



Task Based Professional Services (TSPS) Requirement

This requirement is for: **Natural Resources Canada**

This requirement is open **only** to those **Supply Arrangement Holders under E60ZT-18TSPS** who qualified under Tier 1 for the following category(ies): **3.10 – Technical Writer – Level 2**

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

1. ADRM Technology Consulting Group Corp.
2. Altis Human Resources (Ottawa) Inc., Excel Human Resources Inc., and Altis Human Resources Inc., in JV
3. CGI Information Systems and Management Consultants Inc.
4. Dalian Enterprises and Coradix Technology Consulting, in JV
5. Dare Human Resources Corporation
6. Durivage Management Solutions Limited
7. Emerion
8. HDP Group Inc.
9. Koroc Consulting Inc., Isheva Inc. in JV
10. Maverin Business Services Inc.
11. MGIS Inc., B D M K Consultants Inc. in JV
12. NATTIQ INC.
13. Pleiad Canada Inc.
14. Portage Personnel
15. Robertson & Company Ltd.
16. S.I. SYSTEMS ULC
17. Turtle Island Staffing Inc.
18. Valcom Consulting group Inc.
19. Veritaaq Technology House Inc.

Note to Bidders: There is a mix of Aboriginal and non-Aboriginal business being invited to bid on this requirement. This is not setting aside for Aboriginal Business but rather given fair opportunity to all suppliers.

Description of Requirement:

NRCan is looking for a Technical Writer to provide building science technical advice, develop procedures integrating practical experience, perform research, testing and analysis, edit and create technical documentation.

Note to Bidders: It is a requirement of this bid solicitation that the proposed resource take and pass the EnerGuide Rating System – Energy Advisor (house) and Foundation Level exams at their own expense and they must be taken within a month of bid closing date:

***EXAM INSTRUCTIONS**

These two Natural Resources Canada Housing Division exams are hosted by Yardstick Software Inc. (Yardstick) at <https://nrcan.ysasecure.com>. Click on this link and “Create A New Account” if you do not already have one.



Once in the site, you will find a link to the ERS Candidate Exam Handbook that provides details on how to prepare for the exams, how to register for the exams, and other relevant information for exam candidates. Relevant information for the ENERGY STAR for New Homes exam is also available from the same website.

Candidates should thoroughly review the relevant competency profile prior to taking an exam. The competency profiles for all of the EnerGuide Rating System Version 15, exams are available at www.NRCan.gc.ca/Housingindustry

Level of Security Requirement:

Resource Minimum Security Level Required: **Reliability**

Applicable Trade Agreements:

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Agreement on Internal Trade (AIT), the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Columbia Free Trade Agreement (CColFTA), and the Canada-Panama Free Trade Agreement (CPanFTA).

Associated Documents:

As posted on Buy and Sell

Proposed Period of the Contract:

The period of the contract shall be from date of award of contract to **November 30, 2020**, with the possibility of two (2) additional one (1) year option periods.

File Number: **NRCan-5000049263**
Contracting Authority: **Valerie Holmes**
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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