

NOTICE OF PROPOSED PROCUREMENT (NPP)

This bid solicitation is being issued to fulfill the requirement of the Courts Administration Service (hereinafter referred to as "CAS" or Canada) for the services of transcription, court reporting and court registrar-technician services for the Province of British Columbia for proceedings of the Federal Court of Appeal, the Federal Court, the Court Martial Appeal Court of Canada and the Tax Court of Canada (the Courts) on an "as and when requested basis".

It is intended to result in the award of one (1) contract from contract award to May 31, 2022, plus three (3) one (1) year irrevocable options allowing Canada to extend the term of the contract.

Evaluation Process and Selection Methodology: A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

Intellectual Property: CAS has determined that any intellectual property (IP) rights arising from the performance of the Work under the resulting contract will belong to Canada, for the following reasons, as set out in the *Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts*: "5. Where the Foreground IP consists of material subject to copyright, with the exception of computer software and all documentation pertaining to that software."

(URL: [Appendix A – Exceptions to Contractor Ownership and Treasury Board Exemption](#))

This requirement is not subject to the provisions of:

- a) **World Trade Organization Agreement on Government Procurement (WTO-AGP):**
Court Reporting and Transcription services not included in Annex 5 - Services
- b) **Canada-European Union Comprehensive Economic and Trade Agreement (CETA):**
Court Reporting and Transcription services not included in Annex 19.5 - Services
- c) **Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP):**
Court Reporting and Transcription services not included in Annex 15-A, Section E
- d) **Canada - Chile Free Trade Agreement (CCFTA):**
Court Reporting (R104) and Transcription services (R116) excluded as per Section B, Part 1, Annex Kbis-01.1-1 and Annex Kbis-01.1-2
- e) **Canada - Colombia Free Trade Agreement:**
Court Reporting (R104) and Transcription services (R116) excluded as per Annex 1401-4, Section B, Part 1
- f) **Canada - Honduras Free Trade Agreement:**
Court Reporting (R104) and Transcription services (R116) excluded as per Annex 17.4, Section B, Part 1
- g) **Canada - Korea Free Trade Agreement:**
Court Reporting and Transcription services not included in Annex 14-C
- h) **Canada - Panama Free Trade Agreement:**
Court Reporting (R104) and Transcription services (R116) excluded as per Annex 5, Section B, Part 1
- i) **Canada-Peru Free Trade Agreement (CPFTA):**
Court Reporting (R104) and Transcription services (R116) excluded as per Annex 1401.1-4, Part 1
- j) **Canada - Ukraine Free Trade Agreement (CUFTA):**
Court Reporting and Transcription services not included in Annex 10-4

but is subject to the **Canadian Free Trade Agreement (CFTA)**.

There are security requirements associated with this requirement. For additional information, consult Part 6 - Security Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.