



**NOTICE OF PROPOSED PROCUREMENT (NPP)  
For  
TASK BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)**

<b>GSIN:</b> D302A - Informatics Professional Services			
<b>Reference Number:</b>	PW-20-00906965	<b>Solicitation Number:</b>	OSGG-19-0342
<b>Organization Name:</b>	Office of the Secretary to the Governor General (OSGG)		
<b>Solicitation Date:</b>	2020-02-12	<b>Closing Date:</b>	2020-02-28 at 14:00 PM Eastern Standard Time (EST)
<b>Anticipated Start Date:</b>	2020-04-01		
<b>Estimated Delivery Date:</b>	2021-03-31	<b>Estimate Level of Effort:</b>	As and when required
<b>Contract Duration:</b>	The estimated contract period will be for one (1) year from April 1 <sup>st</sup> , 2020 with an irrevocable option to extend up to four (4) additional one-year periods.		
<b>Solicitation Method:</b>	Selective	<b>Applicable Trade Agreements:</b>	WTO-AGP / NAFTA / CFTA / CCFTA / CCoFTA / CHFTA / CPaFTA / CPFTA / CKFTA
<b>Comprehensive Land Claim Agreement Applies:</b>	No	<b>Number of Contracts:</b>	1

**Requirement Details**

**Tendering Procedure: Selective Tendering**

This requirement is open only to those TBIPS Supply Arrangement Holders who qualified under Tier 1 for services in the *National Capital* Region for the following categories:

Resource Category	Level of Expertise	Number of Resources Required
I.9 System Administrator	3	Up to 5
I.10 Technical Architect	3	2

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

1.	2707209 Canada Inc. o/a Kleins Consulting
2.	Access Corporate Technologies Inc
3.	Alika Internet Technologies Inc.
4.	Axio Solutions Inc
5.	Coradix technology Consulting Ltd.
6.	Excel Human Resources Inc.
7.	IDS Systems Consultants Inc



8.	IT/Net - Ottawa Inc.
9.	nTech Conseil Inc. nTech Consulting Inc., EL-HOSS CONSULTING INC., in joint venture
10.	PureLogic IT Solutions Inc
11.	S.I. SYSTEMS ULC
12.	Softchoice Corporation
13.	T.E.S. Contract Services INC.
14.	Tiree Facility Solutions Inc.
15.	TRM Technologies Inc.

### **Description of Work:**

The OSGG's IT section is responsible for all information technology systems, including their deployment, maintenance and support. These systems include but are not limited to: servers, desktops, applications, networks, messaging, virtualization, storage, authentication, Virtual Private Networks (VPN) and SharePoint.

The current staffing levels and competencies of the team allows for generalized day to day support of the IT infrastructure; however complex issues and specialized migrations are outside the scope of responsibilities and skills of the existing team.

As the IT field faces challenging and ever changing issues, specific expertise not currently found within the OSGG is required. The expertise required does not warrant a full-time placement and may at times require several experts collaborating. Subject Matter Experts (SME)'s have in the past and will continue to help ensure quality and timely systems support, for planned or unplanned events.

The OSGG requires a team of up to five (5) Senior System Administrator and two (2) Senior Technical Architect resources to provide ongoing IT support and priority issue resolution on an "as and when required" basis.

The group of Senior System Administrator resources must be led by a Senior Technical Architect Resource who will be the Single Point of Contact (SPOC) responsible for coordinating, supervising, and scheduling to ensure service quality with the OSGG Technical Authority.

Bidders must submit a bid for all resource categories

The work is currently being performed by IDS Systems Consultants Inc. under contract (value \$734,500)

**Security Requirement:** Common PS SRCL # 19 applies

**Minimum Corporate Security Required:** Facility Security Clearance (FSC)

**Minimum Resource Security Required:** Secret

### **Contract Officer**

**Name:** Line Grondin  
**Phone Number:** 613-949-4820  
**Email Address:** [OSGGContracts@gg.ca](mailto:OSGGContracts@gg.ca)

### **Inquiries**

Inquiries regarding this RFP requirement must be submitted to the Contracting Officer named above. Request for Proposal (RFP) documents will be e-mailed directly from the Contracting Officer to the Qualified



OFFICE OF THE SECRETARY TO THE GOVERNOR GENERAL  
BUREAU DU SECRÉTAIRE DU GOUVERNEUR GÉNÉRAL

Supply Arrangement Holders who are being invited to bid on this requirement. BIDDERS ARE ADVISED THAT "BUYANDSELL.GC.CA" IS NOT RESPONSIBLE FOR THE DISTRIBUTION OF SOLICITATION DOCUMENTS. The Crown retains the right to negotiate with any supplier on any procurement. Documents may be submitted in either official language.

**NOTE: Task-Based Informatics Professional Services (TBIPS) Method of Supply is refreshed three (3) times per year. If you wish to find out how you can be a "Qualified SA Holder", please contact RCNMDAI.-NCRIMOS@pwgsc.gc.ca**