

ADVANCE CONTRACT AWARD NOTICE (ACAN)

An Advance Contract Award Notice (ACAN) allows departments and agencies to post a notice, for no less than fifteen calendar days, indicating to the supplier community that it intends to award a good, service or construction contract to a pre-identified contractor. If no other supplier submits, during the fifteen-calendar day posting period, a statement of capabilities that meet the requirements set out in the ACAN, the competitive requirements of the government's contracting policy have been met. Following notification to suppliers not successful in demonstrating that their statement of capabilities meets the requirements set out in the ACAN, the contract may then be awarded using the Treasury Board's electronic bidding authorities.

If other potential suppliers submit statements of capabilities during the fifteen-calendar day posting period, and meet the requirements set out in the ACAN, the department or agency must proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

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DESCRIPTIVE TITLE:

Canada Pavilion for the GLOBE Forum 2020 – Innovation Showcase

BACKGROUND:

GLOBE 2020 is an international sustainable business summit comprised of GLOBE Exchange, GLOBE Forum and GLOBE Innovation Showcase. GLOBE Exchange is a connections event for investors, clean technology innovators, government representatives and corporate leaders. GLOBE Forum is focused on advancing sustainable business and brings together Fortune 500 CEOs, investors, global technology providers, environmental NGOs, policymakers and Indigenous representatives. The Innovation Showcase is a trade show highlighting clean technology products, services and companies to public and private-sector buyers from over 10 countries. GLOBE 2020 is expected to attract approximately 9,000 participants, including more than 1,900 conference delegates from over 50 countries and over 500 C-Suite participants. Hundreds of leading clean technology companies will participate in the Innovation Showcase to display their energy, smart buildings, sustainable mobility, water innovation, carbon capture, and advanced manufacturing clean technology solutions.

Building on its experience at the GLOBE Forum in 2018 and as part of its role as a whole-of-government focal point for clean technology, the Clean Growth Hub (the Hub) will take a leadership role in coordinating the Government of Canada's presence at the

GLOBE Innovation Showcase from February 10 to 13, 2020, specifically at the Canada Pavilion. The GLOBE Innovation Showcase, where the Canada Pavilion will be located, provides an excellent opportunity for the Government of Canada (GC) to demonstrate its commitment to clean growth to the clean technology business community and other key stakeholders.

REQUIREMENTS/RESULTS:

The global clean technology market presents a promising opportunity for Canadian businesses and a driver of prosperity for all Canadians. The Hub is a co-led initiative by Innovation, Science and Economic Development Canada (ISED) and Natural Resources Canada (NRCan), with the participation of 14 departments and agencies, all working together to assist clean technology proponents. More than a year since its launch, the Hub is delivering on its objectives to help clean technology stakeholders identify the federal programs/supports relevant to their needs, improve federal coordination, and strengthen federal capacity to track clean technology outcomes.

SCOPE OF WORK:

GLOBE (the Contractor) will provide an itemized proposal for the purchase of Innovation Showcase floor space and costs for all materials and labour required in the construction of the Canada Pavilion.

The Canada Pavilion floor space provided by the Globe will be an area of 600 square feet (30' X 20') with carpeting and underlay.

The Canada Pavilion floor space (booth 601) will be delineated with carpet in the same colour as other GC elements on the Innovation Showcase floor, including but not limited to, the Trade Commissioner Service (TCS) Business Lounge (booth 703), and the Joint Account Management (JAM) Space (booth 801) for Export Development Canada (EDC), Business Development Bank of Canada (BDC), Sustainable Development Technology Canada (SDTC) and Canada and Canadian Commercial Corporation (CCC).

The Official Government of Canada Wordmark will be prominently displayed on the Canada Pavilion on a structure (i.e. suspended "halo") visible from all areas on the Innovation Showcase floor.

The Canada Pavilion space will include a branded welcome desk surrounded by partner kiosks and the Canada halo above. Kiosks will have a front panel and side panels with custom graphics.

This package also includes a 55" TV monitor behind the welcome desk and 40" monitors on 3 partner kiosks, power distribution, Wi-Fi for all partners, and a lockable cabinet beneath the welcome counter.

The Canada Pavilion will be equipped with Internet access for the welcome desk and each kiosk.

The Contractor will provide advance planning services, exhibit design services and print graphics for other elements of Pavilion (kiosk panels and easels).

A minimum of three 3D renderings of the Canada Pavilion will be provided as part of graphics development and client approvals for review by both the CGH and GC partners.

TASKS:

The Contractor is responsible for the design, development, construction and installation prior to the start of the GLOBE 2020 Innovation Showcase and the tear down of the Canada Pavilion following the conclusion of the event.

The Contractor will provide coordination and logistics for a 45-minute speaking role on the Innovation Showcase Stage.

The Contractor will provide access to the Innovation Showcase for all GC partners and their representatives by supplying 150 Innovation Showcase visitor passes.

The Contractor will provide 12 Exhibitor conference passes that include access to the GLOBE Forum and the Welcome and Closing receptions.

The Contractor will provide 5 Booth Staff passes for each organization in the Pavilion.

The Contractor will provide on-site supervision.

The Contractor will provide a post event report.

DELIVERABLES AND TIMELINES:

The Contractor will provide Innovation, Science and Economic Development Canada with:

Upon contract award: Rendering of the Canada Pavilion as per the specifications of the GC;

Upon Contract award: Rendering of the Canada Pavilion and GC partner kiosk graphics and design based on GC templates provided;

On or before February 10, 2020, by 4:00 pm (Pacific time): Construction and installation of the Canada Pavilion, all 5 Kiosks, and other requirements / tasks identified in sections 3 and 4 above at the GLOBE Innovation Showcase; and

On February 12, 2020, between 5:00 pm and 11:59 pm (Pacific time): Deconstruction of the Canada Pavilion at GLOBE Innovation Showcase.

SECURITY:

There are no security requirements for this contract.

IDENTIFICATION OF CONTRACTOR:

Name of Contractor: Accelerating Sustainability Events Management Inc.
Operating as: GLOBE Series
Address: Suite 1000, 675 W. Hastings St.

City: Vancouver
Province: British Columbia
Postal Code: V6B 1N2, Canada

REASON FOR AWARDING CONTRACT TO THIS CONTRACTOR:

The Innovation Showcase is organized by the GLOBE Series (Contractor). As part of this Canada Pavilion contract, ISED must purchase trade show floor space and services related to the design and construction of the Canada Pavilion from the GLOBE Series. These services can only be purchased through GLOBE Series.

ESTIMATED COST:

The estimated value of the contract is \$69,554.20 excluding applicable taxes, with the work to take place from date of contract award to February 28, 2020.

APPLICABLE TRADE AGREEMENTS AND APPLICABLE LIMITED TENDERING REASONS:

Section 6(d) of the Government Contracts Regulations is being invoked in this procurement as only one person or firm is believed capable of performing the contract.

There are no Trade Agreements applicable to this requirement.

**CLOSING DATE AND TIME FOR WRITTEN SUPPLIER RESPONSES
CHALLENGING THIS REQUIREMENT IS 2:00 P.M., EASTERN STANDARDTIME,
January 31, 2020.**

You are hereby notified that the government intends to solicit a bid and negotiate with the firm identified above.

If you wish to submit a written response showing that you are capable of meeting this requirement, it must be done not later than the closing date and time. As it is intended to proceed in a timely manner, responses received after the closing date will not be considered. The Crown reserves the right not to open this procurement to competition.

Responses received on or before the closing date will be considered solely for the purpose of deciding whether or not to conduct a competitive procurement. Information provided will be used by the Crown for technical evaluation purposes only and is not to be construed as a competitive solicitation. Your written response must provide sufficient evidence (e.g. specifications, technical data, drawings, or any other proof) that clearly demonstrates that your product or service is capable of fulfilling this requirement.

Suppliers that have submitted a response will be notified in writing of Innovation, Science and Economic Development Canada's decision to continue with the non-competitive procurement or to compete the requirement.

Should you have any questions concerning this requirement, contact the contracting officer identified above. The Industry file number, the contracting officer's name and the

closing date of the ACAN must appear on the outside of the envelope in block letters or, in the case of a facsimile transmission, on the covering page.