

NOTICE OF PROPOSED PROCUREMENT (NPP)

For

REQUEST FOR PROPOSAL

Reference Number:	<i>INFC-2016-20</i>	Solicitation Number:	<i>INFC-2016-20</i>
Organization Name:	<i>Infrastructure Canada</i>		
Solicitation Date:	<i>2016-12-21</i>	Closing Date:	<i>2017-02-01@ 02:00 PM Eastern Daylight Saving Time EDT</i>
Anticipated Start Date:	<i>2017-03-01</i>	Estimate Level of Effort:	522 days
Estimated Delivery Date:	<i>The contract period will be for 2 years from the date of contract with 3 additional one year option periods</i>		
Contract Duration:			
Solicitation Method:	Competitive	Applicable Trade Agreements:	<i>WTO-AGP, NAFTA, AIT</i>
Comprehensive Land Claim Agreement Applies:	No	Number of Contracts:	<i>1</i>

This bid solicitation cancels and supersedes previous bid solicitation number INFC-2016-14 dated 2016-10-27 with a closing of 2016-12-07 at 2:00pm. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

Requirement Details

Tendering Procedure: Open bidding

Introduction:

Infrastructure Canada (INFC) requires a secure Internet based Application capable of securely storing and sharing files as well as collaborate on the creation and modification of documents. The Service Provider shall host, maintain and support this application for a two (2) year contract period, plus three (3) additional one (1) year option periods.

Background:

Infrastructure Canada is required to transfer electronic files between its proponents and other partners on a regular basis. Although most of these are often done through the email system some of the files are found to be too large and are needed to be either transferred by some other means or sliced into pieces in order to satisfy the email limits adding time to both INFC and the proponents/partners.

Objective:

The objective of this procurement is to provide INFC with a qualified Service Provider capable of providing INFC with a secure, fully hosted solution to store, share and collaborate on documents.

Scope of Work:

Provide a solution that is fully hosted and managed¹ by the Service Provider and **must** be securely hosted on Canadian soil, including:

- i. Service Level Agreement (SLA) (included in RFP) ;
- ii. The platform **must** provide the technical service requirements identified in Section 6 of the SoW.
- iii. The Service Provider **must** safeguard the network and all databases including the Government of Canada's (GC) data or information about the GC at all times by taking all measures reasonably necessary to secure it and protect its integrity. To do so, at a minimum, the Service Provider must control access to the databases on which any data, including personal data, relating to this contract is stored; and
- iv. The platform **must** be available for the entire period of the contract.
- v. Customizations as required and described by INFC

Deliverables:

1. Provision of a completed Project Plan;
2. Ability to set-up up to 1000 user accounts;
3. A solution that accommodates up to 1000 concurrent users;
4. A solution that is accessible from the INFC corporate network and the general internet from a Windows 7 (or higher) and Internet Explorer 11 (or higher) environment;
5. Training that is compatible with INFC's technical environment;
6. A solution that does not require the addition of software installed on the INFC network or desktops;
7. An environment that is set-up with a single point-of-entry/login:
8. Delivery of usage analysis and reports to INFC on a monthly basis;
9. Provision of on-going troubleshooting, support and maintenance.
10. A complete archive of all data provided by the service provider upon completion of the contract.

All deliverables (i.e. monthly usage reports) are to be provided in English in MS Word format in electronic version.

The full requirements are detailed in the solicitation document and can be made available in French, upon request. Potential Bidders may be submitted in either official language of Canada. The Crown retains the right to negotiate with suppliers on any procurement.

Security Requirement: *Common PS SRCL #9 applies*
Minimum Corporate Security Required: *Protected A-B*
Minimum Resource Security Required: *Enhanced Reliability*

Contracting Office

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