

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

**GSIN: D302A INFORMATICS PROFESSIONAL SERVICES**

<b>Reference Number:</b>	PW-21-00946201	<b>Solicitation Number:</b>	FJA-2021-001
<b>Organization Name:</b>	<b>Office of the Commissioner for Federal Judicial Affairs Canada (FJA)</b>		
<b>Solicitation Date:</b>	2021-02-11	<b>Closing Date:</b>	2021-03-04, 5:00 PM EST
<b>Anticipated Start Date:</b>	2021-04-01		
<b>Estimated Delivery Date:</b>	N/A	<b>Estimate Level of Effort:</b>	Up to 54 days/year
<b>Contract Duration:</b>	From date of contract until March 31, 2022, plus two (2) one-year irrevocable options allowing Canada to extend the term of the contract		
<b>Solicitation Method:</b>	Competitive	<b>Applicable Trade Agreements:</b>	See Notice
<b>Comprehensive Land Claim Agreement Applies:</b>	No	<b>Number of Contracts:</b>	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):

- **I.11 – Technology Architect – Level 3**

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

- 7792395 Canada Inc.
- Acumen Solutions Consulting Canada Inc.
- Adirondack Information Management Inc., Amita Corporation, Artemp Personnel Services Inc., The AIM Group Inc.,in JOINT VENTURE
- ADIRONDACK INFORMATION MANAGEMENT INC., Valcom Consulting Group Inc., FlexEDGE Consulting Inc., IN JOINT VENTURE
- Alika Internet Technologies Inc.
- BP & M Government IM & IT Consulting Inc
- Calian Ltd
- Coradix technology Consulting Ltd.
- Knowledge Providers Inc.
- Messa Computing Inc.
- Modis Canada Inc.
- Robina and Biban Associates Inc.
- S.I. SYSTEMS ULC
- Veritaaq Technology House Inc
- Yoush Inc.

## **Description of Work:**

The Office of the Commissioner for Federal Judicial Affairs Canada (FJA) has a requirement for a part-time Technology Architect – Level 3 to help support FJA’s IM program and recent implementation of GCDOCS. The consultant must have in-depth knowledge and experience installing, configuring, upgrading and supporting GCDOCS in a non-Shared Services Canada environment. The Contractor’s provided resource is to perform the following tasks and activities:

- Assist in the maintenance of FJA’s GCDOCS implementation, as needed, including all technical components (including the OTDS server), evaluate, and apply patches and upgrades on an on-going basis.
- Assist in the maintenance of up-to-date documentation, as needed, on all GCDOCS-related configuration items; develop build books and reference guides, and other supporting documentation.
- Under the guidance and direction of the Manager, IT Applications, liaise and collaborate with OpenText, Public Works, and other stakeholders to gather and communicate information and requirements and to identify potential issues, enhancements, and strategies related to GCDOCS.
- Provide regular status update as needed to the Director of IM/IT or designate of on-going activities.
- Provide hands-on training/coaching/mentoring, as needed, to Office users of GCDOCS.

**Security Requirement:** Common PS SRCL #19 applies

**Minimum Corporate Security Required:** Secret

**Minimum Resource Security Required:** Secret

## **Contract Authority**

**Name:** Daniel Morin  
**Phone Number:** 613-947-6339  
**Email Address:** FJA.Admin@fja-cmf.gc.ca

## **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**