

Solicitation PPS-RFP-2020-057 - Provision of Enterprise Planning Resource

Non-Disclosure Agreement/ Entente de non-divulgation

BETWEEN: The Parliamentary Protective Service (“PPS”), with its head office located at:
155 Queen St. 5th Floor
Ottawa, Ontario, Canada
K1A 0B8

AND: **(COMPANY NAME)** (“the Company”)
(COMPLETE ADDRESS)
(NAME AND POSITION OF RESPONDING REPRESENTATIVE)
(EMAIL ADDRESS TO RECEIVE SOLICITATION DOCUMENTS)

WHEREAS, the PPS intends to securely disclose information relating, in particular, to its requirements for the procurement of an Enterprise Planning Resource system (ERP) within the scope of the solicitation process having the following reference number: PPS-RFP-2020-057 (hereafter referred to as the solicitation);

WHEREAS, the Company wishes to participate in this solicitation process;

THEREFORE, both parties hereto agree as follows:

1. SOLICITATION DOCUMENT

- 1.1 The PPS shall make available the full solicitation document to the Company under the condition that the Company abides by the terms of this non-disclosure agreement.
- 1.2 Failure to submit to the PPS this non-disclosure agreement, duly signed by the Company’s representative, will result in the PPS’ refusal to provide to the Company the solicitation document.

2. THE COMPANY'S OBLIGATIONS

- 2.1 The Company acknowledges that this non-disclosure agreement and all the information and details contained in the solicitation document are confidential.
- 2.2 The Company agrees not to disclose, in any manners or on any type of public platforms, any information or details contained within the solicitation document, except to its employees that are directly assigned to work in response to the solicitation.
- 2.3 The Company may not advertise its participation in this solicitation process in any way, including marketing or securing future contracts with other organizations.

3. NO CONTRACTING IMPLICATIONS

- 3.1 The signing of this non-disclosure agreement and the provision, by the PPS, of the solicitation document or any other documents relating to the solicitation do not, in any way, form an agreement for the procurement of an Enterprise Resource Planning system by the PPS and, therefore, no presumption of payment are to be derived from the submission, by the Company, of this non-disclosure agreement.

- 3.2 Submitting a signed non-disclosure agreement does not constitute a bid response to PPS-RFP-2020-057, in itself. Only compliant bids, adhering to the terms and condition of the RFP document will be considered for evaluation.

The parties hereto have executed this non-disclosure agreement as of the last date set forth below.

For the Company

For the PPS

Signature: _____

Signature: _____

Name: _____

Name: _____

Date: _____

Date: _____