



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.

1. Definition of the Requirement:

The Canada Border Services Agency (CBSA) has a requirement for an online Second Languages Training and Tutoring Services for Border Services Officers (BSO).

The work will involve providing a technology-based training approach using online software supplemented by one-on-one tutoring via teleconference/ virtual classroom for part-time second official language training, in French and English to BSO's to:

- ensure that clients can be served in the official language of their choice;
- ensure the quality of our services in both official languages;
- promote the use of both official languages in the workplace; and
- establish a bilingual workplace.

The CBSA requires a solution that comprises but not limited to the following:

- i. Provide a subscription-based training delivered via a web portal;
- ii. Provide a tutor-led training delivered in virtual classroom and by telephone
- iii. Provide a language proficiency level evaluation delivered by a web portal
- iv. Provide SLE preparation course;
- v. Provide virtual SLE preparation course;
- vi. Provide tutor-led SLE preparation session; and
- vii. Provide virtual lunch and learn sessions for oral maintenance

Proficiency Level Evaluation Criteria

The Contractor must evaluate, each user to determine their proficiency level for each of the three language skills (written comprehension in the second official language; written expression in the second official language; and / or oral proficiency in the second official language) according to the Government of Canada Qualification Standards in Relation to Official Languages (<https://www.canada.ca/en/treasury-board-secretariat/services/staffing/qualification-standards/relation-official-languages.html>).

2. Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)

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

- Provide a subscription-based Online training program which provides second language training in both official languages (French and English) delivered via web portal accessible 24 hours a day/ 7 days a week/365 days a year.
- Capable to provide tutor-led training delivered in virtual classroom and by the telephone available 7 days per week.
- Experience in providing language training SLE levels (A, B, C) to Federal government employees who are obliged to meet specified linguistic profiles as a requirement of their work position.



3. Applicability of the trade agreement (s) to the procurement

This procurement is subject to the following trade agreement:

- Canadian Free Trade Agreement (CFTA)
- Canada - Chile Free Trade Agreement
- CPTPP
- Canada - Colombia Free Trade Agreement
- Comprehensive Economic and Trade Agreement (European Union)
- Canada - Honduras Free Trade Agreement
- Canada - Korea Free Trade Agreement
- North American Free Trade Agreement (NAFTA)
- World Trade Organization -Government Procurement Agreement (WTO-GPA)

4. Set-aside under the Procurement Strategy for Aboriginal Business

This procurement is not subject to any set-asides for Aboriginal Suppliers.

5. Comprehensive Land Claims Agreement (s)

This procurement is not subject to a Comprehensive Land Claims Agreement.

6. Justification for the Pre-Identified Supplier

The pre-identified supplier meets all of the minimum essential requirements described in this ACAN.

7. Government Contracts Regulations Exception(s)

The following exception to the [Government Contracts Regulations](#) is invoked for this procurement under subsection: paragraph 6 (d) only one person is capable of performing the contract.

8. Exclusions and/or Limited Tendering Reasons

The following exclusion(s) and/or limited tendering reasons are invoked under the:

- Canadian Free Trade Agreement (CFTA) - Article 513, section 1 (b) (ii)
- Canada - Chile Free Trade Agreement - Article Kbis-09, section 1 (b)
- Canada - Colombia Free Trade Agreement - Article 1409, section (b)
- Comprehensive Economic and Trade Agreement (European Union) - Article 19.2, section (b) (ii)
- Canada - Honduras Free Trade Agreement - Article 17.11, section (b)
- North American Free Trade Agreement (NAFTA) - Article 1016, section 2 (b)
- World Trade Organization -Government Procurement Agreement (WTO-GPA) - Article XIII, section 1 (b)

9. Ownership of Intellectual Property

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

10. The period of the proposed contract or the delivery date(s)

The proposed contract is for a period of one (1) year, from contract award to December 1, 2020. There will also be an option to extend the contract for up to four (4) additional years.



11. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$1,262,250.00 (Applicable taxes extra).

12. Name and address of the pre-identified supplier

It is intended to award a service contract to the following contractor:

Language Research Development Group Inc. (LRDG)
1407 St-Alexandre, Suite 300
Montreal, Quebec
H3A 2G3
Canada

13. 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 and time of this notice. This statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

14. The closing date for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is **Friday December 20, 2019 at 2:00 pm EST.**

15. Inquiries and submission of statement of capabilities

Inquiries and statement of capabilities are to be directed to:

Name: Glenn Tucker
Title: Contracts Officer
Canada Border Services Agency
Comptrollership Branch
Strategic Procurement and Material Management Division
Address: 355 North River Road, Tower B, 17th Floor
Ottawa, Ontario
K1A 0L8
Telephone: 343-551-6791
E-mail address: CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca