

## Open Request for Proposal

This requirement is for: ***Canadian Northern Economic Development Agency (CanNor)***.

### **2.12 Evaluation services consultant**

**The following companies have been invited to submit a proposal.**

- 1) BDO Canada LLP
- 2) Bell Browne Molnar and Delicate Consulting Inc.
- 3) Cathexis Consulting Inc.
- 4) CGI Information Systems and Management Consultants Inc.
- 5) CIMA+ S.E.N.C.
- 6) Ference & Company Consulting Ltd
- 7) Forum Research Inc.
- 8) Goss Gilroy Inc.
- 9) KPMG LLP
- 10) McKinsey & Company Canada
- 11) R.A. Malatest & Associates Ltd.
- 12) Reseau Circum Inc.
- 13) TDV Global Inc.
- 14) The Social Research and Demonstration Corporation
- 15) The Universal Management Group Ltd

#### **Description of Work:**

The objective is to conduct the evaluation of the NAEOP as per the timelines and outputs/deliverables detailed in this Statement of Work.

Contractor activities will include:

1. Develop an Evaluation plan that includes sections, among others, on proposed methodology and work plan. Discuss the Evaluation plan with the Technical Authority or Alternate and update it based on feedback. Once the Evaluation plan has been approved by the Technical Authority or Alternate, it must be implemented as described in the plan.
2. Implement the Evaluation plan by collecting, assessing and analyzing data by and across the lines of evidence to address the evaluation issues and questions.
3. Consult with the Technical Authority to assist in identifying key issues, sources of information and interviewee contact information.
4. Review all relevant documentation in accordance with this Statement of Work including, but not limited to: related evaluation reports; relevant business and strategic plans; individual project data; NAEOP tracking data; data from Statistics Canada and other sources; relevant audit findings, and any other pertinent information on program objectives and delivery.
5. Report on project progress to the Technical Authority on a biweekly basis.

6. Prepare and present preliminary findings to CanNor (e.g., Internal Evaluation Working Group; program leads; senior management).
7. Prepare and submit a Final Draft Evaluation Report and a Draft Evaluation Report Summary. The report must contain an effective analysis of the data collected and implementable recommendations for the program, and will be at least 20 pages in length. The Technical Authority or Alternate will provide feedback on the deliverables, with input from CanNor stakeholders, as appropriate.

**Level of Security Requirement:**

**Company Minimum Security Level Required**

Protected B

Special comments: PWGSC File #Common-PS SRCL#9 applies to this requirement.

**Resource Minimum Security Level Required**

Protected B

Special comments: Reliability

**Contract Duration:**

The contract period will be for one (1) year from the date of the contract award.

File Number: 1000235986

Contracting Authority: Wei-Min Ma

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