

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

GSIN: D302A ADP SYSTEM DEVELOPMENT SERVICES

Reference Number:	20200593-IRB	Solicitation Number:	20200593-IRB
Organization Name:	Immigration and Refugee Board of Canada (IRB)		
Solicitation Date:	2020-11-06	Closing Date:	2020-11-20 at 02:00 PM Eastern Standard Time EST
Anticipated Start Date:	2020-12-14		
Estimated Delivery Date:	2021-12-31	Estimate Level of Effort:	240 days per resource
Contract Duration:	The contract period will be for approximately one (1) year from the date of contract with an irrevocable option to extend it for up to two (2) additional one-year periods.		
Solicitation Method:	Competitive	Applicable Trade Agreements:	WTO-AGP, CUSMA, CFTA, CCFTA, CCoIFTA, CCFTA, CETA, CHFTA, CKFTA, CPFTA, CUFTA and CPanFTA
Comprehensive Land Claim Agreement Applies:	No	Number of Contract:	One (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 category(ies):

WORKSTREAM 3: Information Management/Information Technology Services

Resource Category	Level of Expertise	Estimated Number of Resources Required
I.9 System Administrator	3	1
I.10 Technical Architects	3	2

WORKSTREAM 4: Business Services

Resource Category	Level of Expertise	Estimated Number of Resources Required
B.3 Business Consultants	3	2
B.1 Business Analyst	3	1

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

1. 529040 ONTARIO INC and 880382 ONTARIO INC
2. Access Corporate Technologies Inc.
3. Cistel Technology Inc.
4. CloseReach Ltd.
5. Excel Human Resources Inc.
6. HubSpoke Inc.
7. IBM Canada Limited/IBM Canada Limitée
8. Maplesoft Consulting Inc.
9. PrecisionIT Inc, IDS Systems Consultants Inc., PrecisionERP Incorporated, in JOINT VENTURE
10. Sierra Systems Group Inc.
11. SnapSEARCH Inc.
12. Strategic Relationships Solutions Inc.
13. TechWind Inc.
14. The Halifax Computer Consulting Group Inc.
15. THE SOURCE STAFFING SOLUTIONS INC.

****Please note:** So as not to impede on the efficiency of the procurement process, the IRB has decided to extend the invitation for this bid solicitation only to the first five (5) pre-qualified suppliers submitting requests that are not listed on the List of Suppliers Invited to Bid of the bid solicitation.

Description of Work:

The IRB has an immediate requirement for one (1) System Administrator, two (2) ITSM Technical Architects, one (1) Business Analyst, two (2) Business Consultants and all at the Level 3 to support the application development and implementation of an ITSM tool for the Board. These resources will be responsible for the overall implementation and support of the related systems and upgrades of accompanying technologies.

These resources will be required to consult, develop, implement, document and support IRB ITIL-based service management efforts for bringing on board a SAAS based application for their ITSM needs. The team will be required to meet identified objectives will be responsible for working with ITSM software (BMC Footprints) on an Agile (sprint-based) basis to implement required functionality.

This request supports existing and future projects and functions in the area of Service Management involving clients from IT and other support services (HR, finance, accommodations, etc.) to identify and evolve client-facing service management in line with ITIL-based industry best practices.

- Bidders must submit a bid for all resource categories
- The work is currently not being performed by a contracted resource

Security Requirement: *Common PS SRCL #19 applies*
Minimum Corporate Security Required: *Designated Organization Screening (DOS)*
Minimum Resource Security Required: *Enhanced Reliability*

Contract Authority

Name: *Naomie Fevry*
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Inquiries

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