

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

**GSIN: R019BF – Human Resource Services, Business Consulting/Change Management; Project Human Management Services**

		<b>Solicitation Number: B0332</b>	
<b>Organization Name:</b>	<i>The Canadian Food Inspection Agency</i>		
<b>Solicitation Date:</b>	<i>2021/08/11</i>	<b>Closing Date:</b>	<i>2021/08/31 02:00 PM Eastern Daylight Time (EDT)</i>
<b>Anticipated Start Date:</b>	<i>2021/09/20</i>		
<b>Estimated Delivery Date:</b>	<i>2022/03/31</i>	<b>Estimate Level of Effort:</b>	<i>100 days</i>
<b>Contract Duration:</b>	<i>The contract period will be from the date of contract to March 31, 2022.</i>		
<b>Solicitation Method:</b>	<i>Competitive</i>	<b>Applicable Trade Agreements:</b>	<i>Canadian Free Trade Agreement (CFTA), Canada - Chile Free Trade Agreement, Canada-Colombia Free Trade Agreement, Canada-Honduras Free Trade Agreement, Canada-Korea Free Trade Agreement, Canada-Panama Free Trade Agreement and Canada - Peru Free Trade Agreement</i>
<b>Comprehensive Land Claim Agreement Applies:</b>	<i>No</i>	<b>Number of Contracts:</b>	<i>1</i>

**Requirement Details**

**Tendering Procedure: Selective Tendering**

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

- One (1) Intermediate Human Resources Consultant
- One (1) Senior Business Process Consultant

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

1. Calian Ltd.
2. CGI Information Systems and Management Consultants Inc.
3. Dare Human Resources Corporation
4. Deloitte Inc.
5. Donna Cona Inc.
6. Ernst & Young LLP
7. Gelder, Gingras & Associates Inc.

8. IT/NET OTTAWA INC, KPMG LLP, in joint venture
9. Kelly Sears Consulting Group
10. KORN FERRY (CA) LTD. KORN FERRY (CA) LTEE.
11. Lightning Tree Consulting Inc.
12. MNP LLP
13. Pricewaterhouse Coopers LLP
14. Raymond Chabot Grant Thornton Consulting Inc.
15. Systemscope Inc.

## **Description of Work:**

### **Background**

The Canadian Food Inspection Agency (CFIA) employs approx. 7,000 persons with expertise in a variety of different subject areas. The Agency's workforce is comprised of veterinarians, inspectors, systems specialists, support staff, financial officers, research scientists and laboratory technicians. CFIA staff work in four main areas: field offices, which include, regional offices, offices in non-government establishments (such as processing facilities) and laboratories and research facilities.

The Human Resources Branch (HRB) supports the Agency's HR needs and provides advice, guidance and service in disciplines such as Staffing, Labour Relations, Classification and Organizational Design, Human Resources Planning, Occupational Health and Safety, Wellness, Pay Services, Employment Equity and Diversity, Official Languages and other support functions.

There have been a number of changes within HRB over the past few years as it continues to provide support to the Agency in various strategic priorities, in its COVID-19 response as well as day-today business. As the Agency continues to mature and evolve, it is critical for the Branch to adapt and respond to this change in order to support the Agency in its mandate and strategic business direction and priorities.

### **Objective**

The objective of this requirement is to develop structures, policies, practices and business processes for HRB that are agile and lean in order to enable the Branch to provide sound HR advice, provide comprehensive client-service orientated support as well as allow the Branch to adapt and respond to change in order to support the Agency in its mandate, and strategic business direction and priorities.

CFIA requires a team of:

- One (1) Intermediate Human Resources Consultant
- One (1) Senior Business Process Consultant

**Security Requirement:** *Common PS SRCL # 6 applies*

**Minimum Resource Security Required:** *Reliability*

### **Contract Authority**

**Name:** *Brian Steele*  
**Phone Number:** *613-854-9417*  
**Email Address:** [\*brian.steele@inspection.gc.ca\*](mailto:brian.steele@inspection.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: The Task and Solutions Professional Services (TSPS) Method of Supply is subject to quarterly refresh cycles. If you wish to find out how you can be a "Qualified SA Holder", please contact [SPTS.TSPS@TPSGC-PWGSC.GC.CA](mailto:SPTS.TSPS@TPSGC-PWGSC.GC.CA).***