



**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  
Business Management and Consulting Services Division /  
Division des services de gestion des affaires et de  
consultation  
Terrasses de la Chaudière 5th Floor  
Terrasses de la Chaudière 5e étage  
10 Wellington Street  
10, rue Wellington  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Gender Based Analysis Plus	
<b>Solicitation No. - N° de l'invitation</b> E60ZG-212007/A	<b>Date</b> 2021-01-25
<b>Client Reference No. - N° de référence du client</b> 20212007	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$ZG-411-38950
<b>File No. - N° de dossier</b> 411zg.E60ZG-212007	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Standard Time EST <b>on - le 2021-02-22</b> Heure Normale de l'Est HNE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Baker(411zg), Roxane	<b>Buyer Id - Id de l'acheteur</b> 411zg
<b>Telephone No. - N° de téléphone</b> (613) 858-8291 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

# **REQUEST FOR INFORMATION (RFI) E60ZG-212007/A**

## **NATIONAL MASTER STANDING OFFER FOR GENDER-BASED ANALYSIS+ (GBA+) CONSULTANCY SERVICES**

**Public Services Procurement Canada  
(PSPC) on behalf of**

**The Department for Women and  
Gender Equality Canada (WAGE)**

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## REQUEST FOR INFORMATION (RFI)

### NATIONAL MASTER STANDING OFFER FOR GENDER-BASED ANALYSIS+ (GBA+) CONSULTANCY SERVICES

#### 1. Purpose and Nature of the Request for Information (RFI):

Public Services and Procurement Canada (PSPC) and the Department for Women and Gender Equality Canada (WAGE) are requesting Industry feedback to assist in defining the requirement for an upcoming Request for Standing Offers (RFSO).

The objectives of this RFI are to:

- a. Inform potential suppliers of the requirements of this procurement;
- b. Collect information on the level of interest and capability from suppliers regarding the requirements as published in this RFI;
- c. Seek Industry feedback on Annex A – Statement of Work, Annex B – Draft Criteria Technical Evaluation criteria and Annex C – Self-Identification form;
- d. Obtain answers to the questions for industry as provided in this document;
- e. Seek industry interest to participate in Industry Engagement activities such as Virtual Industry Session and/or one-on-one virtual meetings.

The material in this RFI package is for the solicitation of **feedback only**. This RFI is neither a call for tender nor a Bid Solicitation. No agreement, standing offer 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 Request for Standing Offer for this requirement and no Standing Offer or other form of commitment will be entered into with any respondent based on responses to this RFI. This RFI must in no way be considered as authorization by Canada for Respondents to undertake any work, which would result in costs to Canada.

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.

Canada will not be liable for, nor shall it reimburse any Respondents for any costs, fees or expenses, which any Respondent incurs in the preparation or submission of its response to this RFI. Canada will not be bound by anything stated herein. Canada reserves the right to change, at any time, any or all parts of the Solicitation as it deems necessary.

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 follow-on solicitation is published.

Respondents are advised that any information submitted to Canada in response to this RFI may be used in development of a subsequent Request for Standing Offer. Respondents will not be bound by any aspect of

Solicitation No. - N° de l'invitation E60ZG-212007/A	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur 411zg
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their response to this RFI.

All responses to this RFI will be held by Canada on a confidential basis (subject to applicable legislation), and remain the property of Canada once they have been received.

To facilitate the consolidation and analysis of RFI responses, Canada requests that respondents follow the feedback structure outlined in section Format of response.

## 2. Background Information

WAGE has a requirement to establish a Standing Offer in order to obtain through call-ups mechanisms services of consultants to provide advice and technical support on applying GBA+ using an intersectional analytical framework to support the design and delivery of accessible and inclusive public initiatives. This could include but not limited to policy, research, program, public engagement, learning and capacity building activities, and evaluation, among other things to ensure that government systematically and consistently considers the intersectional needs of society.

The duration of the proposed National Master Standing Offer (NMSO) is expected to be for a period of three (3) years commencing from date of SO award, with an irrevocable option on the part of Canada to extend the period of the Contract by two (2) additional one (1) year periods. The intent is to publish the Request for Standing Offers (RFSO) for the requirement in mid-2021. This is an estimated timeframe provided for information purposed only. PSPC reserves the right to alter the procurement schedule as it sees fit.

Different categories (streams) of Consultancy Services are required to provide research and analysis, policy development and implementation, program and project management, training and tool development and facilitation, and evaluation and monitoring.

As part of the 1995 Beijing Declaration and Platform for Action, the Government of Canada committed to use Gender-Based Analysis (GBA) to advance gender equality. While GBA's key focus, at that time, was closing the gender gap and empowering women, it was also an important tool for supporting the development of effective initiatives for men, boys and for various populations. Since its adoption, Canada's GBA+ framework has expanded to cover various forms of exclusions.

GBA+ is an analytical process that provides a rigorous method for the assessment of systemic inequalities, as well as a means to assess how diverse groups of women, men, and gender diverse people may experience policies, programs and initiatives because of their unique needs and experiences. The application of Gender-based Analysis Plus (GBA+) allows us to better understand the intersections of sex and gender with other identity factors and is a critical part of our design and delivery of inclusive initiatives.

## 3. Security Requirements:

There is no security requirement for this RFI; however, it is anticipated that there will be a security requirement at the time of a potential future RFSO should one be issued. Potential security requirements might be:

- Personnel (Supplier) security screening level: Reliability
- Document Safeguarding Capability: Protected B
- IT Media: Protected B

Respondents whose organizations currently do not hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD) of PWGSC, at a level of information of Protected B are encouraged to initiate the security clearance process immediately to meet any potential future security requirements by requesting sponsorship from the Designated PWGSC Contact Officer by e-mail at the address provided.

Potential suppliers who currently do NOT meet the Designated Organization Screening requirements and (or) personnel security clearance are advised to initiate the security clearance process immediately by requesting sponsorship from the Contracting Authority by e-mail at the address below.

The request must include the following information:

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Buyer ID - Id de l'acheteur  
411zg

Client Ref. No. - N° de réf. du client  
E60ZG-212007/A

File No. - N° du dossier  
411ZG.E60ZG-212007

CCC No. /N° CCC - FMS No./N° VME

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Legal name of the company:

Business Name, if different from legal name:

Mailing address:

Civic address, if different from mailing address:

Company telephone number:

Company fax number:

Surname and Given Name of the contact person (Canadian Official):

Title of the contact person:

Telephone number of the contact person:

E-mail address of the contact person:

Language preference (English or French);

The Canadian and Industrial Security Directorate (CISD) of PWGSC will then send the interested potential supplier the paperwork, which needs to be completed.

If the potential supplier wishes to propose the services of an individual who has obtained a security clearance from a government department or agency other than CISD/PWGSC, the potential supplier's Company Security Officer is to contact CISD and request either a transfer or a duplicate of the security clearance of the individual.

For any inquiries concerning any security requirements, potential suppliers should contact CISD at 1-866-368-4646, or (613) 948-4176 in the National Capital Region, CISD Website: <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

There are no direct costs charged to potential suppliers wishing to obtain a Designated Organization Screening (DOS) or a Facility Security Clearance (FSC). However, the potential supplier may incur indirect costs, which results from being required to meet the minimum standards such as installing mechanisms for document safeguarding, if applicable.

#### **4. Supplier Registration**

Suppliers are required to have a Procurement Business Number (PBN) before issuance of a standing offer. Suppliers may register for a PBN on line at <https://srisupplier.contractsCanada.gc.ca/index-eng.cfm?af=ZnVzZWJdGlVbj1yZWdpc3Rlci5pbmRybyZpZD00&lang=eng>

#### **5. Enquiries**

Any questions from respondents concerning this RFI must be made in writing to the [Contracting Authority](#) stated below, via e-mail on or before the closing date.

Roxane Baker  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Professional Services Procurement Directorate  
Terrasses de la Chaudière, 5th floor  
10 Wellington Street  
Gatineau, Quebec, K1A 0S5  
Email: [roxane.baker@tpsgc-pwgsc.gc.ca](mailto:roxane.baker@tpsgc-pwgsc.gc.ca)

Canada reserves the right to not respond to questions received after the closing date or to any question not related to this RFI. Enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the respondent do so, so that the proprietary nature of the question is eliminated, and the responses will be made publicly available through the Government Electronic Tendering Service (<https://buyandsell.gc.ca/>). Enquired not submitted in a form that can be distributed to all respondents may not be answered by Canada.

Changes to this RFI may occur and will be advertised through an amendment on the Government Electronic Tendering System. Canada asks Respondents to visit Buyandsell.gc.ca regularly to check for changes, if any.

## 6. Industry Engagement Activities (if applicable):

As part of this RFI process Canada would like to offer bidders the opportunity to explain and express their comment(s) on the attached documents. Should the interest arise from Industry, Canada could hold Industry Engagement Activities such as Virtual Industry Session and/or virtual One-on-One meetings.

Virtual Industry session or one-on-one virtual meetings with the responders will tentatively be held between February 9 and February 17, 2021 if needed.

Potential offerors interested in attending such activities, should do so by informing in writing by email to the Contracting Authority no later than **February 5, 2021, 2PM Eastern Standard Time (EST)**. Depending on the number of interest, choice of format and schedule will be communicated to the interested respondents a few days prior the chosen method of session. Canada reserves the right to choose the format or decide not to hold session(s) should there not be enough interest.

## 7. Closing date of the RFI:

Responses to this RFI must be submitted electronically to the Contracting Authority and will be accepted until **02:00 PM Eastern Standard Time (EST) on February 22, 2021**. The information received after that date will be considered only to the extent reasonable, in the sole opinion of Canada.

## 8. Clarifications:

Canada may require clarification of the written responses and/or comments received. If required, any clarification will be requested in writing.

Respondents are advised that any information submitted to PWGSC in response to this Request for Information may be used in the development of a subsequent RFSO. Respondents will not be bound by any aspect of their response to this RFI. All responses will be held by Canada on a confidential basis (subject to application legislation), and remain the property of Canada once they have been received and may be used to support further development of internal planning documents and decisions, and possibly a RFSO. Note that responses will not be returned.

## 9. Participation

This RFI is inclusive and flexible and is not intended to pre-qualify respondents at any stages of the process. An interested respondent who does not participate in this RFI is not precluded from participating in any subsequent RFSO process.

## 10. FORMAT OF RESPONSE

**Cover Page:** For the response, respondents are requested to indicate:

- (i) the Request for Information number;
- (ii) the volume number (if applicable);
- (iii) the full legal name and address of the respondent;
- (iv) the name, address and telephone number of the respondent's contact which will be used for the possible one-on-one meeting; and
- (v) the date.

**Format of Response:** Canada requests that respondents submit their response in unprotected (i.e. no password) PDF format by email, if the size of the email is less than 6MB, to the Contracting Authority named above. An email acknowledging the reception of your response will be sent.

If the response is more than 6MB, respondents will have to submit using epost Connect. The address is:  
[tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca)

If the Respondent chooses to submit its response electronically using the epost Connect service provided by Canada Post Corporation,

- Canada requests that the Respondent submits its response in accordance with section 08, Transmission by facsimile or by epost Connect, of the 2003 standard instructions. Sub-section 2, epost connect, contains instructions and conditions;
- The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

Responses to this RFI may be provided in either of Canada's official languages, English or French.

Respondents are requested to review the attached documentation, respond to the following questions and provide the information requested in the table below, Table 1 – Response to Questions and Requested Information.

TABLE 1 – RESPONSE TO QUESTIONS AND REQUESTED INFORMATION	
QUESTIONS	RESPONSE
<b>SUBJECT MATTER</b>	
1) Have you ever used an intersectional approach in your work?	
2) Are you familiar with the Government of Canada's commitment to Gender-Based Analysis Plus (GBA+)?	
3) Have you taken the Women and Gender Equality Canada's Introductory GBA+ Online Course? For more information, visit their website: <a href="https://cfc-swc.gc.ca/gba-acsc/course-cours-en.html">https://cfc-swc.gc.ca/gba-acsc/course-cours-en.html</a>	
4) What is the current demand for Gender-Based Analysis Plus (GBA+) expertise?	
<b>SUPPLIERS</b>	
5) Are you a company/organization or a self-employed consultant?	
6) Where are you or your company/organization located?	
7) If you are a company/organization, how many employees/resources (consultants) do you have?	
8) How many resources (consultants) in your company/organization would have expertise in applying an intersectional approach to one of the areas highlighted in the Statement of Work?	

EDUCATION AND EXPERIENCE	
9) What is an appropriate combination of lived experience and formal training?  a. <b>Lived experience:</b> Personal knowledge about the world gained through direct, first-hand involvement in everyday events rather than through representations constructed by other people.	
10) How do you suggest we differentiate across levels of experience – between junior, intermediate and senior consultants?	
11) Do you have experience working with federal institutions?	
STATEMENT OF WORK	
12) Is the attached Statement of Work clear?  a. If not, how could we improve it?	
13) Is there any relevant expertise that should be added to the Statement of Work? If so, which ones?	
14) What additional information would you need to guide your decision to apply to this Standing Offer?	
EVALUATION CRITERIA	
15) Are the evaluation criteria clear?  a. If not, how could it be improved?	
16) Is there any relevant or irrelevant expertise that should be added or removed to/from the evaluation criteria? If so, which ones?	
17) What do you consider the minimum education level for this Standing Offer?	
18) What combination of education and experience would be appropriate for this Standing Offer?	
19) How should we assess lived experience into the evaluation criteria?	
20) How do we assess and differentiate between lived experience and formal training?	
21) Would you be able to provide examples of your experience as highlighted in the evaluation criteria grid?	
22) How should we evaluate the methodology outlined in the evaluation criteria grid?	



23) Is there any additional experience that should be assessed through the evaluation criteria grid?	
24) According to the evaluation criteria grid, would you be able to meet these criteria? a. If not, what would be the most significant barriers?	
<b>INTERESTS</b>	
25) Would your company/organization or you be interested in bidding on a Request for Standing Offer (RFSO) to provide GBA+ consultancy services to the Government of Canada (GoC) in the event GoC would move forward with this type of requirement? a. If not, what would preclude you from providing a proposal?	
26) Would you have any other recommendations, advice or concerns to provide the GoC in terms of this requirement?	
27) Would your company/organization or you have the capacity to fulfill simultaneous call-ups against the Standing Offer in the event you would become a supplier of the GoC?	
28) How can we encourage diverse groups and individuals to apply to this Standing Offer?	
<b>SELF-IDENTIFICATION FORM (<i>not for evaluation purposes</i>)</b>	
29) Would you fill out the voluntary self-identification form (see Annex C)? a. If not, why?	
30) How can we strengthen the language to make it clear that the information collected will be used for statistical purposes only?	
31) Is there anything missing from the self-identification form?	
32) Do you have other ideas to track diversity and inclusion of this Standing Offer?	

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## ANNEX A

### STATEMENT OF WORK Standing Offer for GBA+ Consultancy Services

#### 1. BACKGROUND

As part of the 1995 [Beijing Declaration and Platform for Action](#), the Government of Canada committed to use Gender-Based Analysis (GBA) to advance gender equality. While GBA's key focus, at that time, was closing the gender gap and empowering women, it was also an important tool for supporting the development of effective initiatives for men, boys and for various populations. Since its adoption, Canada's GBA+ framework has expanded to cover various forms of exclusions.

The "Plus" was initially introduced in 2011 in recognition that, in addition to sex and gender, other identity factors, such as race, ethnicity, ability, social status and age influence how some may experience a government legislation, policy or program. Since that time, GBA+ has continued to evolve and has progressively increased its intersectional focus. GBA+ also acknowledges that gender is not binary and does not operate in isolation, but in relation to other identity factors and systems in a given context.

#### 2. CONTEXT

The Department for Women and Gender Equality (WAGE) works to advance gender equality through an intersectional gendered lens. WAGE's mandate is to advance equality with respect to sex, sexual orientation, gender identity and/or expression through the inclusion of people of all genders in Canada's economic, social, and political life.

GBA+ is an analytical process that provides a rigorous method for the assessment of systemic inequalities, as well as a means to assess how diverse groups of women, men, and gender diverse people may experience policies, programs and initiatives because of their unique needs and experiences. The application of Gender-based Analysis Plus (GBA+) allows us to better understand the intersections of sex and gender with other identity factors and is a critical part of our design and delivery of inclusive initiatives.

#### 3. OBJECTIVES

The Government of Canada requires the services of consultants to provide advice and technical support on applying GBA+ using an intersectional analytical framework to support the design and delivery of accessible and inclusive public initiatives. This could include but not limited to policy, research, program, public engagement, learning and capacity building activities, and evaluation, among other things to ensure that government systematically and consistently considers the intersectional needs of society.

Consultant's services could be retained by federal departments and agencies according to their specific operational needs. Consultants could also have but not limited to complement and/or support the work of departmental GBA+ focal points and champions, as appropriate.

While tasks may differ, many strategies to implement good GBA+ are similar:

- Engage with a range of individuals and different groups of people to understand their realities and needs;
- Involve a range of stakeholders in decisions related to the design, delivery and evaluation of the initiative
- Gather quantitative and qualitative evidence and collect and analyze sex and gender disaggregated data and information;
- Include measures to monitor and assess impacts of these initiatives, including identify data gaps
- Monitor regularly to identify unintentional barriers or impacts
- Document for future update and reference

## 4. REQUIREMENTS

### 4.1. Tasks, Activities, Deliverables and Milestones

Consultants\*\* will be required to ensure quality of services and deliverables, as detailed in their individual contracts. Consultants may be responsible for activities related, but not limited to:

**Stream 1: Research & Analysis**

**Stream 2: Policy Development and Implementation**

**Stream 3: Program and Project Management**

**Stream 4: Training and Tools Development and Facilitation**

**Stream 5: Evaluation and Monitoring**

*\*\* Streams that will not be applicable for the individual standing offer, might be removed from the SOW.*

When delivering these technical services, consultants must apply an intersectional lens in their work.

Adopting an intersectional approach is critical because not all women, men or gender diverse people experience the world in the same way. Intersectionality refers to the idea that our experience of the world is influenced and informed by gender and our multiple identities and how these intersect, across race, sexuality, ability, ethnicity, and more.

An intersectional approach, in addition to considering identity factors and social categories, also considers the systems (racism, sexism, colonialism, ableism, etc.) that uphold these experiences. It takes account of the historical, social and political context and the systems of discrimination that create inequalities. It is the relationships between these factors and societal processes that create differences in experiences, opportunities and outcomes. GBA+ provides tools to identify deeply entrenched and widespread human biases, which are themselves products of history and deep conditioning, which in turn helps better understand how and why different people may experience inequality.

When applicable, consultants should challenge and validate underlying assumptions and help identify unconscious biases to support evidenced-based decisions.

Activities of consultants may include, but are not limited, to the following:

#### **Stream 1: Research & Analysis**

- Identify information need and sex and gender disaggregated data gaps to improve initiatives and/or operations;
- Collect, analyze, interpret and report on sex and gender disaggregated data and information, including identifying and analyzing historic and emerging trends;
- Develop and conduct surveys and needs assessment;
- Research sectoral and market trends and patterns;
- Prepare, review and/or simplify into presentation studies, statistical reports and detailed reports of findings;
- Recommend changes and improvements based on GBA+ findings;
- Undertake and review, when relevant, historical and political contextual analyses in relation to Canada's relationship with Indigenous Peoples, racialized communities and other ethnic groups;
- Undertake diagnoses, assessments and information gathering, including collection of sex and gender disaggregated data and information (i.e. statistics by sex, sexual orientation, gender identity, gender expressions, race/ethnicity, indigeneity, disability, language, geographic location, socio-economic status, among other statistics).

#### **Stream 2: Policy Development and Implementation**

- Conceptualize the most appropriate approach to support policy design and implementation a specific sector or subsectors through the application of GBA+;
- Prepare options and recommendations informed by GBA+ findings;

- Prepare and coordinate briefing material, reports, and speaking notes;
- Review policy papers, policy direction, strategies, concept notes, corporate plans and reports, and other documents using an intersectional lens;
- Prepare, review and/or update a GBA+, including review risk assessments and mitigation measures;
- Plan, design organize and/or facilitate inclusive and accessible public engagement activities, including policy dialogue events and activities.

### **Stream 3: Program and Project Management**

- Design and implement project, programs/or other public initiatives
- Support project/program design and implementation;
- Participate in public engagement activities and provide advice on inclusive participatory approaches in the planning of these activities, including events and partners/stakeholders meeting;
- Organize and facilitate results-based project design workshops or working sessions with partners, stakeholders, Indigenous partners and equality-seeking organizations;
- Assist in the preparation of option papers, concept papers and project approval documents, including the development of project logic models (LM) and LM narratives, performance management frameworks (PMF) and PMF narratives, monitoring plans, risk registers, management plans and terms of reference. This includes provide advice on targets and indicators to measure GBA+ performance;
- Analyze and make recommendations on the integration of gender and diversity considerations into project/program design and planning documents, including templates and internal processes;
- Prepare oral reports, written reports, briefing notes and talking points, which include diversity and inclusion considerations;
- Provide analyses and comments on documents produced by partners, Indigenous groups and organizations and other stakeholders.

### **Stream 4: Training, Tools and Facilitation**

- Provide support in the process of developing and delivering GBA+ related training programs, courses and activities;
- Monitor GBA+ related training processes, including monitoring training methods and giving feedback on training areas that need to be improved;
- Plan and design team and individual GBA+ related courses and tools, and gather reports on the quality training and tools;
- Facilitate training on topics related to GBA+ and /or other analytical lenses;
- Design and develop GBA+ related training manuals and course materials which may include handouts and visual materials;
- Identify requirements to meet training needs;
- Develop and review tools such as guidelines, checklists, among other things;
- Deliver training, coaching and information sessions on GBA+, equity, diversity and inclusion, anti-racism, and other related themes;
- Mainstream GBA+ into existing curricula, courses, training activities, mentoring and coaching programs and tools;
- Research, analyze and make recommendations on Canadian, Indigenous and/or sectoral international trends and best practices to develop and enhance tools, guidelines, training, coaching and capacity-building activities;
- Support and/or facilitate knowledge-sharing, including plan and organize accessible knowledge-sharing events and activities as well as when appropriate Indigenous knowledge transfer.

### **Stream 5: Evaluation and Monitoring**

- Assess and review institutional performance;
- Develop and review monitoring and evaluation reports;
- Develop and review results framework and performance measurement frameworks;
- Identify sex and gender disaggregated indicators and develop baseline data;
- Assess and review in institutional oversight practises/systems, budget (program versus administrative costs), financial reports (financial statements, audits and internal controls) and human resources corporate strategies and action plans and corporate management practices and processes;

- Assess and support corporate governance structures, including terms of reference, roles and responsibilities, guidelines, policies, decision-making processes;
- Report on results achieved to date, including lessons learned and promising practices.

## **5. SUPPLIER REQUIREMENTS**

### **5.1 Specifications and Standards**

Specifications and standards will be determined in each contract against the standing offer by the Client Federal Department or Agency.

### **5.2 Technical, Operational and Organizational Environment**

Technical, operational and organizational environment will be determined on a case-by-case basis dependant on the Client Federal Department or Agency.

#### **5.2.1 MEETINGS**

- a) Meetings may be conducted when necessary to respond to urgent or unforeseen requirements, technical work, contract or program Management activities or issues, and contractual obligations. Ad Hoc meetings are to be kept to a minimum and only take place if absolutely necessary.
- b) Ad Hoc meetings can be requested by Canada or by the Contractor once a contract is in place.

### **5.3 Reporting Requirements**

Reporting requirements will be determined by the Client Federal Department or Agency.

#### **5.3.1 Technical Reports.**

The Contractor, may be required to prepare and submit technical reports, which must include at a minimum:

- General description of the reason for report;
- Background of the Task;
- References;
- Analysis of the Task;
- Options investigated;
- Recommended option;
- Analysis and design of a solution;
- Significant issues that could affect the implementation of the solution;
- Conclusions.

#### **5.3.2 Post Activity Report**

The Contractor must provide a Post Activity Report (PAR) following completion of the activity when requested. The PAR must include all of the final reports and any lessons learned identified for similar activities in the future.

## **6. Authorities**

### **6.1 Supplier's Obligations**

Suppliers are responsible to deliver the services authorized by the contracting departments, following issuance of a contract. Suppliers will be subject to the terms of such contract(s), including the timelines, expected results, performance indicators and deliverables detailed in the Contract.

## **7. Location of Work, Work site and Delivery Point**

The work will be performed primarily from the supplier's office.

## **8. Language of Work**

Canada's official working languages are English and French. Consultants must have a good level of proficiency in one of the two official languages.

## **9. Use of individual protective equipment and Occupational Health and Safety (OHS) guideline(s)**

- 9.1 The Contractor must comply with Government of Canada onsite requirements in respect of individual Protective Pieces of Equipment (PPE) and adhere to Occupational Health and Safety (OHS) guidelines in force in the workplace.
- 9.2 The Contractor will provide its resources the following individual PPE for working on site: prescribed face covering mask, gloves, protective shield, and anything else that is required as a pre-requisite to entry and to work on Government of Canada premises. Canada reserves the right to modify the list of PPE and OHS guidelines, if required, to include any future recommendations proposed by the Public Health Agencies.
- 9.3 The Contractor warrants that its resources will wear the PPE mentioned above when onsite and follow at all times the Occupational Health and Safety (OHS) guidelines in force in the workplace during the contract period. If resources are not wearing the prescribed PPE and/or are not following the Occupational Health and Safety (OHS) guidelines in force in the workplace, they will not be permitted access to government of Canada sites.
- 9.4 No Responsibility to Pay for Work not performed due to Closure of Government Offices
- Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation, closure of government offices or there are enhanced measures to restrict access to government premises and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation, closure or restricted access.
- If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises.

## **10. Travel and Living**

Travel and living expenses will be determined by the Client Federal Department or Agency in accordance with the Treasury Board National Joint Council Travel Directive in effect at the time of travel if required. The Treasury Board National Joint Council Travel Directive site is available at: <http://www.njc-cnm.gc.ca/directive/d10/en>.

## **11. Project Schedule**

### **11.1 Expected Start and Completion Dates**

The expected start and completion date will be determined by the Client Federal Department or Agency.

## **11.2 Schedule and Estimated Level of Effort (Work Breakdown Structure)**

The schedule of work will be determined by the Client Federal Department and Agency.

## **12. Employer/Employee Relationship**

The Technical Authority approve and confirm what activities the Contractor will plan and conduct are responsible for inspecting and accepting the completed work. Consultants will work in concert with the identified Technical Authority specified in the contract. The Contractor, exercises full control over individual's administration and employment and must ensure coordination of all Contractor provided resources if applicable.

## **13. Work Subject to Acceptance**

The Technical Authority is the Inspection Authority. All documents, deliverable, and all services rendered, under the resulting contract must be subjected to inspection by the Inspection Authority. Should and report(s), deliverables(s), document(s), or service not be in accordance with the requirements of the resulting contract and the satisfaction of the Inspection Authority, as submitted, the Inspection Authority has the right to reject or require its correction within 5 business days at the sole expense of the Contractor before recommending payment as part of the validation process performed for payment of all invoices.

Any communication with the Contractor regarding the quality of Work performed pursuant to the Contract must be undertaken by official correspondence through to the Contracting Authority.

## **14. Applicable Documents and Glossary**

The Department for Women and Gender Equality's GBA+ Introductory Online Course can be found at this website: <https://cfc-swc.gc.ca/gba-acs/index-en.html>

The Government of Canada's Gender Results Framework can be found online at this website: <https://cfc-swc.gc.ca/grf-crrg/index-en.html>

Statistics Canada Gender, Diversity and Inclusion statistics can be found online at this website: [https://www.statcan.gc.ca/eng/topics-start/gender\\_diversity\\_and\\_inclusion](https://www.statcan.gc.ca/eng/topics-start/gender_diversity_and_inclusion)

The Treasury Board National Joint Council Travel Directive site is available at: <http://www.njc-cnm.gc.ca/directive/d10/en>

Information on the Policy Direction to Modernize the Government of Canada's Sex and Gender Information Practices can be found at this website: <https://www.canada.ca/en/treasury-board-secretariat/corporate/reports/summary-modernizing-info-sex-gender.html#h-6>

## **15. List of Acronyms**

- a. GBA+: Gender-Based Analysis Plus
- b. GRF: Gender-Results Framework

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## ANNEX B DRAFT TECHNICAL EVALUATION CRITERIA

### **Stream 1 – Research & Analysis**

### **Stream 2 – Policy Development and Implementation**

### **Stream 3 - Program and Project Management**

### **Stream 4 – Training, Tools and Facilitation**

### **Stream 5 – Evaluation and Monitoring**

### **GENERAL INSTRUCTIONS APPLY TO ALL STREAMS:**

- An Offeror and/or consultant(s) may qualify for one or several streams;
- For validation purposes, Women and Gender Equality Canada (WAGE) or Client Federal Institutions reserve the right to contact references provided in the Offer.
- Each consultant identified in the Offer will be evaluated on their own merit.

### **Mandatory Technical Criteria:**

- The Offer must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.
- The Offer must be able to meet the consultant requirements indicated below. The Bidder must provide the information and documentation required to prove compliance under each requirement as each consultant will be assessed against the mandatory technical criteria related to the consultants listed below.
- Offers which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.
- It must be clearly demonstrated how the proposed consultant meet the mandatory experience listed to qualify. The document should be in Word, not exceeding five (5) pages in English or five and half (5.5) pages in French\* (8.5X11; 11 point font; normal margins). Please note that it is not sufficient to only state that the qualification is met. Resumes will be used as a secondary source to validate the experience described in the document.



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### Mandatory Technical Criteria for All Streams (MTA)

All Streams		Description	MET/NOT MET	DETAILS, CROSS REFERENCE TO PROPOSAL
MTA1		<p>In order to provide consultancy services, the Offer must meet the mandatory technical criteria specified below.</p> <p><b>MANDATORY EXPERIENCE:</b> The offer must demonstrate that each proposed consultant, <b>within the last ten (10) years</b>, as of bid closing date, has completed a minimum of <b>three (3) projects and a maximum of five (5) projects</b> as lead consultant, sole consultant or as co-consultant relating to applying an intersectional approach that examine gender and identity and social factors and how these intersect, across race, sexuality, disability, indigeneity, ethnicity, age, social status, and more, in either the private, academic, not-for-profit, volunteering, or public service sectors.</p> <p>In order for a project to be evaluated, the Offer must include as a minimum, the following information:</p> <ul style="list-style-type: none"><li>a) Duration of the project (start date to completion date);</li><li>b) Nature of the project (brief description);</li><li>c) Description of the proposed consultant's role (brief description of the responsibilities and duties involved in completing the project);</li><li>d) Description of the deliverable(s) submitted to the project authority; and</li><li>e) Name of the project authority</li></ul> <p>The Offer must include at least one reference for each completed service/project, with contact information (e-mail address, current phone number, business address and title of the project authority).</p> <p>Submission of information on the project should not exceed 1 page per project.</p>		
MTA2		<p><b>MANDATORY TRAINING:</b> The Offer must demonstrate, as of the bid closing date, that each proposed consultant have successfully completed the Department for Women and Gender Equality's <a href="#">Gender-Based Analysis Plus (GBA+) introductory Online Course</a>.</p> <p><b>Proof</b> of training must be submitted with the Offer (copy of the GBA+ Introductory Online Course Participation Certificate)</p>		

<b>MTA3</b>	<b>MANDATORY FORMAL EDUCATION</b>  Each proposed Consultant must have attained at least one (1) of the following:  <b>a)</b> College Degree/CEGEP  <b>b)</b> Bachelor degree from a recognized post-secondary institution with acceptable specialization in gender or sexuality studies, sociology, statistics, ethnic and cultural studies or other fields related to the humanities and social sciences  <b>c)</b> A Master's degree from a recognized post-secondary institution with acceptable specialization in gender or sexuality studies, sociology, statistics, ethnic and cultural studies or other fields related to the humanities and social sciences  <b>d)</b> A PhD from a recognized post-secondary institution with acceptable specialization in gender or sexuality studies, sociology, statistics, ethnic and cultural studies or other fields related to the humanities and social sciences  <b>Proof of education</b> must be submitted with the Offer (a copy of the diploma or certificate).  <b>OR</b>  The Offer must demonstrate, <b>within the last five (5) years</b> of bid closing date, that each proposed consultant has <b>facilitated or completed</b> at a minimum three relevant course/training/workshop in selected areas from the following areas:  Gender and sexual diversity Indigenous people and communities Ethnic and cross-cultural issues Anti-racism Accessibility Disability issues Discrimination and systemic oppression Unconscious bias Gender equality Positive Space Gender-based violence Diversity and Inclusion Inclusive design Inclusive leadership		
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	<p>Inclusive system and organizations</p> <p>Inclusive communication</p> <p>Inclusive engagement</p> <p>Organizational cultural</p> <p>Behavioural change</p> <p>Mindfulness</p> <p>The Offer must include the following information to demonstrate compliance with course/training/workshop:</p> <p>1) The title of the course/training/workshop; a description of where, when and what was the learning objective of the course/training/workshop in a format not exceeding 15 lines per relevant course/training/workshop.</p> <p>OR</p> <p>2) The contract period for which the training was facilitated; the title of the course/training/workshop; the learning objective (s), month and the year when the training was facilitated; the contract value and a detailed description on how the training activities were delivered.</p> <p>A description of where, when and what was the learning objective of the course/training/workshop facilitated or completed must be provided (maximum 10 lines per relevant training.)</p> <p><b>Proof of training must be submitted with the Offer (copies of Diplomas, Certificates, etc.).</b></p>		
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### Point Rated Technical Criteria (RT)

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in the tables inserted below.

- A consultant who fails to obtain the required minimum number of points for RTA1, RTA2 and RTA3 specified will be declared non-responsive.
- The Offer which meets minimum points required for the Point Rated Technical Criteria: RTA1, RTA2 and RTA3 will be found responsive and the specific rated criterion will determine the level of expertise per stream.
- All the point rated technical Criteria will be evaluated and scored as specified below.

**Experience Levels** will be determined based on the points allotted in the point rated technical criteria. The breakdown of points to determine each consultants' experience level is as follows:

- **Senior-level Consultant contract:** 100 -120 points
- **Intermediate-level Consultant contract:** 70 – 90 points
- **Junior Consultant contract:** 40 - 60 points

### Point Rated Technical Criteria for ALL streams (RTA)

Consultant must clearly demonstrate in their projects submitted in MTA1 how they meet the technical criteria listed below: Did not demonstrate this experience– 0 points One example demonstrated of this experience – 10 points Two examples demonstrated of this experience – 20 points Three examples of this experience – 30 points		
RELEVANT EXPERIENCE	MAXIMUM RATED POINTS	SCORE
<b>RTA1</b> - The Offer should clearly demonstrate that each proposed consultant has acquired experience, <b>within the last five (5) years, as of bid closing date</b> , in preparing and delivering presentations, reports, oral or written briefing or providing technical advice and/or recommendations on organizational, socio-economic and sectoral issues related to the Canadian economy and society.	30	
<b>RTA2</b> – The Offer should clearly demonstrate that each proposed consultant has acquired experience, <b>within the last five (5) years, as of bid closing date</b> , in conducting research using intersectional analysis and/or evidence-based research and analysis, which may also include developing or applying methodologies and frameworks related to applied social science.  This will be assessed from the project(s) submitted in MTA1.	30	

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<b>RTA3</b> – The Offer should clearly demonstrate that each proposed consultant has acquired experience, <b>within the last five (5) years, as of bid closing date</b> , in establishing effective working relationships with officials of government (federal, provincial or municipal) and other partners or stakeholders and/or in participating in working groups or collaborating with clients or stakeholders.  This will be assessed by calling reference(s) submitted in MTA1.	30	
<b>RTA4</b> – The Offer should clearly demonstrate that each proposed consultant has acquired experience, <b>within the last five (5) years, as of bid closing date</b> , in the development or the implementation of Gender-based Analysis Plus (GBA+), anti-racism, disability, anti-discrimination, diversity and/or inclusion strategies, targeted towards populations or groups living in vulnerable circumstances.		
<b>Overall maximum points for all three rated technical criteria (RTA1, RTA2, RTA3): Maximum points</b>	120	
<b>Minimum points required for the proposed consultant's Offer to be considered responsive: 40</b>		

#### Point-Rated Technical Criteria for EACH Stream (RTS)

**Specific Point Rated Technical Criteria** please note the following criteria is in addition to the point-rated criteria above, and will only be used to assess a consultants competency in the highlighted areas (streams).

#### Stream 1 - Research & Analysis

<b>Consultant must clearly demonstrate in their projects submitted in MTA1 how they meet the technical criteria listed below:</b>		
Did not demonstrate this experience– 0 points One example demonstrated of this experience – 10 points Two examples demonstrated of this experience – 20 points Three examples of this experience – 30 points		
<b>Description:</b> In order to provide consultancy services related the Research and Analysis, the Offer should meet the Point Rated Technical Criteria specified below:	<b>MAXIMUM RATED POINTS</b>	<b>SCORE</b>
<b>RTS1</b> <b>RELEVANT EXPERIENCE:</b> The Offer should clearly demonstrate that each proposed consultant acquired experience, <b>within the last ten (10) years, as of bid closing date</b> , in intersectional analysis/research and/or design thinking practices including developing or applying relevant methodologies and frameworks and integrating intersectionality and/or co-creation approaches in quantitative or qualitative research.	30	
<b>Overall maximum points for the Point Rated Technical Criteria (RTS1)</b>	30	
<b>Minimum points required for the proposed consultant to be considered responsive: 10</b>		
<b>Overall maximum points for all four rated technical criteria (RTA1, RTA2, RTA3 and RTS1):</b>	120	
<b>Minimum points required for the Offer to be considered responsive for Stream 1 :</b>	40	

**Stream 2 - Policy Development and Implementation**

Consultant must clearly demonstrate in their projects submitted in MTA1 how they meet the technical criteria listed below: Did not demonstrate this experience– 0 points One example demonstrated of this experience – 10 points Two examples demonstrated of this experience – 20 points Three examples of this experience – 30 points			
	Description	MAXIMUM RATED POINTS	SCORE
RTS2	In order to provide consultancy services related the Policy Development and Implementation stream, the Offer should meet the point rated technical criteria specified below. <b>RELEVANT EXPERIENCE:</b> The Offer should clearly demonstrate that each proposed consultant acquired experience, <b>within the last ten (10) years, as of bid closing date</b> , in developing or implementing policies.	30	
<b>Overall maximum points for the Point Rated Technical Criteria (RTS2)</b>			
<b>Minimum points required for the proposed consultant to be considered responsive: 10</b>		30	
<b>Overall maximum points for all four rated technical criteria (RTA1, RTA2, RTA3 and RTS2):</b>		120	
<b>Minimum points required for the Offer to be considered responsive for Stream 2:</b>		40	

**Stream 3 - Program and Project Management**

Consultant must clearly demonstrate in their projects submitted in MTA1 how they meet the technical criteria listed below: Did not demonstrate this experience– 0 points One example demonstrated of this experience – 10 points Two examples demonstrated of this experience – 20 points Three examples of this experience – 30 points			
	Description	MAXIMUM RATED POINTS	SCORE
RTS3	In order to provide consultancy services related the Program and Project Management stream, the Offer should meet the Point Rated Technical Criteria specified below. <b>RELEVANT EXPERIENCE:</b> The Offer should clearly demonstrate that each proposed consultant acquired experience, <b>within the last ten (10) years, as of bid closing date</b> , in participating in or managing programs or projects or in delivering services to the public.	30	
<b>Overall maximum points for the Point Rated Technical Criteria (RTS3)</b>			
<b>Minimum points required for the proposed consultant to be considered responsive: 10</b>		30	
<b>Overall maximum points for all four rated technical criteria (RTA1, RTA2, RTA3 and RTS3):</b>		120	
<b>Minimum points required for the Offer to be considered responsive for Stream 3:</b>		40	

**Stream 4 - Training, Tools and Facilitation**

Consultant must clearly demonstrate in their projects submitted in MTA1 how they meet the technical criteria listed below:		
Did not demonstrate this experience– 0 points One example demonstrated of this experience – 10 points Two examples demonstrated of this experience – 20 points Three examples of this experience – 30 points		
Description	MAXIMUM RATED POINTS	SCORE
In order to provide consultancy services related the Training, Tools and Facilitation stream, the Offer should meet the Point Rated Technical Criteria specified below.		
<b>RTS4</b> <b>RELEVANT EXPERIENCE:</b> The Offer should clearly demonstrate that each proposed consultant acquired experience, <b>within the last ten (10) years, as of bid closing date</b> , in creating and delivering training and capacity in building activities.	30	
<b>Overall maximum points for the Point Rated Technical Criteria (RTS4)</b>	30	
<b>Minimum points required for the proposed consultant to be considered responsive: 10</b>		
<b>Overall maximum points for all four rated technical criteria (RTA1, RTA2, RTA3 and RTS4):</b>	120	
<b>Minimum points required for the Offer to be considered responsive for Stream 4:</b>	40	

**Stream 5 - Evaluation and Monitoring**

Consultant must clearly demonstrate in their projects submitted in MTA1 how they meet the technical criteria listed below:		
Did not demonstrate this experience– 0 points One example demonstrated of this experience – 10 points Two examples demonstrated of this experience – 20 points Three examples of this experience – 30 points		
Description	MAXIMUM RATED POINTS	SCORE
In order to provide consultancy services related the Evaluation and Monitoring stream, the Offer should meet the Point Rated Technical Criteria specified below.		
<b>RTS5</b> <b>RELEVANT EXPERIENCE:</b> The Offer should clearly demonstrate that each proposed consultant acquired experience, <b>within the last ten (10) years, as of bid closing date</b> , in developing performance measurement frameworks and/or in evaluating or delivering socio-economic development policies or programs and/or in using specialized evaluation techniques, both qualitative and quantitative.	30	
<b>Overall maximum points for the Point Rated Technical Criteria (RTS5)</b>	30	
<b>Minimum points required for the proposed consultant to be considered responsive: 10</b>		
<b>Overall maximum points for all four rated technical criteria (RTA1, RTA2, RTA3 and RTS5):</b>	120	
<b>Minimum points required for the Offer to be considered responsive for Stream 5:</b>	40	



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## ANNEX C

### VOLUNTARY SELF-IDENTIFICATION FORM

#### Voluntary Self-Identification Form

The Government of Canada has made diversity and inclusion a top priority. The Government believes that advancing diversity and inclusion will make Canada more productive and innovative, and will strengthen the quality of public policy, research, analysis, programs and services.

To ensure that a Standing Offer for GBA+ consultation services provides equitable opportunities for all talented people and effectively supports equity, diversity, and inclusion (EDI), WAGE is proposing to collect personal data information on individuals selected through the GBA+ Consultancy Services Standing Offer. This will provide information on the diversity of the consultants to help identify and remove barriers, as well as design new measures to achieve greater EDI in the GBA+ Consultancy Services Standing Offer.

**Your response to the self-identification questions is voluntary. Your answers will not be used for selection purposes or to assess merit. The information provided will be held in strict confidentiality and will be used only for statistical purposes, in ways that will not reveal who you are. The results will be reported in aggregate form with the purpose of informing diversity and inclusion considerations (i.e. ensuring the supply arrangement reaches a diverse group of people) in future GBA+ Consultation Services Supply Arrangement.**

By self-identifying you are consenting that your information may be used in reports, analysis and studies intended to help the Public Service analyze information on applicants who belong to EE groups, to measure the success rate of EE groups through the supply arrangement process and monitor and report on the number of EE applicants (successful and unsuccessful).

#### Privacy Notice Statement

The collection, use and disclosure of personal information is in accordance with the federal *Privacy Act* (PA).

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## Self-Identification Choices

Note the following points:

- You may self-identify as belonging to multiple identity categories
- You may self-identify as belonging to both the Indigenous Peoples group and the visible minorities group if you are of mixed ancestry such as having a parent who is Indigenous and a parent who belongs to a visible minority group.

1. **Gender:** Do you identify as:

Female  
Male  
Non-binary

2. **Indigenous Peoples:** An Indigenous person is a North American Indian or a member of a First Nation, Métis, or Inuit. North American Indians or members of a First Nation include status, treaty or registered Indians, as well as non-status and non-registered Indians.

**Are you an Indigenous person?**

Yes  
No

3. **Visible Minority:** A person in a visible minority group in Canada is someone who is non-Caucasian or non-white, regardless of place of birth.

**Are you a member of a visible minority group?**

Yes  
No

4. **Person with a disability:** A person with a disability has a long-term or recurring physical, mental, sensory, psychiatric or learning impairment, and

1. considers themselves to be disadvantaged in employment by reason of that impairment, and/or,
2. believes that they may be considered disadvantaged in employment by reason of that impairment.

This includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.

**Are you a person with a disability?**

Yes  
No

5. **Canadian Region:** In which province or territory do you currently work?

Alberta  
British Columbia  
Manitoba  
New Brunswick  
Newfoundland and Labrador  
Northwest Territories  
Nova Scotia

Nunavut  
Ontario  
Prince Edward Island  
Quebec  
Saskatchewan  
Yukon