

## **Advance Contract Award Notice (ACAN)**

**# 19-58019**

### **International Co-Innovation Training Program Delivery**

#### **1. Advance Contract Award Notice (ACAN)**

An ACAN is a public notice indicating to the supplier community that a department or agency intends to award a contract for goods, services or construction to a pre-identified supplier, thereby allowing other suppliers to signal their interest in bidding, by submitting a statement of capabilities. If no supplier submits a statement of capabilities that meets the requirements set out in the ACAN, on or before the closing date stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

#### **2. Definition of the requirement**

The Department of NRC-IRAP has a requirement for an external consultant to develop and deliver a national series of training workshops for technology-based small-medium enterprises (SMEs) that will prepare them for international expansion through global co-innovation activities.

The work will involve the following:

The development and facilitation of a training program that is designed to assist SMEs in determining where and how they fit into global value chains along with support in creating a co-innovation action plan to help them execute on their strategy.

This program was piloted in 2018/2019 and is now being rolled out as a standard NRC-IRAP program offering to its SME clients across Canada. For this Advance Contract Award Notice, candidates must deliver the following Project Tasks (statement of service):

- Adaptation and Maintenance of Existing Program Content
  - Evolution and refinement of the pilot curriculum
  - Develop and review new content in conjunction with IRAP and incorporate suggestions from IRAP staff.
  - Design and creation of presentation, tools and marketing materials.
  - Provide ongoing curriculum updates as agreed upon in conjunction with IRAP INT staff throughout the life of the contract.
- Delivery and Facilitation of Training Workshops(Canada)
  - Phase 1 - Pre-Workshop Consultation
    - In conjunction with their lead ITA, conduct 1:1 sessions with each participating SME to assess and clarify their objectives, experience-level and provide consultative advisory services on export strategies.
  - Phase 2 – Training Workshop(s)
    - Facilitate a one-day workshop of presentations and hands-on exercises culminating in the creation of an International Co-Innovation Action Plan.
    - Creation, distribution, collection and analysis of a client feedback survey.
    - Specific locations and dates TBD however at a minimum the program must include workshops in the following locations across Canada between August 15, 2019 and March 31, 2022:
      - Pacific Region (x6)
      - Prairie Region (x4)
      - (ON/QC/Atlantic) Regions (x16)
  - Phase 3 - Post-Workshop Follow-up

- Follow-up presentations, review and feedback of the Action Plan from each SME in partnership with their Lead ITA. To be conducted virtually as 1:1 consultative sessions.
  - Submission of post-workshop report including summary of client feedback and assessment of next steps for each participating SME.
- Development of a Foreign Market Delivery Model
  - Modify existing program content and structure for in-market and/or virtualized delivery for overseas workshops. Any new curriculum should be developed such that it can be easily integrated with the goals and structure of IRAP's Partnership Development Activities (PDAs).
  - This initiative will be piloted in 2019/2020 for a group of Canadian SMEs traveling to Japan on an IRAP-led PDA.
  - Flexibility to deliver future overseas workshops (one per year in the following 2 years). Specifics of the targeted foreign markets to be determined at a later date.
  - Review of new content and program structure with IRAP and incorporation of suggestions from members of the IRAP International team.
  - Updated presentation, tools and marketing materials
  - Provide ongoing curriculum updates as needed and as defined by IRAP International staff.

### **3. Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)**

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements:

- Present an International Co-Innovation Training Program that meets or exceeds that of the current program.
- Significant\* expertise on how to increase the success of technology based small medium enterprises (SMEs) entering into foreign markets, specifically through the use of collaborative co-innovation projects.
- Significant\* expertise in introducing companies into foreign markets and developing go-to-market strategies.
- 10 years of first-hand experience running overseas missions in partnership with the Government of Canada for SMEs from every province across Canada into foreign markets.
- Successfully delivered SME export programming under multiple federal programs while ensuring alignment with strategic Government of Canada objectives.
- Built curriculum for a customized Global Co-innovation Training Program and delivered workshops to 15 or more SMEs.
- Have significant understanding of global value chains (GVCs), corporate coupled co-innovation and open-innovation initiatives.

\*Significant is defined as a thorough understanding of the subject area. This understanding would normally be obtained through substantial research, stakeholder outreach and first-hand experience.

### **4. Applicability of the trade agreement(s) to the procurement**

This procurement is subject to the following trade agreement(s):

- Canadian Free Trade Agreement (CFTA)
- Canada-Chile Free Trade Agreement (CCFTA)
- Canada-Colombia Free Trade Agreement (CCoIFTA)
- Canada-Honduras Free Trade Agreement (CHFTA)
- Canada-Korea Free Trade Agreement (CKFTA)
- Canada-Panama Free trade agreement (CPanFTA)
- Canada-Peru Free Trade Agreement (CPFTA)
- North American Free Trade Agreement (NAFTA)
- World Trade Organization - Agreement on Government Procurement (WTO-AGP)

## **5. Justification for the Pre-Identified Supplier**

The program content used throughout the pilot phase of this initiative was developed and is owned by Oblique Consulting. Given the expense and time invested in its creation, it is neither operationally feasible nor cost-effective to compete the requirement.

Oblique Consulting's principal, Mr. Brian Roberts, is a world-class expert on advising Canadian SMEs in the development and refinement of their global expansion strategies. By drawing from Mr. Roberts' experience and by leveraging the continuity of programming content, his firm represents the most cost-effective, timely option to deliver on both the near- and long-term goals of the International Co-innovation Action Program.

## **6. Government Contracts Regulations Exception(s)**

The following exception(s) to the *Government Contracts Regulations* is (are) invoked for this procurement under subsection:

**6 (d)** – Only person is capable of performing the work.

**1016. (d)** for additional deliveries by the original supplier that are intended either as replacement parts or continuing services for existing supplies, services or installations, or as the extension of existing supplies, services or installations, where a change of supplier would compel the entity to procure equipment or services not meeting requirements of interchangeability with already existing equipment or services, including software to the extent that the initial procurement of the software was covered by this Chapter; (CAP Code 74).

## **7. Ownership of Intellectual Property**

Ownership of any Foreground Intellectual Property arising out of the proposed contract will vest in the Contractor.

## **8. Period of the proposed contract or delivery date**

The proposed contract is for a period of 2.66 years, from August 1, 2019 to March 31, 2022. The National Research Council reserves the right to extend this contract, for additional similar work, for two additional one-year periods.

## **9. Cost estimate of the proposed contract**

The estimated value of the initial contract, is \$252,178.00, plus GST.

## **10. Name and address of the pre-identified supplier**

Oblique Consultants  
4481 Stonehaven Ave., North Vancouver, BC V7G 1E7

## **11. Suppliers' right to submit a statement of capabilities**

Suppliers who consider themselves fully qualified and available to provide the services described in the ACAN may submit a statement of capabilities in writing to the contact person identified in this notice on or before the closing date of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

## **12. Closing date for a submission of a statement of capabilities**

The closing date and time for accepting statements of capabilities is July 26, 2019 at 14:00 hrs. EDT

### **13. Inquiries and submission of statements of capabilities**

Inquiries and statements of capabilities are to be directed to:

Melody Ellis - Senior Contracting Officer  
National Research Council  
Bldg. M-58, 1200 Montreal Rd, Ottawa, ON  
Telephone: 613-993-4461  
Email: [melody.ellis@nrc-cnrc.gc.ca](mailto:melody.ellis@nrc-cnrc.gc.ca)