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## **ADVANCE CONTRACT AWARD NOTICE (ACAN)**

### **1. 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.

### **2. Definition of Requirements**

Excellence Canada developed and maintains the *Excellence Innovation and Wellness* Standard for organizational performance, based upon the most effective practices and proven management strategies from around the world.

The Mental Health @ Work standard aligns with the **National Standard on Psychological Health & Safety in the Workplace**.

The supplier will provide guidance and direction for the core Framework for Excellence model and in obtaining certification in two standards; the Excellence, Innovation & Wellness Standard and the Mental Health @ Work Standard.

- The supplier will provide the Excellence Toolkit (Standards and related documents), coaching session
- On-site visits for analysis and verification purposes
- Excellence, Innovation & Wellness going for Platinum application.

### **3. Criteria for Assessment of the Statement of Capabilities**

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

a) Experience: The provider must have experience with public sector management systems and implementation of the Excellence, Innovation & Wellness standard and the Mental Health @ Work standard and must own the Intellectual Property rights or a license to provide guidance and coaching against the standard.



b) The provider must be a Canadian based non-profit company that has experience and knowledge of the **National Standard on Psychological Health & Safety in the Workplace** and aligning it with public sector management systems.

c) The provider must be able to provide coaching and recommendations via teleconference, email and/or in person meetings at no additional cost.

### **5. Justification for the Pre-Identified Supplier**

We intend to deal directly with the supplier mentioned in section 10 below as; it is the only known supplier that meets the mandatory criteria set out in section 3 above. **Note:** *Natural Resources Canada is not obligated to award a contract in view of this current intention.*

Excellence Canada developed and maintains the *Excellence Innovation and Wellness* Standard for organizational performance, based upon the most effective practices and proven management strategies from around the world.

Excellence Canada has over 20 years' experience with management systems and dealing with the Public Sector management systems.

Excellence Canada headquarters is located in Toronto, Ontario, Canada, which makes communication and site visits, cost effective.

Excellence Canada offers a certification program for individuals who wish to be recognized for their expertise in implementing the Excellence, Innovation and Wellness standard.

Since inception, Excellence Canada has helped thousands of organizations in Canada, across many industries, to implement continual quality improvement systems and employee wellness strategies. As Canada's national authority on Quality and *Healthy Workplace®* practices, Excellence Canada has created a uniquely Canadian model, providing measurable standards and objective validation through its certification programs.

Should Canada receive a statement of capabilities from a supplier that contains sufficient information to indicate that it meets the requirements set forth in this ACAN, a competitive process will be triggered with a technical and financial evaluation methodology of the bids proposed by the potential bidders



## **8. Contract Period**

The contract period will be from Contract award date to August 1, 2024 with four (4) additional one (1) year option years.

## **9. Estimated Cost**

The estimated maximum value of the contract is \$59, 325.00 CAD inclusive.

## **10. Name and Address of the Proposed Contractor**

Excellence Canada  
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