



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**LETTER OF INTEREST
LETTRE D'INTÉRÊT**

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Systems Integration & Software Development Division
(XG)/Div. d'Intégration des systèmes et du développement
des logiciels (XG)
Terrasses de la Chaudière 4th Floor
10 Wellington Street
Gatineau
Quebec
K1A 0S5

Title - Sujet Data Remediation and Marking RFI	
Solicitation No. - N° de l'invitation W6381-170008/B	Date 2019-02-15
Client Reference No. - N° de référence du client W6381-170008	GETS Ref. No. - N° de réf. de SEAG PW-\$\$XG-624-34626
File No. - N° de dossier 624xg.W6381-170008	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 11:59 PM on - le 2019-03-11	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: NGUYEN, Mark Nam	Buyer Id - Id de l'acheteur 624xg
Telephone No. - N° de téléphone (343) 550-1613 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: 10 Rue Wellington GATINEAU QC K1A 0S5 CANADA	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Letter of Interest (LOI) / Request for Information (RFI)

TITLE: Data Remediation and Marking (DRM)

1. Update on DRM requirement

The Government of Canada is resuming its DRM initiative and intends to re-engage with industry to gain a better understanding of current industry capabilities. A draft Request for Proposal (RFP) will be issued to solicit further feedback from Industry on various elements of the DRM requirement prior to developing the final RFP, which will be issued on Government Electronic Tendering Service (GETS). Interested suppliers will have the opportunity to engage in one-on-one discussions with the technical and contract authorities in advance of the release of the draft RFP; a Fairness Monitor will attend all meetings with industry as part of this engagement process. Aboriginal businesses or Aboriginal business joint ventures, as defined within the Procurement Strategy for Aboriginal Business, are invited to provide their interest.

The draft RFP will be issued only to registered suppliers. We kindly request all suppliers to complete the Registration Process anew to ensure current and accurate information.

2. Registration Process and Requirements

Should you elect to engage in the Draft RFP process, participation will be strictly reserved to properly registered industry representatives who sign and submit the Rules of Engagement (RoE) provided as Annex A.

Please register on or before **11 March 2019** at the following email address: TPSGC.PADGATIA-APPBAIT.PWGSC@tpsgc-pwgsc.gc.ca and should provide the following:

1. Company Name, Participant(s) Full Name, Phone Number, Email Address and Title
2. Signed Rules of Engagement.
3. Include the following reference as part of all email subject headers:
 - W6381-170008 (DRM)

Participation is optional and bidders will not be excluded from bidding should they choose not to participate.

This document is intended for information purposes only and may be subject to change without notice. Release of this information does not constitute a commitment on the part of the Government of Canada to contract for any of the above-mentioned requirements.





Also, please note that participants are responsible for their own transportation, accommodation, meals, parking and all other expenses. Canada will not reimburse any Supplier or participant for expenses incurred in responding to Canada's questions or attending any meetings or other events during the engagement process.

Contact Person:

Mark Nam Nguyen
Supply Specialist,
Acquisitions Program
Public Services and Procurement Canada (PSPC)
Services and Technology Acquisition Management Sector (STAMS)
Les Terrasses de la Chaudière
10 Wellington Street, 4th Floor, Gatineau, Quebec, K1A OH4

Email: TPSGC.PADGATIA-APPBAIT.PWGSC@tpsgc-pwgsc.gc.ca

4. LOI/RFI

Please refer to the following LOI/RFI previously posted on Buyandsell for your reference:

<https://buyandsell.gc.ca/procurement-data/tender-notice/PW-XT-006-30263>



ANNEX A

RULES OF ENGAGEMENT

An overriding principle of the Industry Engagement is that it be conducted with the utmost fairness and equity between all parties. No one person or organization shall receive nor be perceived to have received any unusual or unfair advantage over the others.

All Crown documentation provided throughout the Industry Engagement process (Consultative Process), which begins with the Industry Engagement session and concludes when an official RFP is published on the Government Electronic Tendering Service (GETS) will be provided to all participants who have agreed to and signed the Rules of Engagement (“Participant”).

The Consultative Process will consist of an Industry Engagement Session, Industry Meetings, Working Group Sessions, One-on-one Sessions, and any other processes deemed necessary by the Contracting Authority.

In order to maximize the benefits of the Consultative Process, Canada will endeavor to solicit comments from Participants on various issues raised.

Any solutions, ideas or issues raised during the One-on-One sessions will be first analyzed for further consideration by Canada;

Any issues, recommendations, solutions or ideas raised during the One-on-One meetings and accepted by Canada, shall be raised for discussion during the Working Group Sessions;

An agenda with discussion topics and any available supporting documentation will be provided to Participants in advance of each Working Group Session;

A Record of Discussion following each Working Group Session will be distributed to all Participants.

A draft-RFP will be made available to Participants before the RFP is published on GETS. The draft-RFP may also be published on GETS.

Canada will not disclose proprietary or commercially-sensitive information concerning a Participant to other Participants or third parties, except and only to the extent required by law.

TERMS AND CONDITIONS

The following terms and conditions apply to the Consultative Process. In order to encourage open dialogue, Participants agree to the following:



- Discuss their views concerning the DRM requirement and to provide positive resolutions to the issues in question. Everyone shall have equal opportunity to share their ideas and suggestions.
- Allow Canada to record and/or make notes during the one-on-one sessions, should clarification of information be required;
- NOT reveal or discuss any information to the MEDIA/NEWSPAPERS regarding the DRM requirement during this Consultative Process. Any media questions will be directed to the PWGSC Media Relations Office;
- Direct enquiries and comments only to authorized representatives of Canada, as directed in notices given by the Contracting Authority from time to time. Any communication to unauthorized representatives of Canada may be subject to full disclosure by Canada on GETS;
- Canada is not obligated to issue any Request for Proposal (RFP), or to negotiate any Contract for the DRM requirement;
- If Canada does release a RFP, the terms and conditions of the RFP shall be subject to Canada's absolute discretion;
- Canada will not reimburse any person or entity for any cost incurred in participating in this Industry Consultative Process;
- All enquiries with regard to the procurement of the DRM requirement are to be directed to the Contracting Authority;
- Participation is not a mandatory requirement. Not participating in this Consultative Process will not preclude a bidder from submitting a proposal;
- Failure to agree to and sign the Rules of Engagement will result in the exclusion from participation in the industry engagement process; and
- A dispute resolution process to manage impasses throughout this Consultative Process shall be adhered to as follows:



Dispute Resolution Process

1. By informal discussion and good faith negotiation, each of the parties shall make all reasonable efforts to resolve any dispute, controversy or claim arising out of or in any way connected to this Industry Engagement.
2. Any dispute between parties of any nature arising out of or in connection with this Industry Engagement shall be resolved by the following process:
 - a. Any such dispute shall first be referred to the Participant's Representative and the PWGSC Manager managing the Industry Engagement. The parties will have three (3) business days in which to resolve the dispute;
 - b. In the event the representatives of the parties specified in Article 2.a. above are unable to resolve the dispute, it shall be referred to the Participant's Project Director and the PWGSC Senior Director of the Division responsible to manage the Industry Engagement. The parties will have three (3) business days to resolve the dispute;
 - c. In the event the representatives of the Parties specified in Article 2.b. above are unable to resolve the dispute, it shall be referred to the Participant's President and the PWGSC Director General, who will have three (3) business days to resolve the dispute.
 - d. In the event the representatives of the Parties specified in Article 2.c. above are unable to resolve the dispute, it shall be referred to the Participant's Chief Executive Officer and the PWGSC Assistant Deputy Minister, Acquisitions Branch, who will have five (5) business days to resolve the dispute; and
 - e. In the event the representatives of the Parties specified in Article 2.d. above are unable to resolve the dispute, the Contracting Authority shall within five (5) business days render a written decision which shall include a detailed description of the dispute and the reasons supporting the Contracting Authority's decision. The Contracting Authority shall deliver a signed copy thereof to the Participant.





By signing this document, the individual represents that he/she has full authority to bind the supplier listed below and that the individual and the supplier agrees to be bound by all the terms and conditions contained herein.

Name of Supplier:

Name of Individual:

Telephone:

E-mail:

Signature:

Date:

IMPORTANT: SUPPLIERS INTERESTED IN PARTICIPATING IN THE AUTOMATIC IDENTIFICATION TECHNOLOGY INDUSTRY ENGAGEMENT MUST AGREE UPON AND SIGN THIS MANDATORY FORM.

RECEIPT OF THIS SIGNED FORM VIA E-MAIL TO TPSGC.PADGATIA-APPBAIT.PWGSC@tpsgc-pwgsc.gc.ca IS ACCEPTED.

PLEASE ADVISE IF ANY SUPPLIER REPRESENTATIVES REQUIRE SPECIAL VENUE ARRANGEMENTS FOR MEETINGS I.E. PERSONS WITH SPECIAL NEEDS.

