

Task Based Professional Services (TSPS) Requirement

Please Note: The Procurement Entity is "Health Canada" and the End user is "Public Health Agency Canada"

This requirement is open only to those **Supply Arrangement Holders under E60ZT-16TSPS** who qualified under Tier 1 for the following category:

Category – 1.1 – Human Resources Consultant (Senior)

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

3149455 Canada Inc.
7792395 Canada Inc.
Accenture Inc.
Deloitte Inc.
Econ Inc.
Gelder, Gingras & Associates Inc.
Goss Gilroy Inc.
Hackett Consulting Group
HDP Group
IT/Net – Ottawa Inc.
Kelly Sears Consulting Group
KPMG LLP
Mercer (Canada) Limited
MGIS Inc.
Olav Consulting Corp
Phirelight Security Solutions Inc.
Price Waterhouse Coopers LLP
QMR Staffing Solutions Incorporated
WMC Management Services AB Ltd.
Y2Consulting Psychologists Inc. / Psychologues consultants Y2 inc.

Description of the Requirement:

The Public Health Agency of Canada (PHAC) has a requirement for the services of a Human Resources Staffing Consultant Senior.

The Contractor will be required to complete the following:

- Prepare and support the development of documents to include but not limited to Statement of Merit Criteria, assessment guides, non-advertised process rationales, appointment, and job postings;
- Provide advice on various Human Resources processes and provide information on the pros and cons for each;
- Provide advice on various assessment instruments and assist in the development of the proper instruments;
- Provide advice and recommendations in selecting the choice of appointment process;
- Coordinate and participates in the assessment of priorities, and the screening and assessments of candidates;
- Coordinate and administrate tests, interviews;
- Coordinates and completes the reference checks;
- Compile and prepare the final board reports and finalizes the results of the processes (such as establishing pools of candidates); and

- Advises managers and employees on staffing policies and procedures.

Work will be completed on an as-and-when-requested basis.

Level of Security Requirement:

Company Minimum Security Level Required

Canada	NATO	Foreign
<input type="checkbox"/> Protected A	<input type="checkbox"/> NATO Unclassified	<input type="checkbox"/> Protected A
X Protected B	<input type="checkbox"/> NATO Restricted	<input type="checkbox"/> Protected B
<input type="checkbox"/> Protected C	<input type="checkbox"/> NATO Confidential	<input type="checkbox"/> Protected C
<input type="checkbox"/> Confidential	<input type="checkbox"/> NATO Secret	<input type="checkbox"/> Confidential
<input type="checkbox"/> Secret	<input type="checkbox"/> Cosmic Top Secret	<input type="checkbox"/> Secret
<input type="checkbox"/> Top Secret		<input type="checkbox"/> Top Secret
<input type="checkbox"/> Top Secret (SIGINT)		<input type="checkbox"/> Top Secret (SIGINT)

Resource Minimum Security Level Required

Canada	NATO	Foreign
<input type="checkbox"/> Protected A	<input type="checkbox"/> NATO Unclassified	<input type="checkbox"/> Protected A
X Protected B	<input type="checkbox"/> NATO Restricted	<input type="checkbox"/> Protected B
<input type="checkbox"/> Protected C	<input type="checkbox"/> NATO Confidential	<input type="checkbox"/> Protected C
<input type="checkbox"/> Confidential	<input type="checkbox"/> NATO Secret	<input type="checkbox"/> Confidential
<input type="checkbox"/> Secret	<input type="checkbox"/> Cosmic Top Secret	<input type="checkbox"/> Secret
<input type="checkbox"/> Top Secret		<input type="checkbox"/> Top Secret
<input type="checkbox"/> Top Secret (SIGINT)		<input type="checkbox"/> Top Secret (SIGINT)

Applicable Trade Agreements:

The North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Agreement on Internal Trade (AIT), the Canada-Columbia Free Trade Agreement (CCoIFTA), and the Canada-Panama Free Trade Agreement (CPanFTA).

Associated Documents:

None

Proposed period of contract:

The proposed period of contract shall be from contract award to March 31, 2020.

Estimated Level of Effort:

The estimated level of effort of the contract will be for 1300 hours.

File Number: 1000199312
 Contracting Authority: Shallee Doll
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