

**NOTICE OF PROPOSED PROCUREMENT (NPP)  
For the  
RECORDING OF AUDIO CLIPS (IN FRENCH)**

**GSIN: T009E - Audio Recordings/Talking Books**

<b>Reference Number:</b>	PW-21-00975387	<b>Solicitation Number:</b>	FJA-2021-061
<b>Organization Name:</b>	<b>Office of the Commissioner for Federal Judicial Affairs Canada (FJA)</b>		
<b>Solicitation Date:</b>	2021-11-22	<b>Closing Date:</b>	2021-12-22, 5:00 PM EST
<b>Anticipated Start Date:</b>	2022-01-17		
<b>Estimated Delivery Date:</b>	2022-03-31 (At the latest)	<b>Estimate Level of Effort:</b>	Up to 240 audio clips / 1,200 minutes of recording
<b>Contract Duration:</b>	From date of contract until March 31, 2022.		
<b>Solicitation Method:</b>	Competitive	<b>Applicable Trade Agreements:</b>	See Notice
<b>Comprehensive Land Claim Agreement Applies:</b>	No	<b>Number of Contracts:</b>	1

**Requirement Details**

**Tendering Procedure: Open\***

\* This requirement is open to all interested suppliers in the National Capital Region (Ottawa) and surrounding areas up to 250 km.

**Brief description of the requirement:**

As part of the modernization of the learning materials for the Judges' Language Training Program, FJA is launching an Invitation to tender (ITT) for the recording of audio clips as part of the French as a second official language curriculum. The clips are intended primarily for classroom teaching or individual lessons. They will not be published on any platform.

The supplier will be required to professionally record the audio clips from the French-texts provided by the Judges' Language Training Directorate. Up to 240 clips of 1 to 14 minutes in length will need to be recorded for a total of approximately 20 hours (1200 minutes) of recording time.

Furthermore, the supplier will be required to ensure its ability to deliver the final quality product in MP3 format by Thursday, March 31, 2022, assuming that the work can start in mid-January 2022.

There is no security requirement applicable to this requirement.

**Inquiries**

Inquiries regarding this ITT requirement must be submitted to Daniel Morin [FJA.Admin@fja-cmf.gc.ca](mailto:FJA.Admin@fja-cmf.gc.ca). ITT documents will be e-mailed directly by FJA to eligible suppliers. 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.