

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

**GSIN: D302A Informatics Professional Services**

<b>Reference Number:</b>	IC199382	<b>Solicitation Number:</b>	IC199382
<b>Organization Name:</b>	Innovation, Science and Economic Development Canada (ISED)		
<b>Solicitation Date:</b>	2021-04-29	<b>Closing Date:</b>	2021-05-13 14:00 Eastern Daylight Time EDT
<b>Anticipated Start Date:</b>	2021-06-01		
<b>Estimated Delivery Date:</b>	N/A	<b>Estimate Level of Effort:</b>	240 days / year
<b>Contract Duration:</b>	The initial contract period will be from date of contract award and end on May 31, 2022, with four (4) irrevocable options to extend it for one (1) year periods.		
<b>Solicitation Method:</b>	Competitive	<b>Applicable Trade Agreement:</b>	Set Aside Program for Aboriginal Business (SPAB)
<b>Comprehensive Land Claim Agreement Applies:</b>	No	<b>Number of Contracts:</b>	1

## **Requirement Details**

This requirement is set aside for Aboriginal suppliers in accordance with the Procurement Strategy for Aboriginal Business.

The bidder must certify in its bid that it is an Aboriginal business or an eligible joint venture as defined within the Procurement Strategy for Aboriginal Business.

**Tendering Procedure:** Selective Tendering – Aboriginal Suppliers Only

This requirement is open only to those Aboriginal TBIPS Supply Arrangement Holders who qualified under Tier 1 for services in the National Capital Region for the following category:

Two (2) Business Consultants - Level 3

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

1. Acosys Consulting Services Inc.
2. ACOSYS CONSULTING SERVICES INC./ SERVICES CONSEILS ACOSYS INC., PRICEWATERHOUSECOOPERS LLP, IN JOINT VENTURE
3. ADRM Technology Consulting Group Corp.
4. Advanced Chippewa Technologies Inc.
5. Alika Internet Technologies Inc.
6. Dalian Enterprises and Coradix Technology Consulting, in Joint Venture
7. Donna Cona Inc.
8. IPSS INC.
9. MAKWA Resourcing Inc.
10. Maplestream Inc., Cofomo Ottawa Inc., in Joint Venture
11. Maverin Inc.

12. NATTIQ INC.
13. NATTIQ INC., ADGA GROUP CONSULTANTS INC., IN JOINT VENTURE
14. OLAV CONSULTING CORP., MOSHWA ABORIGINAL INFORMATION TECHNOLOGY CORPORATION, IN JOINT VENTURE
15. SEASI Consulting Inc.
16. Symbiotic Group Inc.
17. Transpolar Technology Corporation and The Halifax Computer Consulting Group In Joint Venture
18. Turtle Island Staffing Inc.

**Description of Work:**

Innovation, Science and Economic Development Canada has a requirement for two (2) Senior Business Consultants to lead and assist the team in multiple procurement initiatives. The Business Consultants will be required to assist the Branch's DTSS management team(s) in converting IM/IT and related business resource requirements into multiple Government of Canada supply arrangement requests for proposals along with providing business consulting expertise on various DTSS initiatives.

These Senior Business Consultants will be responsible but not be limited to the following tasks and services:

- Analyze project/initiative(s) and determine resource requirements;
  - Meet with DTSS stakeholders to elicit and validate their IM/IT Request for Proposal (RFP) requirements;
  - Develop IM/IT, business and technical specifications related to the development of the RFPs;
  - Prepare and draft RFP documentation including the Statements of Work, Mandatory and Point-Rated evaluation criteria, and pricing tables for Task Based Informatics Professional Service (TBIPS), Solution Based Informatics Professional Services (SBIPS), Temporary Help Services (THS), Task and Solution Professional Services (TSPS) Professional Services (PS-Online) supply arrangements (SA's) and Advanced Contract Award Notices (ACAN);
  - Develop client review documentation for sign-off;
  - Prepare RFP documents for submission to DTSS Contracting;
  - Prepare sole source requests for submission to DTSS Contracting;
  - Work with DTSS Contracting procurement officers on matters related to tendering and contracting;
  - As a result of the bid tendering process, respond to any bidder questions and draft answers (Q&A's) for the responsible procurement officer;
  - Lead and/or participate in technical bid evaluations;
  - Prepare bid validation interview forms in collaboration with the technical/project authorities;
  - Participate in the bid validation interview process as required;
  - Lead the development of the technical bid evaluation consensus forms;
  - Prepare and submit technical bid evaluation results/documentation to the relevant procurement officer;
  - Coordinate and report to the technical/project authorities on contract issuance details;
  - Assist management in the development of standard operating procedures;
  - Assist management in the development of procurement strategies;
  - Assist management in the development and/or update of tracking reports, management presentations, briefing notes and status reports;
  - Conduct other related procurement and resourcing activities to support DTSS; and
  - Provide status/activity reporting as required.
- Bidders must submit a bid for all resource categories
  - The work is currently being performed by Alike Internet Technologies 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](mailto:PARCNMDAI.APNCRIMOS@tpsgc-pwgsc.gc.ca)**