

ANNEX B: Industry Engagement Activities

A. Industry Day

- a. Canada intends to host an Industry Day on August 23, 2019 in the National Capital Region to elaborate and answer questions on the scope of potential TGMS requirements and the PSPC and TGMS agile procurement process. Participation in the Industry Day is optional; members of the media cannot participate.
- b. All suppliers who would like to take part in the Industry Day must register at the following using the online registration form at <https://tgms-sgsto.eventbrite.ca>. Registrations should be submitted no later than 12pm EDT, August 22, 2019.

B. One-on-One meetings

- a. Following the Industry Day, representatives from Canada will make themselves available to suppliers for one-on-one meetings. One-on-one meetings will be held at a location to be determined by Canada in the National Capital Region. Teleconference will also be available as required. The intent of these meetings is to provide an opportunity for an open discussion between Canada and the supplier concerning the industry engagement questions outlined herein. The one-on-one meetings are optional and will be held at the request of the supplier; members of the media cannot participate in one-on-one meetings.
- b. All suppliers who would like to take part in a one-on-one meeting must send a request via e-mail to register to the Contracting Authority. In order to allow Canada to establish the schedule for such meetings, when registering suppliers are requested to provide a list of the individuals from their organization who will attend the meeting (maximum of five in person and the rest via teleconference for each supplier) and to identify three preferred meeting times between September 4 and September 16, 2019.
- c. Meetings will be scheduled on a first-come first-served basis. Canada cannot guarantee suppliers will be allocated any or all of its preferred meeting times. The Contracting Authority will advise suppliers in due course of the time slot that is available for their meeting.
- d. One-on-one consultations will be three hours in duration plus approximately 10 minutes for administrative housekeeping/introductions. During the one-on-one meetings, suppliers should demonstrate their current solution and respond to the Industry Engagement Key Topics identified in section C below. Suppliers should budget for approximately half of the session to be used by Canada to ask questions and seek clarifications on their feedback. However, Canada will relinquish any unused time to the supplier, within the three hour session, if not fully used. The duration of the one-on-one session will be strictly enforced to ensure equal treatment of all suppliers.
- e. Suppliers should identify any technology requirements for the demonstration.
- f. Canada may request one-on-one meetings with any suppliers at any time during or after the close of the NPP to obtain clarifications on feedback received.

C. Industry Engagement Key Topics

Through one-on-one meetings with suppliers Canada will seek input on the following key topics:

1. Market Maturity and Scope of Commercially Available GMS Offerings
 - a. Corporate profiles of interested suppliers
 - b. GMS commercial product and/or service offerings related to, hosting methods and locations, complementary services, licensing models, current offerings/agreements with Canada.
 - c. Role of supplier in provision of the TGMS solution – e.g. prime contractor, software publisher, system integrator, hosting services provider, other
 - d. Impact of requirement for a secure solution meeting Canada's data sovereignty requirements
2. The Proposed Strawman Implementation And Deployment Approach to provision TGMS as a Contractor Operated Solution
 - a. Lessons learned / best practices associated with the deployment of a multi-stakeholder GMS solution
 - b. Best practices / expectations for phased onboarding of grants and award programs
 - c. Common risks and risk mitigation strategies
 - d. Lessons learned / best practices for ongoing operations and hosting
 - e. Security and privacy
3. The Proposed Agile Procurement Approach as described in Annex A
 - a. Role of product / service supplier in proposed procurement process – e.g. intent to act as prime contractor in provision of TGMS solution, or, intent to provide products and/or services as a subcontractor
 - b. Supplier requirements to generate an effective proposal

D. Optional Written Feedback

- a. Suppliers requesting a one-on-one meeting may submit written feedback in response to the above questions prior to their scheduled meeting time. Providing written feedback before the one-on-one may help supplier optimize their meeting time with Canada.
- b. If suppliers provide written feedback to Canada, suppliers should mark any portions of their feedback that they consider proprietary or confidential. Canada will treat those portions of the feedback as confidential to the extent permitted by the Access to Information Act.