

TASK Based Professional Services (TSPS) Requirement

This requirement is for: ***Treasury Board of Canada Secretariat***

This requirement is open only to those **Supply Arrangement Holders under E60ZT-18TSPS** who qualified under Tier 1 for the following category: 1.8 Staffing Consultant – Level 3.

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

Altis Human Resources (Ottawa) Inc.

Altis Human Resources (Ottawa) Inc., Excel Human Resources Inc., and Altis Human Resources Inc., in Joint Venture

Calian Ltd.

Donna Cona Inc.

Fast Track Staffing, 49 Solutions in Joint Venture

Hackett Consulting Inc.

Lumina IT inc.

Messa Computing Inc.

MGIS Inc.

MGIS Inc., B D M K Consultants Inc IN JOINT VENTURE

Olav Consulting Corp

Portage Personnel Inc.

RHEA INC.

The AIM Group Inc.

Zernam Enterprise Inc

Description of the Requirement:

The Treasury Board of Canada Secretariat has a requirement for Staffing Consultant (Level 3) services.

Title: Senior Staffing Consultants – Level 3

Treasury Board of Canada (TBS), the Audit Operations (AO) team within the Internal Audit Sector (IAS) of the Office of the Comptroller General of Canada (OCG) requires the services of Senior Staffing Consultants to provide assistance with staffing activities.

The Office of the Comptroller General of Canada (OCG) works to strengthen the stewardship of taxpayer dollars and government assets across the federal public service, and thereby support the overall effectiveness of public administration in Canada. The IAS of the OCG of Canada is responsible for the Policy on Internal Audit and the health of the federal government internal audit community. The IAS has a dual role of functional leader for internal audit and the operational arm for assurance work. The Audit Operations team is responsible for providing independent assurance on governance, risk management and control processes.

In order to deliver on its three-year Risk-based Audit Plan, the AO team needs to hire professional staff to fill vacant and anticipated positions and to make pools of qualified candidates available to other departments. To achieve this, Senior Staffing Consultants are required to provide assistance with a variety of staffing activities. Under the direction of the Technical Authority from the AO team, the Contractor will be required to provide assistance, on an as required basis, with competitive staffing processes. It is expected that AO will run an average of 2-3 staffing processes per fiscal year.

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)

Special comments: _____

Resource Minimum Security Level Required – Reliability

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)

Special comments: _____

Applicable Trade Agreements:

Agreement on Internal Trade (AIT), Canada-Chile Free Trade Agreement (CCFTA), Canada-Colombia Free Trade Agreement, Canada-Honduras Free Trade Agreement, Canada-Korea Free Trade Agreement (CKFTA), Canada-Panama Free Trade Agreement, Canada-Peru Free Trade Agreement (CPFTA), Canadian Free Trade Agreement (CFTA), Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP), Comprehensive Economic and Trade Agreement (CETA), North American Free Trade Agreement (NAFTA)

Associated Documents:

n/a

Proposed period of contract:

The proposed period of contract shall be from date of contract award to **March 31, 2022**, plus one (1) additional twelve (12) month option period.

Estimated Level of Effort:

The estimated level of effort of the contract will be for 228 days, plus an estimated 80 additional days under the option period.

File Number: 24062-19-412
Contracting Authority: Trina Nurse
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E-Mail: trina.nurse@tbs-sct.gc.ca

NOTE: The Task and Solutions Professional Services (TSPS) Method of Supply is subject to quarterly refresh cycles. If you wish to find out how you can be a “Qualified SA Holder”, please contact SPTS.TSPS@TPSGC-PWGSC.GC.CA