

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

GSIN: D302A ADP SYSTEM DEVELOPMENT SERVICES

Reference Number:	<i>INFC-2016-22</i>	Solicitation Number:	<i>INFC-2016-22</i>
Organization Name:	<i>Infrastructure Canada</i>		
Solicitation Date:	<i>2017-02-01</i>	Closing Date:	<i>2017-02-21- 02:00 PM Eastern Daylight Saving Time EDT</i>
Anticipated Start Date:	<i>2017-03-01</i>		
Estimated Delivery Date:	<i>2017-07-07</i>	Estimate Level of Effort:	<i>20 days per resource</i>
Contract Duration:	<i>The contract period will be for three (3) month from the date of contract with an irrevocable option to extend it for up to two additional one-month periods</i>		
Solicitation Method:	<i>Competitive</i>	Applicable Trade Agreements:	<i>WTO-AGP, NAFTA, AIT...</i>
Comprehensive Land Claim Agreement Applies:	<i>No</i>	Number of Contracts:	<i>1</i>

Requirement Details

Tendering Procedure: Selective Tendering

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(ies):

(1) One Project Administrator Senior

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

Altis Human Resources (Ottawa) Inc., and Excel Human Resources Inc., in Joint Venture
BDO Canada LLP
Calian Ltd.
Dalian Enterprises and Coradix Technology Consulting, in Joint Venture
DONNA CONNA INC., IBM CANADA LIMITED IN JOINT VENTURE
Eagle Professional Resources Inc.
Emerion
Excel Human Resources Inc.
FoxRed Consulting Inc.
I4C INFORMATION TECHNOLOGY CONSULTING INC
IBISKA Telecom Inc.
IDS Systems Consultants Inc.
Maplesoft Consulting Inc.
Randstad Interim Incorporated
Sierra Systems Group Inc.
Turtle Island Staffing Inc.
ADGA Group Consultants Inc.

Description of Work:

- Assist project management and data processing professionals, technical users and end users in simple routine tasks.
- Provide administrative and technical support of a clerical nature as required to projects.
- Assist in performing such tasks as maintaining project documentation and application/system libraries.
- Acts as the first point of contact in a "hot-line" situation by accepting incoming calls, logging calls, attempting to resolve simple problems and following established procedures for more difficult problems.
- Tracks project change requests.
- Maintain and updates relevant project information in manual and/or electronic files; project information might include such things as project activity schedule, status reports, correspondence.
- Use computer tools, aids, system control languages on PCs, minis, or mainframes to perform work.
- Communicates with project management and data processing professionals, technical users and end users on administrative matters related to the project.

Security Requirement: *Common PS SRCL #13 applies*

Minimum Corporate Security Required: *Designated Organization Screening (DOS)*

Minimum Resource Security Required: *Enhanced Reliability*

Contract Officer

Name: *Mark Beriault*

Email Address: infc.contracts-contrats.infc@canada.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