



ADVANCE CONTRACT AWARD NOTICE (ACAN)

1. Title

Rental of a venue for the Generation Energy Forum on October 11-12, 2017, in Winnipeg, MB.

2. Definition

An Advance Contract Award Notice (ACAN) allows departments and agencies to post a notice, for no less than fifteen (15) calendar days, indicating to the supplier community that it intends to award a good, service or construction contract to a pre-identified contractor. If no other supplier submits, on or before the closing date, a Statement of Capabilities that meets the requirements set out in the ACAN, the competitive requirements of the government's contracting policy have been met. Following notification to suppliers not successful in demonstrating that their Statement of Capabilities meets the requirements set out in the ACAN, the contract may then be awarded using the Treasury Board's electronic bidding authorities.

If other potential suppliers submit Statement of Capabilities during the fifteen calendar day posting period, and meet the requirements set out in the ACAN, the department or agency must proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

3. Background

On April 21, 2017, the Government of Canada launched a six-month national dialogue, Generation Energy, to share Canadians ideas and participate in helping define Canada's energy future. Generational Energy is a national dialogue on Canada's path to a low-carbon future. The national conversation will engage provinces, territories, Indigenous groups, international experts, academics and Canadians through online submissions. The dialogue will result in a Natural Resources Canada (NRCan) hosted event known as the Generation Energy Forum in Winnipeg, MB on October 11-12, 2017. It is anticipated that approximately five-hundred (500) individuals will be attending the event.

4. Objectives

In order to fulfill requirement of the Forum event referenced above, NRCan will be renting a facility centrally located in Winnipeg, MB on October 11-12, 2017.

5. Project Requirements

5.1 Tasks, Deliverables, Milestones and Schedule

Tasks & Deliverables

Venue

Services for October 11-12, 2017 to include:

- 1) Setup main room to host approximately five-hundred people;
- 2) Setup ten breakout rooms for people ranging from fourteen to eighty per breakout room;
- 3) Provide food services for all attendees. Food/refreshments will be provided at breakfast, AM break, lunch and PM break;
- 4) Work in collaboration with another vendor, who will be providing various services including: translation, photography, audiovisual and web casting;
- 5) Be centrally located in Winnipeg, MB walking distance from a variety of hotel accommodations; and
- 6) Include a walk through space capable of showcasing technologies that is lockable.



5.2 Method and Source of Acceptance

All deliverables and services rendered will be monitored by the staff at NRCAN who shall have the right to reject any deliverables that are not considered satisfactory, or require their correction.

6. Trade Agreements

Applicable Limited Tendering Provision under NAFTA (Article 1016.2)

1016.2(b) - where, for works of art, or for reasons connected with the protection of patents, copyrights or other exclusive rights, or proprietary information or where there is an absence of competition for technical reasons, the goods or services can be supplied only by a particular supplier and no reasonable alternative or substitute exists;

Applicable Limited Tendering Provision under Canada-Chile (Article Kbis-09)

Kbis-09 (b) - where, for works of art, or for reasons connected with the protection of patents, copyrights or other exclusive rights, or proprietary information or where there is an absence of competition for technical reasons, the goods or services can be supplied only by a particular supplier and no reasonable alternative or substitute exists;

Applicable Limited Tendering Provision under Canada-Colombia (Article 1409)

1409 (b) where the goods or services can be supplied only by a particular supplier and no reasonable alternative or substitute goods or services exist for any of the following reasons:

- (i) the requirement is for a work of art,
- (ii) the protection of patents, copyrights or other exclusive rights, or
- (iii) due to an absence of competition for technical reasons;

Applicable Limited Tendering Provision under Canada-Honduras (Article 17.11)

17.11 (b) a good or service being procured can be supplied only by a particular supplier and a reasonable alternative or substitute does not exist because:

- (i) the good or service is a work of art,
- (ii) the good or service is protected by a patent, copyright or other exclusive intellectual property right, or
- (iii) there is an absence of competition for technical reasons;

Applicable Limited Tendering Provision under Canada-Panama (Article 16.10)

16.10 (b) the procurement can be carried out only by a particular supplier and a reasonable alternative or substitute does not exist because:

- (i) the requirement is for a work of art,
- (ii) a good or service being procured is protected by a patent, copyright or another exclusive right, or
- (iii) of the absence of competition for technical reasons;

Applicable Limited Tendering Provision under AIT (Article 506.12)

506.12(b) – where there is an absence of competition for technical reasons and the goods or services can be supplied only by a particular supplier and no alternates or substitutes exists;

7. Contract Period

The contract period shall be from October 11, 2017 to October 12, 2017 inclusive.

8. Estimated Cost

The estimated maximum value of the contract is estimated to be \$105,000.00 including all option years.



9. Exception to the Government Contracts Regulations and applicable trade agreements

Sole Source Justification - Exception of the Government Contract Regulations (GCR):

(d) Only one person or firm is capable of performing the contract

The contractor must:

- 1) Possess an indoor venue available to rent that can comfortably host five-hundred (500) individuals in Winnipeg, MB on October 11 & 12, 2017;
- 2) Be able to provide parking services (valet & self-serving) to accommodate several hundred vehicles;
- 3) Have at least ten breakout rooms available during the two day event. Each breakout room will accommodate a number of individuals ranging from fourteen (14) to eighty (80); and
- 4) Be centrally located in Winnipeg, MB and within walking distance from different hotels at various price points.

RBC Convention Centre Winnipeg is the only provider that can meet all of the criteria above as well as the project requirements in section 5.1.

10. Name and Address of the Proposed Contractor

RBC Convention Centre Winnipeg

375 York Ave
Winnipeg, MB
R3C 3J3

11. Inquiries on Submission of Statement of Capabilities

Suppliers who consider themselves fully qualified and available to provide the services/goods described herein, may submit a Statement of Capabilities in writing, preferably by e-mail, to the contact person identified in this Notice on or before the closing date and time of this Notice. The Statement of Capabilities must clearly demonstrate how the supplier meets the advertised requirements.

12. Closing Date

Closing Date: 24 May 2017
Closing Time: 2:00 p.m. EDT

13. Contract Authority

Len Pizzi
Procurement Officer
Natural Resources Canada
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