



Innovation Hub Method of Procurement: Request for Information (RFI)

Date: November 30, 2018

RFI No: EN578-192320/A

Closing Date: January 14, 2019, 14h00 EST

See herein for details on how to submit Feedback to the RFI



1. PURPOSE

The purpose of this Request for Information (RFI) is to seek information from suppliers, and in particular innovation hubs, incubators, accelerators and similar organizations (“Innovation Hubs”), on their interest, capacity and ability to enter into a method of procurement with Public Services and Procurement Canada (PSPC) to provide the Government of Canada (GC) with innovative solutions.

2. BACKGROUND

The GC aims to help companies and businesses grow to better access markets at home and abroad. In addition, the GC is working to make opportunities easier to find, simpler to navigate and faster to award, with less administrative burden.

Innovation Hubs are key players in the innovation ecosystem providing a combination of services for businesses/innovators, which may include mentorship, funding, networking, training, office space, etc. Through this RFI, PSPC is seeking to obtain a better understanding of the innovation ecosystem, including the services provided by innovation hubs, incubators and accelerators.

3. OBJECTIVES

The objective of this engagement is to inform suppliers of the intention to establish a new method of procurement and to obtain feedback from suppliers and Innovation Hubs on its feasibility.

The intent of this RFI is to assess the feasibility and market readiness of the method of procurement, as detailed below:

- Step 1: GC invites Innovation Hubs to submit proposals to be placed on a list of pre-qualified suppliers
- Step 2: GC identifies a need which requires an innovative solution (e.g. goods and/or services)
- Step 3: GC invites Innovation Hubs on the pre-qualified list to submit a proposal for an innovative solution in response to the GC need
- Step 4: GC identifies winning proposal(s) and awards contract(s) to the Innovation Hub(s) to deliver the innovative solution.

4. NEXT STEPS

4.1 QUESTIONNAIRE

Suppliers, and in particular Innovation Hubs are requested to complete the questionnaire included with this RFI. The intent of the questionnaire is to enable PSPC to identify interested suppliers and seek their feedback on the market readiness for the proposed method of procurement.

The questionnaire can be accessed at the following link:

<https://www.surveymonkey.com/r/2WLMS7J>



4.2 ONE-ON-ONE MEETINGS

PSPC may offer suppliers the opportunity to meet one-on-one with GC representatives to discuss the proposed method of procurement.

To request a one-on-one meeting, interested parties, should complete the questionnaire and express interest to the question on one-on-one meetings.

One-on-one meetings may be made available starting January 21, 2019.

Following receipt of a request, Canada may contact the Innovation Hub to coordinate a one-on-one meeting. Participation in a one-on-one meeting is not mandatory in order to submit written feedback or for any subsequent process.

Canada may also contact Innovation Hubs directly to schedule a one-on-one meeting or seek their feedback via the questionnaire.

5. RECOMMENDATIONS FROM STAKEHOLDERS

The issuance of this RFI does not create an obligation for Canada to issue a subsequent solicitation and does not bind Canada legally or otherwise, to enter into any agreement.

No payment will be made for costs incurred in the preparation and submission of a response to the questionnaire.

Participation in this RFI is not required to submit a proposal to any future solicitation.

6. SUBMISSION DATE

- Questionnaire responses should be submitted by 14h00 EST on January 14, 2019.

7. ENQUIRIES

All enquiries and other communications related to this RFI must be directed to the Contracting Authority at the following e-mail: Heather.Wilson@tpsgc-pwgsc.gc.ca