Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

ANNEX G

BID EVALUATION CRITERIA

GENERAL

Purpose

This document outlines the bid evaluation process of the *National Integrated Compliance & Enforcement Management System*

Instructions

Bidders must be assessed in accordance with the following instructions and criteria as detailed within this document. The following instructions shall apply to the bidder evaluation:

a) Mandatory requirements are identified by the word "must". All mandatory requirements must be met in order to meet compliance with the requirements;

b) Bid submissions must address all criteria identified in Annex G with complete supporting detail. Insufficient information to substantiate compliance or a nil response may result in the rejection of a response and may result in the bid submission rated as non-compliant. Bidders must provide a complete technical and functional specification proposal that must describe in detail how they meet the following mandatory criteria. Bidder must provide a reference to the proposal page number for each mandatory requirement.

c) References to other websites are not acceptable to meet this requirement. Canada will evaluate only the documentation provided with a Bidder's bid. Canada will not evaluate information such as references to websites where additional information can be found, or technical manuals or brochures not submitted with the bid. Relevant website references may be printed and included in proposal to support technical compliance.

d) Bid submissions should provide documentation, such as any videos, brochures, pamphlets, and or test results, with full explanation and background testing certification, if applicable, in order to show that every aspect of the proposed solution is compliant.

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N°VME**
HT372-192532	HT372-192532/001/XL	

1.1 STAGE 1: EVALUATION OF BIDDER'S PROPOSAL

1.2 Mandatory Criteria

The bid must meet all the mandatory criteria specified below. Bids that fail to meet all the mandatory technical criteria will be declared non-responsive.

Each mandatory technical criterion should be addressed separately.

For Requirements MC-2 to MC-34, in addition to demonstrating the requirement with written documentation, include any videos, wireframes, or screenshots as part of the bid.

MC No.	Requirement Description	Compliant		Reference
		Yes	**No**	
Background				
MC-1.	**Experience** The Bidder must describe their company's experience in the implementation of compliance and enforcement solutions. The Bidder must demonstrate this experience by describing 3 projects in the last 10 years similar in size and scope to Appendix A – Statement of Work, including: a. Client name; b. Project name; c. Project timeline (start and end dates); d. Project manager; e. The breadth of the solution implemented; and f. Whether the project was completed on schedule and/or within the budget			
General				

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N°VME
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	No	
MC-2.	**Managed and Hosted Solution** The Bidder must provide a detailed description of how their proposed managed web Solution will be hosted on a Shared Services Canada (SSC) certified 3rd party Protected B cloud platform within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5 of the Statement of Work (SOW) Deliverable #37, at no additional cost to Canada.			
MC-3.	**Compliance & Enforcement** The Bidder must demonstrate how their proposed Solution has the functionality to include and support compliance and enforcement (C&E) business processes, that is, a series of actions that involve planning and documenting inspections and investigations and their compliance outcomes, including enforcement actions.			
MC-4.	**Secure External Data Submission** The Bidder must provide a detailed description of how their proposed Solution will have the functionality to capture and process electronic data submission of structured data via the following methods: a. Guided form-based submission via a portal b. Application Programming Interface (API)-based electronic data submission within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5, of the Statement of Work (SOW), Deliverable #5, at no additional cost to Canada.			
MC-5.	**Single Sign On**			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	No	
	The Bidder must provide a detailed description of how the Solution will have the functionality for the User to log in through single sign-on (SSO) within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5 of the Statement of Work (SOW), Deliverable #25, at no additional cost to Canada..			
MC-6.	**Workflow Implementation** The Bidder must demonstrate how their proposed Solution has the functionality to be configured for specified business process workflows.			
MC-7.	**Documentation of Work** The Bidder must demonstrate how their proposed Solution has the functionality for the User to document all work performed in connection with a business process workflow.			
MC-8.	**Workflow – Move to Next Step** The Bidder must demonstrate how their proposed Solution has the functionality to move the User to the next step in the business process workflow upon completion of a step in the workflow. For example, the User must be moved to the "Execution Phase" when the "Planning Phase" of the workflow is completed.			
MC-9.	**Configuration and Application Administration: Solution Parameters** The Bidder must demonstrate how its proposed Solution has the functionality for the User to configure and manage Solution parameter values.			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N°VME**
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	**No**	
	For example: a. Content of data validation and pick-list tables; b. User account and User profile information; c. Notification and alerts.			
MC-10.	**User Management: User Account Administration: User Profile - create, update, view** The Bidder must demonstrate how their proposed Solution has the functionality for the User to perform User account administration tasks. For example: a. Create or update a User profile; b. Create User roles and assign privileges to each role; c. Assign rights and roles to a User profile; d. Inactivate User profiles; e. View the field values for a User profile; f. Assign a User to a User group.			
MC-11.	**Business Rules** The Bidder must provide a detailed description of how their proposed Solution will have the functionality to configure business rules within the time frames specified in the Full Solution			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	No	
	Deliverable Schedule found in Section 3.5, of the Statement of Work (SOW), Deliverables #5 & #25 at no additional cost to Canada.			
MC-12.	**Immediate Effect of Solution Changes** The Bidder must demonstrate how their proposed Solution has the functionality to ensure any changes to the Solution take immediate effect.			
MC-13.	**Email Notification** The Bidder must demonstrate how their proposed Solution has the functionality to generate and send emails based upon events and triggers. For example, when an industry report is successfully submitted it triggers an email confirmation to be sent to the submitter with the submission confirmation ID.			
MC-14.	**Print** The Bidder must demonstrate how their proposed Solution has the functionality for the User to print. For example: a. Forms; b. Reports; c. Search results.			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	No	
Work Plan/Work Load				
MC-15.	**Workload Overview** The Bidder must demonstrate how their proposed Solution has the functionality to provide a Workload Overview (dashboard) displaying all work currently assigned to the User. For example, activities the User has been assigned.			
Accessibility				
MC-16.	**Web Content Accessibility Guidelines (WCAG) Conformance** The Bidder must provide a detailed description of how their proposed Solution will have the functionality to conform to WCAG 2.0 AA within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5 of the Statement of Work (SOW), Deliverable #28.			
User Interface and Usability				
MC-17.	**Bilingual Interface (English and French)** The Bidder must provide a detailed description of how their proposed Solution will have the functionality to provide the Graphical User Interface (GUI) in each of Canada's official languages (French and English) in accordance with Government of Canada Policy on Official Languages, and within the time frames specified in Section 3.5 Full Solution Deliverable Schedule, Deliverable #28 found in the Statement of Work (SOW).			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	**No**	
	This means Users selecting French as their language preference will not see anything in English in the solution's GUI, except for User-generated content. For example: a. Help files; b. Tutorials; c. Error messages. Refer to Sections 5 and 6 of the Treasury Board Secretariat Policy on Official Languages https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=26160&section=html			
MC-18.	**Mandatory Fields: Indication, Validation, Alert** The Bidder must demonstrate how their proposed Solution has the functionality to control mandatory fields in the following way: a. Visually indicate to the User mandatory fields in a consistent manner on all data input screens. b. Visually indicate to the User invalid data upon entry, for example, non-numeric characters in a numeric field. c. Alert the User of any of the following when the User attempts to confirm completion of a data entry step (for example, submitting an industry report via the guided form-based submission process): i. Any field value requiring validation that has not passed data validation; ii. Any mandatory field missing a value; d. Navigate the User directly to the first instance of any of the following: i. Invalid data in a field; ii. Missing mandatory data; e. Permit the User to complete or correct the input for all fields.			

MC No.	Requirement Description	Compliant		Reference
		Yes	No	
	f. Permit the User to repeat the confirmation of completing the data entry. g. Set validated and confirmed fields to read-only			
MC-19.	**Conditionally Mandatory Fields** The Bidder must demonstrate how their proposed Solution has the functionality to configure. conditionally mandatory fields.			
MC-20.	**Read-only Fields** The Bidder must demonstrate how their proposed Solution has the functionality to visually indicate read-only fields. For example: a. Grey out; b. Prevent data input.			
MC-21.	**Calculated and Derived Data Values** The Bidder must demonstrate how their proposed Solution has the functionality to calculate, derive, and display values based on User-entered and Solution-stored information. Upon entry of the field values, the Solution must generate calculated and derived values and update the User Interface with the values in real-time. For example: a. The User enters data into numeric fields A and B. The Solution displays the sum in a third calculated numeric field C.			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N°VME**
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	**No**	
	b. The User enters data into four numeric fields. The Solution displays the standard deviation value in a fifth, calculated numeric field. c. The User enters data into two text fields A and B. The Solution uses logic on the text values of fields A and B to derive and display the text value in field C.			
MC-22.	**Time Format** The Bidder must demonstrate how their proposed Solution has the functionality to store all times in Coordinated Universal Time (UTC) with offset for the User's time zone.			
Search				
MC-23.	**Search** The Bidder must demonstrate how their proposed Solution has the functionality for the User to search on any record type stored in the Solution.			
Establishments				
MC-24.	**Create and Update Establishment Profiles** The Bidder must demonstrate how their proposed Solution has the functionality for the User to: a. Create a new establishment profile record. b. Update an existing establishment profile record.			
MC-25.	**Address Validation – Establishment address and postal code**			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	**No**	
	The Bidder must provide a detailed description of how their proposed Solution will provide the following functionality within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5 of the Statement of Work (SOW), Deliverable #26: a. Validate an establishment's address (physical, mailing) using a regularly updated address validation service (for example, Canada Post AddressComplete service). b. List the address validation results and problems with the address, when the address validation service determines the address is not valid, such as "postal code does not match street address/city."			
Activities				
MC-26.	**Create and Update Activities** The Bidder must demonstrate how their proposed Solution has the functionality for the User to: a. Create a new activity record associated with an existing establishment. b. Update and save an existing activity record.			
Business Intelligence and Data Analytics Specifications				
MC-27.	**Real-Time Solution Data Access** The Bidder must provide a detailed description of how their proposed Solution will have the functionality to provide direct access to the real-time Solution data for business intelligence and analytics purposes via either of the following methods within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5 of the Statement of Work (SOW), Deliverable #29: a. A business intelligence tool as part of the Solution;			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N°VME**
HT372-192532	HT372-192532/001/XL	

MC No.	Requirement Description	Compliant		Reference
		Yes	**No**	
	b. Integration with a business intelligence tool provided by Canada.			
MC-28.	**Extract, Transform, and Load (ETL)**			
	The Bidder must provide a detailed description of how their proposed Solution will have the functionality for the Solution data to be accessible by Extract, Transform, and Load (ETL) tools within the time in the Full Solution Deliverable Schedule found in Section 3.5 of the Statement of Work (SOW), Deliverable #29, at no additional cost to Canada.			
	For example, Informatica tool.			
Reporting				
MC-29.	**Pre-defined reports**			
	The Bidder must provide a detailed description of how their proposed Solution will have the functionality for the User to generate a pre-defined report based on User-selectable constraints to limit the number of report results, within the time frames specified in the Full Solution Deliverable Schedule, found in Section 3.5 of the Statement of Work (SOW), Deliverable #28.			
	For example, the User can select the following values to obtain a report of all establishments in Ottawa with a status value of "Active":			
	a. *Establishment Status* value of "Active" b. *Region* value of "East" c. *City* value of "Ottawa"			
MC-30.	**Ad-hoc Search**			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

	The Bidder must provide a detailed description of how their proposed Solution will have the functionality for the User to select ad-hoc search parameter values and view the results of an ad-hoc search once the search has completed its execution, within the time frames specified in the Full Solution Deliverable Schedule, found in Section 3.5 of the Statement of Work (SOW), Deliverable #28.			
Off-Line Capacity				
MC-31.	**Off-line Capacity** The Bidder must provide a detailed description of how their proposed Solution will have the functionality for the User to access and work with the Solution in an off-line capacity as described in the Full Solution Functional Requirements and within the time frames specified in the Full Solution Deliverable Schedule found in Section 3.5, of the Statement of Work (SOW), Deliverable #28.			
MC-32.	**Export data** The Bidder must demonstrate how their proposed Solution has the functionality for the User to export any Solution data, including: a. Results from a search; b. Workload (Dashboard) view. Export file formats must include one of the following: a. Txt; b. Csv; **c.** Pdf.			

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

1.3 Point Rated Technical Criteria

Bids will be evaluated and scored as specified in the table inserted below. Each point rated technical criterion should be addressed separately.

Subject to the Phased Bid Compliance process of the RFP, bids, which fail to obtain the overall minimum required score specified below, will be declared non-responsive, and will be given no further consideration in the evaluation process.

With the exception of Requirements PRC-1 TO PRC-3, in addition to demonstrating the requirement with written documentation, include any videos, wireframes, or screenshots as part of the bid.

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
Planning (max 52 points)				
PRC-1.	**Sample High Level Full Solution Project Schedule** The Bidder should provide a sample High Level Project Schedule for the delivery of a solution that includes: a. A Gantt chart including: i. Identification of Tasks ii. Sequence of Tasks iii. Task Dependencies iv. Task Durations v. Task Start and End Dates b. Scope of the work including: i. Scope Definition ii. Milestones iii. Deliverables	**Maximum 20 Points** **0 pts:** for a response not addressing the requirements and not providing clear strategies that is deemed by Canada not to meet the requirements of this project. **14 pts:** for a response satisfactorily addressing the requirements and providing some strategies that are deemed by Canada to satisfactorily meet the requirements of this project. **20 pts:** for a response fully addressing all the requirements and providing strategies that are deemed by Canada to fully meet the requirements of this project**.**		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	c. Process for managing the project schedule and supporting lower level schedules throughout all stages of the project lifecycle of the previously delivered solution.			
PRC-2.	**Sample High Level Full Solution Project Implementation Plan** The Bidder should: a. Demonstrate how it plans to manage the execution of the Full Solution if exercised and specifically addressing the measures, processes, and mechanism it proposes to undertake to manage and deliver the Full Solution. b. Provide an organization chart that identifies its project governance structure, its partnership with other suppliers, as applicable, to deliver the project. c. Demonstrate how it intends to manage the following components of the implementation of the project: 　i. Risk; 　ii. Schedule; 　iii. Quality; 　iv. Communications.	**Maximum 20 Points** **8 pts:** For each of requirement 1 and 2 up to a maximum of 16 points. **1 pt.:** For each component in requirement 3 up to a maximum of 4 points.		
PRC-3.	**Sample Plans** The Bidder should provide one of each of the following sample plans from any one of the 3 projects described in MC-1: a. Implementation Plan; b. Risk Management Plan; c. Change Management Plan.	**Maximum 12 Points** **4 pts** per item listed up to a maximum of 12 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
General Specifications (max 105 points)				
PRC-4.	**Secure External Data Submission** The Bidder should demonstrate how their proposed Solution has the functionality to capture and process electronic data submission of structured data via the following methods: a. Guided form-based submission via a portal; b. Application Programming Interface (API)-based electronic data submission	**Maximum 10 Points** **0 pts**: Not Demonstrated. **5 pts** per item listed up to a maximum of 10 points.		
PRC-5.	**Display of Context Specific Help** The Bidder should demonstrate how their proposed Solution has the functionality to display the context specific Help information in such a way that it will minimally affect the current work of the User. Please provide screen shots that demonstrate this. For example, in a: a. New window; b. Pop up; c. Tooltip.	**Maximum 10 Points** **0 pts**: Not Demonstrated. Disturbs current work and disrupts the User's ability to continue their work. **10 pts**: Demonstrated. Does not disturb current work and does not disrupt the User's ability to continue their work.		
PRC-6.	**Compliance & Enforcement Workflow Configuration** The Bidder should demonstrate how their proposed Solution has the functionality:	**Maximum 25 Points** **0 pts**: Not Demonstrated.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N°VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	a. To configure the existing compliance and enforcement workflow to meet a client's specific business needs.	**25 pts**: Demonstrated.		
PRC-7.	**Resume Last Workflow Step** The Bidder should demonstrate how their proposed Solution has the functionality for the User to resume updating the information at the last workflow step that was worked on previously, when returning to a business process workflow.	**Maximum 10 Points** **0 pts**: Not Demonstrated. The User is required to select the last open workflow step to resume editing. **10 pts**: Demonstrated. The User taken to the last open workflow step to resume editing.		
PRC-8.	**Preview Attached Files** The Bidder should demonstrate how their proposed Solution has the functionality to provide a preview pane for the User to view an attached file. For example: a. Image files (jpg, png etc.); b. Word files version 2003 or higher; c. Excel files version 2003 or higher; d. PDF files.	**Maximum 10 Points** **2 pts** for each file type listed up to a max of 8 points. **1 pt.** for each additional item up to a maximum of 2 points.		
PRC-9.	**References to External Document Management Systems** The Bidder should demonstrate how their proposed Solution has the functionality for the User to enter read-across linkages across multiple platforms. For example, GCDocs.	**Maximum 20 Points** **0 pts**: Does not meet the requirement. The solution cannot store hyperlinks to the external document management system as clickable links. **20 pts**: Demonstrated. The solution can store hyperlinks to the external document management system as clickable links.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
PRC-10.	**Recurring Email Notification Based on User Action** The Bidder should demonstrate how their proposed Solution has the functionality to resend the email notification that requires User action at a set notification frequency, if the User defers the notification action, until the User performs the required action.	**Maximum 10 Points** **0 pts**: Not Demonstrated. **10 pts**: Demonstrated.		
PRC-11.	**Notification Receipt** The Bidder should demonstrate how their proposed Solution has the functionality to document the date a notification is accessed when either of the following occurs: a. When the User views the notification in the notification area of the Solution. b. When the User accesses the link within the email notification.	**Maximum 10 Points** **5 pts** per item listed up to a maximum of 10 points.		
PRC-12.	**Electric Data Exchange Component - Session Persistence** The Bidder should demonstrate how their proposed Solution has the functionality to notify the User that the session is timing out while the User is completing information for submission.	**Maximum 20 Points** **0 pts**: Not Demonstrated. **20 pts: D**emonstrated.		
PRC-13.	**Saving Data** The Bidder should demonstrate how their proposed Solution has the functionality to provide the User with the following options when the User is entering data: a. To save data entered at any point in a workflow and continue the workflow.	**Maximum 10 Points** **0 pts**: Not Demonstrated. **5 pts**: One of functionalities is demonstrated. **10 pts:** All functionalities are demonstrated.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	b. To cancel an action that would result in the loss of any data entered but not yet saved.			
Work Plan/Work Load (max 40 points)				
PRC-14.	**Default Workload Overview Display (dashboard)** The Bidder should demonstrate how their proposed Solution has the functionality to provide up to date Workload Overview (dashboard) depending on the User's role. For example: a. Supervisor – see own work and that of their subordinates. b. Subordinate – see own work only.	**Maximum 20 Points** **0 pts:** Not demonstrated. **20 pts:** Demonstrated.		
PRC-15.	**Workload Overview Display** The Bidder should demonstrate how their proposed Solution has the functionality for the User to configure the Workload Overview Display (dashboard), to: a. Define and save their own custom Workload Overviews, for example, define the columns and sort order in a multi-column list view format (table/data grid) for all open inspections assigned to the User. b. Select their default custom Workload Overview(s) to display their workload. c. Launching activities to access and edit details from Workload Overview Display. d. Filter activities on attributes in the Workload Overview Display.	**Maximum 20 Points** **4 pts** per item listed up to a maximum of 20 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	e. Sort activities in the Workload Overview Display.			
Accessibility (max 20 points)				
PRC-16.	**Accessibility Criteria** The Bidder should specify at which level their proposed Solution currently conforms to the World Wide Web Consortium (W3C) WCAG guidelines Success Criteria.	**Maximum 20 points** **0 pts**: The Solution does not currently conform to WCAG 2.0 AA or higher. **10 pts**: The Solution currently conforms to WCAG 2.0 AA. **20 pts**: The Solution currently meets WCAG 2.1 AA.		
User Interface and Usability (max 213 points)				
PRC-17.	**Consistent Graphical User Interface** The Bidder should demonstrate how their proposed Solution has the functionality to provide a GUI with consistent look and feel to ensure high usability, which includes: a. Colors, shapes, layout, and typefaces; b. Consistent behaviour of dynamic elements such as buttons, boxes, and menus; c. Consistent labelling and field placement; d. Data entry format display, that is, indicates the required format in the label or placeholder text of the field that require specially formatted input (for example, for dates, times, postal codes); e. Keyboard-friendly input, for example, the User should be able to easily tab through the fields and make necessary edits, all without lifting their fingers off the keyboard;	**Maximum 30 Points** **3 pts** per item listed up to a maximum of 27 points. **1 pt.** for each additional item up to a maximum of 3 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	f. Workflow sequences; g. Field focus; h. Messages; i. Consistent navigation and orientation.			
PRC-18.	**Organization of Data Entry Elements** The Bidder should demonstrate how their proposed Solution has the functionality to provide the User with a logical organization of fields that share the same space. For example: a. Grouping related fields into field sets; b. Grouping related field sets into components; c. Grouping related components into a tabbed pane or card layout.	**Maximum 21 Points** **7 pts** per item listed up to a maximum of 21 points.		
PRC-19.	**Input control** The Bidder should demonstrate how their proposed Solution has the functionality to use input controls to ensure entry of valid data. For example: a. Pick list; b. Multi-select pick lists; c. Check boxes; d. Numeric stepper; e. Radio buttons; f. dropdown lists; g. List boxes;	**Maximum 25 Points** **2 pts** per item listed up to a maximum of 20 points. 1 pt. for each additional item up to a maximum of 5 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	h. Toggles; i. Date picker; j. Form data validation.			
PRC-20.	**Navigation Between Workflows and Workflow Steps** The Bidder should demonstrate how their proposed Solution has the functionality for the User to navigate (backwards and forwards) between screens without losing any data.	**Maximum 20 Points** **0 pts**: Not demonstrated. **20 pts**: Demonstrated.		
PRC-21.	**Dating Prevention** The Bidder should demonstrate how their proposed Solution indicate the following: a. Where setting the value of a date field to a date prior to the current system date is not permitted. b. Where setting the value of a date field to a date after the current system date is not permitted.	**Maximum 10 Points** **5 pts** per item listed up to a maximum of 10 points.		
PRC-22.	**Bilingual Solution** The Bidder should demonstrate how their proposed Solution is 100% bilingual in any two languages.	**Maximum 10 points** **0 pts**: Not Demonstrated. **5 pts:** Bilingual in English and another language. **10 pts**: Bilingual in English and French.		
PRC-23.	**Language Preference** The Bidder should demonstrate how their proposed Solution has the functionality to use the language preference value specified by the User as the default language in which to display:	**Maximum 20 Points** **4 pts** per item listed up to a maximum of 20 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	a. The Solution GUI (for example, menus); b. Selection values (for example, drop down lists); c. Alerts and notifications; d. Context sensitive help.			
PRC-24.	**In Session Language Change** The Bidder should demonstrate how their proposed Solution has the functionality for the User to toggle between English and French interfaces within a session from anywhere in the solution.	**Maximum 10 Points** **0 pts**: Not Demonstrated. **10 pts**: Demonstrated.		
PRC-25.	**Language – Free Text** The Bidder should demonstrate how their proposed Solution has the functionality to display free-text field values in the language in which the text is entered. For example: a. French characters are displayed correctly. b. Special combinations of characters are properly handled.	**Maximum 20 Points** **0 pts**: Not Demonstrated. **20 pts**: Demonstrated.		
PRC-26.	**Maximise Multi-Column List View (table/data grid)** The Bidder should demonstrate how their proposed Solution has the functionality to modify the multi-column list (table/data grid) when large data sets, that is, many rows and many columns, are displayed in a multi-column list view (table/data grid) format, to ensure: a. It is maximized to the area allocated for its display.	**Maximum 10 Points** **5 pts** per item listed up to a maximum of 10 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N°VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	b. There is minimal horizontal or vertical scrolling when viewing the columns and rows of the list (table/data grid).			
PRC-27.	**Updating and Viewing a Record in Multi-Column List View (table/data grid)** The Bidder should demonstrate how their proposed Solution has the functionality for the User to access the record directly for updating or viewing, and return to the multi-column list view after the action on the record is completed (for example, selecting a search result item will open the relevant establishment's profile) when an item is selected in a multi-column list view (table/data grid).	**Maximum 10 Points** **0 pts**: Not Demonstrated. **10 pts**: Demonstrated.		
PRC-28.	**Managing Columns in a Multi-Column List View (table/data grid)** The Bidder should demonstrate how their proposed Solution has the functionality for the User to perform the following actions on columns in any multi-column list view: a. Show; b. Hide; c. Rearrange.	**Maximum 6 Points** **2 pts** per item listed up to a maximum of 6 points.		
Search and Sort (96 points)				
PRC-29.	**Multi-Column List View (table/data grid) Sort** The Bidder should demonstrate how their proposed Solution has the functionality for all multi-column list views (table/data grid) to be sortable by any column using standard sort parameters.	**Maximum 10 Points** **2 pts** per item listed up to a maximum of 8 points. **1 pt.** for each additional item up to a maximum of 2 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	For example, a. Lowest to highest; b. Highest to lowest; c. A-Z; d. Z-A.			

PRC-30.	**"Diacritic" Search and Sort**
	
	The Bidder should demonstrate how their proposed Solution has the functionality for the User to perform the following:
	
	1. For sort, select the option to change the sort from sensitive to insensitive to diacritic/accents, for example, à, é, ç.
	
	For example, variations of the spelling of "Montreal" would appear in the sorted list together, regardless of the accented characters contained in the spelling:
	
	    i. Montreal
	    ii. Montréal
	
	2. For search, select the option to change the search from sensitive to insensitive to diacritic/accents, for example, à, é, ç.
		Maximum 20 Points
		
		10 pts per item listed up to a maximum of 20 points.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score

	For example, variations of the spelling of "Montreal" would appear in the search result list together, regardless of the accented characters contained in the spelling:
	
	   i. Montreal
	   ii. Montréal			

PRC-31.	**Multi-level Sort within a Multi-Column List View (table/data grid)** The Bidder should demonstrate how their proposed Solution has the functionality for multi-level sorts within a multi-column list view (that is, selecting multiple columns and specifying a sort order among the columns). For example, sort by province/territory, then city, then establishment name.	**Maximum 10 Points** **0 pts**: Not Demonstrated. **10 pts: D**emonstrated.		
PRC-32.	**Sort Order Persistence** The Bidder should demonstrate how their proposed Solution has the functionality to maintain the sort order for displaying fields, such as search results and Workload Overview(s) within a session, until the User changes the sort order.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-33.	**Auto-Complete Search** The Bidder should demonstrate how their proposed Solution has the functionality for the User to use autocomplete when entering a search value (predictive text).	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-34.	**Search Result Page Navigation**	**Maximum 5 Points**		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	The Bidder should demonstrate how their proposed Solution has the functionality for the User to navigate the search result pages when search results are paged.	**0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-35.	**User Selectable Results Per Page** The Bidder should demonstrate how their proposed Solution has the functionality for the User to specify the number of search results to display per page when search results are displayed in pages.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-36.	**Result Set Position and Size** The Bidder should demonstrate how their proposed Solution has the functionality to display, in the search results, the following information: a. Total number of search results; b. Current search results range being displayed; c. Current Page; d. Total number of pages. For example, 1 to 20, of 500 results.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-37.	**Maximum results per page** The Bidder should demonstrate how their proposed Solution has the functionality to optimize the maximum number of search results based on performance testing, when search results are paged.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	**File No. – N° du dossier**	**CCC No./ N° CCC – FMS No/ N° VME**
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
PRC-38.	**Establishment Creation Using Search Values** The Bidder should demonstrate how their proposed Solution has the functionality to provide the User with the option to create a new establishment profile using the establishment name, street, city, province, and postal code values entered during an establishment search where only one value has been entered for each of the fields and no search results have returned.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-39.	**Search Criteria and Returned Results** The Bidder should demonstrate how their proposed Solution has the functionality to retain the search criteria and returned results for subsequent searches until the User chooses any of the following: a. To clear or modify the search criteria and perform a new search; b. To log out of the solution.	**Maximum 10 Points** **5 pts** per item listed up to a maximum of 10 points		
PRC-40.	**Ad-hoc Search** The Bidder should demonstrate how their proposed Solution has the functionality for the User to perform the following: a. Select search parameter values; b. Cancel ad-hoc searches that are being executed; c. View the results of an ad-hoc search once the search has completed its execution.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts:** Demonstrated.		
PRC-41.	**Save, Retrieve, and Delete Ad-hoc Search Criteria**	**Maximum 6 Points** **2 pts** per item listed up to a maximum of 6 points		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL

Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	The Bidder should demonstrate how their proposed Solution has the functionality for the User to perform the following actions: a. Save any search criteria; b. Retrieve previously saved search criteria; c. Delete a previously saved search criteria.			
Establishments (max 55 points)				
PRC-42.	**Establishment: Create and Update Profile** The Bidder should demonstrate how their proposed Solution has the functionality for establishment profiles to be created and updated based on User Role values. For example: a. Manager – can view an establishment profile. b. Subordinate – can create and update an establishment profile.	**Maximum 20 Points** **0 pts**: Not Demonstrated. **20 pts**: Demonstrated.		
PRC-43.	**Address Validation** The Bidder should demonstrate how their proposed Solution has the functionality to validate an establishment's address (physical, mailing) using a regularly updated address validation service (for example, Canada Post AddressComplete service).	**Maximum 20 Points** **0 pts**: Not Demonstrated. **20 pts:** Demonstrated.		
PRC-44.	**New Establishment Profile Based on Existing Profile.**	**Maximum 5 Points**		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

PRC No.	Requirement Description	Point Rated Grid	Reference	Score
	The Bidder should demonstrate how their proposed Solution has the functionality for the User to select an existing establishment profile to pre-populate location and Establishment Profile details for the creation of a new establishment profile.	**0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-45.	**Merge Establishments** The Bidder should demonstrate how their proposed Solution has the functionality for the User to merge two identical establishment profile into one profile.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts: D**emonstrated.		
PRC-46.	**Unmerge Establishments** The Bidder should demonstrate how their proposed Solution has the functionality for establishment profiles that have been merged to be unmerged and retain the profile integrity of each individual profile that has been merged.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts:** Demonstrated.		
Activities (max 20 points)				
PRC-47.	**Activities: Create and Update Activity** The Bidder should demonstrate how their proposed Solution has the functionality for the User to create and update activities based on User roles. For example: a. Activity assigned to Inspector – can create and update the activity. b. All other Users – can view the activity.	**Maximum 20 Points** **0 pts**: Not Demonstrated. **20 pts**: Demonstrated.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N°VME
HT372-192532	HT372-192532/001/XL	

Business Intelligence (max 50 points)				
PRC-48.	**Real-Time Solution Data Access** The Bidder should demonstrate how their proposed Solution currently has the functionality for direct access to the real-time Solution data for business intelligence and analytics purposes via either of the following methods: a. A business intelligence tool as part of the Solution. b. Integration with a business intelligence tool provided by Canada, for example Cognos Analytics, Power BI, and Tableau.	**Maximum 50 Points** **0 pts**: Not Demonstrated. **50 pts:** When either method is demonstrated.		
Reporting (max 16 points)				
PRC-49.	**Pre-defined Reports** The Bidder should demonstrate how their proposed Solution has the functionality for the User to design pre-defined reports with User selectable criteria.	**Maximum 5 Points** **0 pts**: Not Demonstrated. **5 pts:** Demonstrated.		
PRC-50.	**Save, Retrieve, and Delete Pre-defined Reports Format** The Bidder should demonstrate how their proposed Solution has the functionality for the User to perform the following actions: a. Save the designed pre-defined report. b. Update the designed pre-defined report. c. Retrieve a previously designed saved pre-defined report. d. Delete a previously designed saved pre-defined report.	**Maximum 7 Points** **0 pts:** Not Demonstrated **1 pt** per item listed to a maximum of 4 points **1 pt** per additional item up to a maximum of 3 points		
Templates and ATIP (max 26 points)				

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N°VME
HT372-192532	HT372-192532/001/XL	

PRC-51.	**Create documents from templates** The Bidder should demonstrate how their proposed Solution has the functionality for the User to generate documents based on templates where the following information can be included in the templates: a. The fields that can be pre-populated, and the appropriate data options for each field can be selected. b. Standard text appropriate for the purpose of the document.	**Maximum 20 Points** **10 pts** per item listed up to a maximum of 20 points.		
PRC-52.	**Access to Information and Privacy Request (ATIP)** The Bidder should demonstrate how their proposed Solution has the functionality for the User to: a. Identify records required for ATIP. b. Set identified records to read only. c. Display in a multi-column list view format, identifying data from records that have been identified for ATIP.	**Maximum 6 Points** **2 pts** per item listed up to a maximum of 6 points.		
User and Application Management (max 80 points)				
PRC-53.	**Configuration and Application Administration: Solution Parameters** The Bidder should demonstrate how their proposed Solution has the functionality for the User to configure and manage Solution parameter values, including: a. Content of data validation and pick-list tables; b. User account and User profile information; c. Templates and Data Entry forms; d. Notification and Alerts; e. Workload Overview Displays.	**Maximum 30 Points** **5 pts** per item listed up to a maximum of 25 points. **1 pt.** for each additional item up to a maximum of 5 points.		
PRC-54.	**Administration of Business Process Workflow** The Bidder should demonstrate how their proposed Solution has the functionality for the User to configure specified business process workflows.	**Maximum 15 Points** **0 pts**: Not Demonstrated. **15 pts:** Demonstrated.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N°VME
HT372-192532	HT372-192532/001/XL	

	For example, the User updates the business process workflow to skip the next workflow step when there is a change to the business process.			
PRC-55.	**Business Rules** The Bidder should demonstrate how their proposed Solution has the functionality for the User to configure business rules without the need to modify the Solution code.	**Maximum 15 Points** **0 pts**: Not Demonstrated. **15 pts:** Demonstrated.		
PRC-56.	**Automatic Solution Alert Update Text** The Bidder should demonstrate how their proposed Solution has the functionality for the User to update the message for automatic (Solution initiated, event driven) alerts. For example, the User updates the message for an alert that lets a User know that a business process workflow step has not been completed when the User attempts to proceed to next business process workflow step.	**Maximum 20 Points** **0 pts**: Not Demonstrated. **20 pts: D**emonstrated.		
Off-Line Capacity (max 60 points)				
PRC-57.	**Off-line Solution** The Bidder should demonstrate how their proposed Solution has the functionality for the User to access and work with the Solution in an off-line capacity that has the equivalent functionality as the online Solution, as follows: a. Access to the compliance and enforcement components of the Solution, including establishment information;	**Maximum 60 Points** **0 pts**: The Bidder's proposed Solution does not provide the off-line capacity and the response does not address the requirements and not provide clear strategies that are deemed by Canada not to meet the requirements of this project.		

Solicitation No. – N° de l'invitation	Amd. No – N° de la modif.	Buyer ID – Id de l'acheteur
HT372-192532/B		152XL
Client Ref. No. – N° de réf. De client	File No. – N° du dossier	CCC No./ N° CCC – FMS No/ N° VME
HT372-192532	HT372-192532/001/XL	

	b. Off-line creation of establishment profile in the field off-line creation of activities in the field; c. Off-line creation of activities.	**42 pts:** The Bidder's proposed Solution does not provide the off-line capacity and the response satisfactorily addresses the requirements and provides some strategies that are deemed by Canada to satisfactorily meet the requirements of this project. **60 pts:** The Bidder's proposed Solution already provides the off-line capacity and the response fully addresses all the requirements that are deemed by Canada to fully meet the requirements of this project.		
		Maximum points: 838 **Minimum pass mark:** 70% of Max points (587)		**Total Score**