

NOTICE OF PROPOSED PROCUREMENT (NPP)

For

TASK BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

GSIN: D302A Informatics Professional Services

| | | | |
|--|---|-------------------------------------|--|
| Reference Number: | IC198491 | Solicitation Number: | IC198491 |
| Organization Name: | Innovation, Science and Economic Development Canada (ISED) | | |
| Solicitation Date: | 2021-03-03 | Closing Date: | 2021-03-17 14:00 Eastern Daylight Time (EDT) |
| Anticipated Start Date: | 2021-05-01 | | |
| Estimated Delivery Date: | N/A | Estimate Level of Effort: | 240 days / year |
| Contract Duration: | The initial contract period will be from date of contract award and end on April 30, 2022, with four (4) irrevocable options to extend it for one (1) year periods. | | |
| Solicitation Method: | Competitive | Applicable Trade Agreements: | WTO-AGP, CFTA, CPTPP, CETA, Canada-Chile, Canada-Colombia, Canada-Panama, Canada-Peru, Canada-Honduras, Canada-Korea, Canada-Ukraine |
| Comprehensive Land Claim Agreement Applies: | No | Number of Contracts: | 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:

One (1) Business Analyst - Level 3

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

1. 7792395 Canada Inc. o/a LRO Staffing
2. Acosys Consulting Services Inc.
3. ADGA Group Consultants Inc.
4. Beyond Technologies Consulting Inc.
5. Cofomo Ottawa
6. Confluence Consulting Inc. in Joint Venture with Corporate Renaissance Group Inc.
7. Donna Cona Inc.
8. eVision Inc., SoftSim Technologies Inc. in Joint Venture
9. Gelder, Gingras & Associates Inc.
10. IBISKA Telecom Inc.
11. Leverage Technology Resources Inc.
12. Lumina IT inc.
13. NavPoint Consulting Group Inc.
14. Procom Consultants Group Ltd.
15. TEKSYSTEMS Canada Corp.
16. The AIM Group Inc.
17. The Source Staffing Solutions Inc.

Description of Work:

ISED has a requirement for the services of Senior Business Analysts who will serve as client facing resources for Digital Transformation Service Sector (DTSS) Chief Information Office (CIO) and Digital Design Branch (DDB) to work on IT projects and initiatives for ISED's business clients. Working in conjunction with the ISED client, the Project Manager and the development team, the Senior Business Analysts connect the clients' business need with an IT solution.

The Senior Business Analyst tasks and activities will include but not be limited to the following:

- Organize and lead workshops to gather user requirements;
 - Prioritize business requirements and develop traceability matrices;
 - Analyze and validate business requirements; double-check wording
 - Analyze and document as-is (current state) and to-be (future state) business processes;
 - Perform gap analysis;
 - Develop business process models;
 - Re-design/enhance core business processes;
 - Development of business and project management documentation such as:
 - Project charter
 - Mission/vision statement
 - Business proposal
 - Business case
 - Business Requirements Document (BRD)
 - Business process design documentation
 - Functional specifications
 - Non-functional specifications
 - Use case documentation
 - Requirements traceability matrix
 - User documentation
 - Training documentation
 - Perform function fit analysis in the evaluation of software (both Commercial off-the-shelf and Software-as-a-Service);
 - Assess and recommend implementation alternatives to multi stakeholder groups including development teams and business clients through the creation of artefacts such as an options analysis;
 - Solution assessment and validation to ensure that the proposed IT solution solves the clients' business problem;
 - Develop and deliver reports, management presentations and status updates; and
 - Other tasks and deliverables as required.
- Bidders must submit a bid for all resource categories
- The work is currently being performed by IBISKA Telecom Inc.

Security Requirement: PWGSCS FILE # Common PS SRCL#4 applies

Minimum Corporate Security Required: DOS – Secret

Minimum Resource Security Required: Secret

Contract Authority

Name: Rachel Bélanger
Telephone Number: 343.548.7827
Email Address: rachel.belanger@canada.ca

Inquiries

Inquiries regarding this RFP requirement must be submitted in writing 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 "BUYANDELL.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 PARCNMDAI.APNCRIMOS@tpsgc-pwgsc.gc.ca