



## Nature of Requirement:

Learning Services

Solicitation: 84084-16-0001

Contracting Authority: Owuor Okiro

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### ELIGIBLE BIDDERS UNDER THIS BID SOLICITATION

This Bid Solicitation is issued against the Learning Services Supply Arrangement (SA), PWGSC File No. E60ZH-070003. All terms and conditions of the Learning Services SA apply and are incorporated into any resulting contract.

The requirement described herein is open only to PWGSC Learning Services SA Suppliers.

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## NOTICE OF PROPOSED PROCUREMENT

### SUMMARY

- a. This bid solicitation is being issued to satisfy the requirement of **National Energy Board** for Learning Services under the Learning Services Supply Arrangement (SA) method of supply.
- b. It is intended to result in the award of multiple contracts for a two (2) year, period and an irrevocable option allowing Canada to extend the term of the contract for a further one period of two years.
- c. The contract delivery point is expected to be in Calgary, Alberta.

### **BASIS OF SELECTION- Highest combined rating of Technical Merit (70%) and Price (30%)**

To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation; and
- b. meet all of the mandatory criteria; and
- c. obtain the required minimum number of points for the streams' technical evaluation criteria which are subject to point rating.

Bids not meeting (a) or (b) or (c) will be declared non-responsive.

Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bids with the highest combined rating of technical



merit and price per resource level will be recommended for award of a contract in the following percentages of a contract amount:

- i. Highest ranked responsive combined ratings of technical merit and price: 45%
- ii. Second ranked highest responsive combined ratings of technical merit and price: 30%
- iii. Third highest responsive combined ratings of technical merit and price: 25%

This Bid solicitation process will result in the award of multiple contracts

#### **SECURITY REQUIREMENT:**

The following security requirements apply and form part of the Contract:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS) with approved Document Safeguarding at the level of **PROTECTED B**, issued by the Canadian Industrial Security Directorate, Public Works and Government Services Canada.
2. The Contractor personnel requiring access to PROTECTED information, assets or work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
3. The Contractor **MUST NOT** utilize its Information Technology systems to electronically process, produce or store PROTECTED information until the CISD/PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed up to the level of **PROTECTED B**.
4. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor must comply with the provisions of the:
  - a. Security Requirements Check List attached at Annex "C";
  - b. *Industrial Security Manual* (Latest Edition).