



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

11 Laurier St./11, rue Laurier

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Shared Systems Division (XL)/Division des systèmes
partagés (XL)

Terrasses de la Chaudière

4th Floor, 10 Wellington Street

4th etage, 10, rue Wellington

Gatineau

Québec

K1A 0S5

Title - Sujet NICEMS	
Solicitation No. - N° de l'invitation HT372-192532/A	Date 2020-10-26
Client Reference No. - N° de référence du client HT372-192532	
GETS Reference No. - N° de référence de SEAG PW-\$\$XL-135-38567	
File No. - N° de dossier 135xl.HT372-192532	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2021-03-31	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Higgins, Conner	Buyer Id - Id de l'acheteur 135xl
Telephone No. - N° de téléphone (873) 354-7158 ()	FAX No. - N° de FAX (819) 956-2675
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	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

Notice of Proposed Procurement (NPP)

National Integrated Compliance and Enforcement Management Solution (NICEMS)

Draft bid solicitation documents associated with this requirement are expected to be published in the coming months on BuyandSell to solicit Industry feedback. Canada will use this Industry feedback to inform its requirements. These requirements will form part of the final solicitation package that is currently scheduled to be published on BuyandSell in the Second quarter of calendar year 2021, subject to change. Interested Suppliers are encouraged to provide feedback on the requirements as early as possible for Canada's consideration. The final solicitation package will be made available to all interested Suppliers.

1. Overview and Background

The Tobacco Control Directorate (TCD) and the Tobacco and Vaping Compliance and Enforcement Program (TVCEP) within Health Canada (HC) are seeking a National Integrated Compliance and Enforcement Management Solution (NICEMS), hereafter referred to as “the Solution”. Canada requires an integrated, managed hosted Solution on a Shared Services Canada (SSC) certified 3rd party Protected B cloud platform. The Solution must enable Health Canada to deliver on its mandate to support its national Compliance and Enforcement (C&E) program activities authorized under the *Tobacco and Vaping Products Act* (TVPA). The Solution will replace TCD/TVCEP's existing suite of legacy C&E web applications and various software tools with a single integrated solution that includes functionality from the legacy applications as well as new functionality.

The result will be a Solution that:

- Allows the Tobacco Control Directorate (TCD) and the Tobacco and Vaping Compliance and Enforcement Program (TVCEP) to:
 - Meet the business and legislative needs with respect to tobacco and vaping products as required under the *Tobacco and Vaping Products Act* (TVPA), its Regulations, and other related legislations;
 - Plan, carry out, track, document, and evaluate its national Compliance and Enforcement (C&E) program activities with respect to tobacco and vaping products, when connected (online) and not connected (offline) to the internet;
 - Receive and process large volumes of electronically submitted structured data through a secure portal;
 - Receive public comments and complaints through a secure portal in accordance with Canada's Federal Identity Program; and
 - Perform data analytics.
- Provides a mechanism for the tobacco and vaping product industry to submit mandated reports electronically through a secure portal in accordance with Treasury Board Secretariat (TBS) policy.
- Provides business process workflows.
- Provides workload management.
- Includes functionality from the legacy applications as well as new functionality.

- Must be easily modifiable to accommodate ongoing new and developing tobacco and vaping products legislation, and C&E business policies, processes, procedures, guidelines and programs.
- Must be located in Canada.
- Must be compliant with Canada's security requirements.

The staff responsible for C&E program activities are located in several organizational units across Canada. Some inspectors work in remote locations with little or no internet connectivity for extended periods. C&E program activities are carried out across Canada and are conducted on-site (at establishment locations) or off-site (not at establishment locations) under the authority of the appropriate federal legislation. C&E activities include:

- Compliance promotion
- Inspections
- Investigations

TCD/TVCEP business is currently supported by three legacy custom-built C&E web applications:

- Tobacco Reporting Regulations System (TRRS), which is used to track the receipt of industry reports and document the compliance of regulated parties with the Tobacco Reporting Regulations (TRR);
- Tobacco Compliance Information Management System (TCIMS), which is used to document other compliance and enforcement activities (compliance promotion, inspection, and investigation); and
- Federal Electronic Tobacco Reporting and Evaluation System (FETRES), which is primarily used to validate industry report data used in research and market surveillance work.

The users of the Solution will be Government of Canada employees. The secure portal will be used by the tobacco and vaping products industry to submit legislated reports, as well as by the public to submit complaints and requests for information.

2. Summary Requirements Description

The following is a draft summary of the project requirements. Details of Canada's requirements will be available in the draft Statement of Work to be published on Buyandsell at a later date in November 2020.

Canada seeks a Solution that delivers on all of Canada's expressed capabilities and business requirements. As such, Canada seeks engagement with Industry on the requirements and encourages collaboration amongst vendors to participate in this procurement process. Canada supports and encourages joint ventures where necessary to allow Canada to receive the optimal Solution to meet its capabilities and business requirements for example, but not limited to, the following:

- User interfaces, documentation, and support available in both of Canada's official languages (English and French);

- Guided, event driven workflows for creating and updating C&E activities and establishment profiles;
- Configuration and management of Solution parameter values, for example, but not limited to, the following:
 - Content of data validation and pick-list tables
 - Business rules
 - Business process workflows
 - Templates and Data Entry forms
 - Notification and Alerts
 - Workload Overview Displays
- User Account and Profile management;
- Generated and send all internal and external notifications and alerts triggered by business rules and business process workflows;
- Print functionality for all activity-related documents, based on templates, and activity data as required for implementation of all workflows;
- User Interface indication of mandatory, conditionally mandatory, read only, and calculated data elements;
- Error checking and data validation on user input according to provided business rules including alerts and notifications;
- A secure Online Portal (guided form-based submission) and an API-Based Submission for electronic submission of structured data and supporting files (i.e. images or other media files), including error checking, data validation, and alerts;
- User workload management including, but not limited to, displaying and viewing ongoing and newly assigned work, work that has been reassigned, and completed work;
- Search functionality for all specific record types and combinations of record types on demand;
- Business Intelligence and data analytics functionality;
- Access to the Solution data by Extract, Transform, and Load (ETL) tools;
- Generated, print, and export results from pre-defined reports and ad-hoc queries;
- Document activities and establishments while not connected to the internet (i.e., offline mode) and to sync the data once connectivity is restored;
- Establishment address validation via a regularly updated address validation service;
- Audit all solution user activity.

The Contractor's proposed Solution may be comprised of any combination of commercial-off-the-shelf (COTS) software; the resulting configuration of such software must allow operation of

the Solution at all times, in accordance with the Statement of Work. The Contractor's proposed Solution must be configured to, but not limited to, the following:

- Include hosting services that meet Government of Canada data residency requirements;
- Meet Government of Canada security requirements and industry best practices;
- Include migrate legacy application data;
- Include secure maintenance and technical support;
- Include training and other professional services, as and when requested;
- Include regularly updated solution-based training materials and documentation, including all requisite software licenses and warranties; and
- Government of Canada will retain ownership of all data in the Solution including business data, monitoring data, and metadata.

Additional material and documents will be posted on BuyandSell separately.

3. Proposed Procurement Strategy

The proposed openly competitive procurement process and resulting Contracts will follow an agile procurement approach in order to encourage more effective collaboration with vendors. Being agile means approaching the project in stages while assessing and addressing challenges along the way.

The proposed competitive agile procurement process will result in the award of up to three (3) Contracts at a predefined value over a set duration for the 3 top-ranked Bidders to develop independently a Capability and Usability Assessment (CUA) Prototype Solution.

Following the delivery of the Contractors CUA Prototype Solutions, Canada will conduct an assessment of the proposed prototype Solutions. At Canada's sole discretion, the option for a Contractor to deliver the production ready Solution, will be exercised in accordance with the Statement of Work and the evaluated Bid price of the Contract.

This agile procurement strategy is intended to provide Canada, at its sole discretion, the rights to exercise its irrevocable option to contract with any of the Contractors who participated in the CUA to implement a portion of the Work if it is determined that this would best meet the needs of Canada.

The decision to award up to 3 Contracts to the top-ranked Bidders for the prototype contracts and ultimate selection of one or more Contractor(s) to develop and deliver the full Solution will be based on the combined highest score of technical, financial and CUA assessments.

The resulting agile Contracts will include irrevocable options allowing Canada to extend the term of the Contract to mitigate performance-related risks. While Canada intends to issue a Contract(s) of a specific duration, Canada will reserve the right to continue to Contract for and leverage this Solution for as long as it makes business sense for Canada to do so.

The proposed agile procurement will include provisions that allows for the contracted Solution(s) to evolve with time and technology, including incorporation of functionality or technology that isn't currently part of the requirement.

The resulting contract will grant Canada the right to consider these evolutionary functionality or technology to be part of the ongoing scope of the work being done under the Contract, subject to Canada's internal approval processes.

Additionally, the resulting Contract will include provisions to grant Canada the sole reserve to, at a subsequent date and at its sole discretion, identify the solution either as a multi-departmental solution, or designate the solution as a Government of Canada Enterprise-wide standard if and when determined by the GC-Enterprise Architecture Review Board (GCEARB).

The multi-phase agile procurement (MPAP) process is conducted over the following phases:

