



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**LETTER OF INTEREST
LETTRE D'INTÉRÊT**

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Electrical & Electronics Products Division
L'Esplanade Laurier
East Tower, 4th floor,
Ottawa
Ontario
K1A 0S5

Title - Sujet RFI for Security Goods and Services	
Solicitation No. - N° de l'invitation E60HN-200003/A	Date 2020-07-14
Client Reference No. - N° de référence du client E60HN-200003	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HN-329-78904
File No. - N° de dossier hn329.E60HN-200003	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-08-04	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dumaresq, Steve	Buyer Id - Id de l'acheteur hn329
Telephone No. - N° de téléphone (613) 296-1704 ()	FAX No. - N° de FAX (819) 953-4944
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Request for Information for security-related requirements

PART 1 - INTRODUCTION

1.1 Purpose and Nature of the Request for Information (RFI)

Public Services and Procurement Canada (PSPC) is requesting security industry feedback regarding the potential establishment of a Standing Offer (SO) or Supply Arrangement (SA) to source various security equipment and related services.

A Request for Information (RFI) is used when detailed information and feedback are required from suppliers. Such requests might outline a potential requirement and request suppliers to describe their ability to satisfy the requirement and to provide ideas and suggestions on how the eventual solicitation might be structured. Responses are used to assist the client department and PWGSC in finalizing their plans for the requirement and in developing achievable objectives and deliverables.

The main objectives of the RFI allow suppliers to:

1. Assess and comment on the adequacy and clarity of the requirements as currently expressed;
2. Offer suggestions regarding potential alternative solutions that would meet requirements, such as solution with a lower environmental impact.
3. Provide information to assist the client department to determine whether to proceed with requirements/strategy as planned, and if so, further developing internal planning, approval and solicitation documents that may potentially lead to a solicitation;
4. Refine the procurement strategy, project structure, cost estimate, timelines, requirements definition, and other aspects of the requirement;
5. Become a more "informed buyer" with an enhanced understanding of industry goods and service offerings in the areas of interest; and
6. Assess potential alternative solution concepts that would meet its requirement, such as environmentally preferable solutions.

This RFI is neither a call for tender nor a Request for Proposal (RFP). No agreement or contract will be entered into based on this RFI. The issuance of this RFI is not to be considered in any way a commitment by the Government of Canada, nor as authority to potential respondents to undertake any work that could be charged to Canada. This RFI is not to be considered as a commitment to issue a subsequent solicitation or award contract(s) for the work described herein.

Although the information collected may be provided as commercial-in-confidence (and, if identified as such, will be treated accordingly by Canada), Canada may use the information to assist in drafting performance specifications (which are subject to change) and for budgetary purposes.

Respondents are encouraged to identify, in the information they share with Canada, any information that they feel is proprietary, third party or personal information. Please note that Canada may be obligated by law (e.g. in response to a request under the Access of Information and Privacy Act) to disclose proprietary or commercially-sensitive information concerning a respondent (for more information: <http://laws-lois.justice.gc.ca/eng/acts/a-1/>).

Participation in this RFI is encouraged, but is not mandatory. There will be no short-listing of potential suppliers for the purposes of undertaking any future work as a result of this RFI. Similarly, participation in this RFI is not a condition or prerequisite for the participation in any potential subsequent solicitation.

Respondents will not be reimbursed for any cost incurred by participating in this RFI. The RFI closing date published herein is not the deadline for comments or input. Comments and input will be accepted any time up to the time when/if a resulting solicitation is published.

1.2 Background

PSPC is in the process of examining the possibility of developing a procurement tool, be it Standing Offers or Supply Arrangements, for the acquisition of products and/or services specifically for security related requirements, such as Access Control Systems, turnstile systems, security hardware, etc.

PSPC is now inviting the industry to submit opinions, concerns and suggestions about how such procurement tools would benefit client departments, and any problems that these tools may present. For this purpose, please find below a list of questions presented for your consideration.

Suppliers are also invited to present any additional items of interest which may not have been covered in the list of presented questions.

PART 2 - SUPPLIER INSTRUCTIONS

2.1 Responses are to be submitted to the PWGSC Bid Receiving Unit

Responses are requested to be submitted to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated at page 1.

In light of the current COVID-19 pandemic, it is recommended that all suppliers submit their replies using the epost Connect:

Given that many people are currently working from home and in an effort to reduce the spread of the Coronavirus disease (COVID-19) within communities, suppliers are highly encouraged to transmit their replies electronically using the epost Connect service.

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

Note: Responses will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation or to send responses through an epost Connect message if the supplier is using its own licensing agreement for epost Connect.

Any response submitted will become the sole property of Canada and will not be returned to the supplier. The response will be used to assist Canada in further analyzing the presented requirement and, as such, may be used in the development of a future solicitation process.

2.2 Response requested by:

2:00 PM on 4 August 2020

2.3 Inquiries

Please address all inquiries about this RFI to the Contracting Authority:

Steve Dumaresq
Public Works and Government Services Canada - Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate - "HN" Division
L'Esplanade Laurier (LEL), 140 O'Connor Street, East Tower
Telephone: (613) 296-1704
E-mail address: steve.dumaresq@pwgsc-tpsgc.gc.ca

PART 3 - QUESTIONS TO THE INDUSTRY

For the purpose of these questions, we are defining a security-related project as having the need to upgrade, expand or replace equipment and software related to the security systems and infrastructures at Federal Government buildings and sites across the nation. Such projects could include, but not limited to, the following aspects:

- Architecture design
- IT considerations
- Platform and Infrastructure Requirements
- Standards Compliance
- Integration and Testing
- Scalability for future expansions
- User Rights Management
- Hardware and Software
- Access Control
- Photo Identification Management
- Alarm Monitoring and Control
- Video Management
- Management Reporting
- Floorplans, Drawings, User Manuals and other related documentation
- Service Agreements for support and maintenance
- Security Management System
- All necessary equipment, hardware and software

Question 1:

There are currently two procurement tools in place to provide security hardware and access control systems. These are two standing offers E60HN-17SECH (Security Hardware) and E60HN-160ACS (Access Control Systems). In your view, what is the effectiveness of both procurement tools and, in your opinion, can they be combined into one larger standing offer or supply arrangement?

E60HN-17SECH (Security Hardware): Is a National Master Standing Offer (NMSO) for the supply of goods only. More accurately, it is for special security hardware (eg cylinder, push button locks, handles, combination locks, electronic locks etc.) available to clients across the country, including CLCA. Each standing offer holders offers between 27 and 30 OEMs all with discounts off of the respective MSRPs and clients can select the NMSO that best fits their requirement.

E60HN-160ACS (Access Control Systems): Is a National Master Standing Offer (NMSO) for the supply of goods and services. More accurately, it is for the purchase of the necessary hardware and services required for repair work and/or minor extension of existing Intrusion Detection and Access Control System (IDACS). The standing offer has over 30 OEMs available with standing offer holders offering discounts (%) off of the MSRPs as well as different types of services (general labour, field tech etc.) The NMSO is currently divided into 9 regions and clients can select the NMSO that best fits their requirement.

Question 2:

There is currently the procurement tool, standing offer series E60ZT-16TSSB, for the provision of non-informatics professional services, both task and solutions based. Among the categories are those offering project management, technical engineering and design, as well as procurement support for client departments in need of assistance.

Client departments in need of assistance to plan and develop their security upgrade and modernization requirements are currently using this tool to obtain the consultancy required. This may be in the form of drafting evaluation criteria (mandatory and point rated) to building the actual statement of work with the help of security specialists.

In your view, how effective is this procurement tool in obtaining security specialists to help design security requirements, such as new, upgrades and replacements to security management systems?

Would it be advantageous, or preferable, to instead have a standing offer dedicated solely for the provision of security-related consultants for design and development of security systems?

Question 3:

Are you able to provide a list of important items and considerations that a client must consider, as a form of checklist, in order to properly define their security requirement? This list of important items could serve as a form of checklist which clients can rely on for assistance in developing their statement of work.

Question 4:

Standing Offers (SO) versus Supply Arrangements (SA):

Which procurement tool would you see as being preferable for the purchase of security-related products and services? From an industry perspective, you are invited to offer your opinions and list whatever benefits and problems suppliers and clients could encounter when using the specified procurement tool.

Definitions of RFSD and RFSA can be found at this website:

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/the-procurement-process/standing-offers>

<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/the-procurement-process/supply-arrangements>

Question 5:

Should PSPC create either Standing Offers or Supply Arrangements for the provision of equipment and services, what products, category of products and services would you see as required and beneficial to have included in such procurement tools and be available for client departments to use?

Can you provide a list of required equipment and hardware categories that would be required?

Can you provide a list of service-related professional resources and categories (i.e. technicians, project manager, etc.) that can be called upon for Engineering/Design, Installation, Testing, etc.

Products/Equipment:

At this time, we are considering the following categories of products to be covered:

Card access control panels and associated components;

System/card access software;

Card readers;

Electric door strikes;

Burglar alarm control panels and associated components;

Burglar alarm related software and programming;

Burglar alarm end of line devices, such as motion and glass detectors, etc.;

Intercom equipment;

Incidental and installation materials.

Services:

At this time, we are considering the following categories of services to be covered:

Design, Installation, Integration and Testing, Training.

Question 6:

For a Standing Offer scenario, would a change from a ranking system (1st, 2nd, 3rd etc.) to awarding a standing offer to all compliant vendors and letting clients choose their supplier based on "Right Fit" for all orders be beneficial?

Which format would you see best and why?

Question 7:

How would you define a “Low Complexity” versus a “High Complexity” security project? For instance, what work aspects and dollar values would make you consider a project as being low or high complexity. This information would serve to determine what are the best call-up limitations to be used for standing offers and supply arrangements, be it 100K, 200K, etc.

Question 8:

As a case scenario, a client is able to define the scope of work for specific initial sites, but requires scalability with the option to expand with additional sites later. How do we seek pricing for the optional component, which is undefined and unknown at moment of solicitation process? What equipment and resource pricing should be included in a pricing annex for bidders to provide the hardware, software and resources that will later be needed and called upon using Task Authorizations?