Languages 2013-2018 - scheduled to be conducted during 2015-16.

Estimated Value:

The total cost of professional fees and all expenses proposed by the bidding firm must not exceed \$113,000.00 including taxes, travel and other expenses.

Ownership of Intellectual Property:

The crown will retain IP ownership.

Security Requirement:

Secret –Common SRCL19

Mandatory Requirements:



Mandatory Technical Criteria (M)		Page # in Proposal	Met/Not Met
A. Corporate Experience:			
M1	The Bidder must demonstrate that the proposed resource acting in the capacity of “Project Lead” meets the criteria of TSPS’ Stream 2, 2.12 Evaluation Services Consultant, Level 3 as per the Evaluation Services Consultant Flexible Grid.		
M2	The Bidder must demonstrate that one (1) member of the proposed team meets the criteria of TSPS’ Stream 2, 2.12 Evaluation Services Consultant, Level 2 as per the Evaluation Services Consultant Flexible Grid.		
B. Project Team Experience:			
M3	Three (3) members of the proposed team must demonstrate, by providing proof of past experience, his/her ability to conduct interviews in both English and French.		
M4	One (1) member of the proposed team must demonstrate, by providing proof of past experience, his/her ability to assess economy and efficiency as per the federal policy on evaluation.		
M5	One (1) member of the proposed team must demonstrate, by providing proof of past experience, that he/she has conducted evaluations at the national level in an official language minority community context.		
M6	At least one (1) evaluation team member (Project Manager or other) must hold a valid personnel security screening at the level of SECRET at the time of response to this Request for Proposal. All other team members must hold a valid personnel security screening at the level of RELIABILITY STATUS at the time of response to this Request for Proposal. A list of the names of the members of the proposed team must be provided along with their security screening level, number and expiry date.		
#	Mandatory Financial Criteria (MF)	Met/Not Met	
MF1	The total cost of professional fees and all expenses proposed by the bidding firm must not exceed \$113,000 including taxes, travel and other expenses.		

Selection Methodology

Basis of Selection – Highest Combined Rating of Technical Merit 70 % and Price 30%

Enquiries regarding this Request for Proposals requirement are to be submitted in writing to:

Name of the Contracting Authority: Sean Gosson

E-mail address: sean.gosson@hc-sc.gc.ca