

This bid solicitation is being issued to fulfill the requirement of the Courts Administration Service (hereinafter referred to as "CAS" or Canada) for the services of Court Reporting and Transcription services for the Federal Court in the Province of Ontario

Dates

Publication date

2022/02/03

Amendment date

None

Date closing

2022/03/01 14:00 Eastern Daylight Time (EDT)

Details

GSIN

R104B – Transcription Services
R116A – Court Reporting Services

Region of delivery

Ontario

End user entity

Courts Administration Service

Procurement entity

Courts Administration Service

Region of opportunity

Canada

Tendering procedure

Open

Trade agreement

Canadian Free Trade Agreement (CFTA)

Reference number

PW-22-00984720

Solicitation number

5X001-21-0471A

Description

TITLE

Court Reporting and Transcription services for the Federal Court in the Province of Ontario.

BACKGROUND

Courts Administration Service (CAS) was established on July 2, 2003 by the *Courts Administration Service Act*, S.C. 2002, c. 8. to provide administrative services to four (4) national courts of law (the “**Courts**”): The Federal Court of Appeal (FCA), the Federal Court (FC), the Court Martial Appeal Court of Canada (CMACC) and the Tax Court of Canada (TCC) (the Courts). The Courts are itinerant, sitting and hearing cases across Canada. The proceedings are held in either or both of Canada’s official languages.

REQUIREMENTS

To provide Court Reporting and Transcription services for the Federal Court in the Province of Ontario.

EVALUATION PROCESS AND SELECTION METHODOLOGY

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

SECURITY

Security Requirement: Reliability

Minimum Corporate Security Required: Reliability

Minimum Resource Security Required: Reliability

PERIOD OF CONTRACT

It is intended to result in the award of one (1) contract from contract award to May 31, 2023, plus three (3) one (1) year irrevocable options allowing Canada to extend the term of the contract.

Option periods:

Period 1: June 1, 2023 to May 31, 2024 inclusively

Period 2: June 1, 2024 to May 31, 2025 inclusively

Period 3: June 1, 2025 to May 31, 2026 inclusively

NUMBER OF CONTRACTS ANTICIPATED

1

Contact information

Contact name

Michel Larivière

Contact email

Procurement.Approvisionnement@cas-satj.gc.ca

Contact phone

343-540-5994

Contact address

Courts Administration Service
Contracting & Materiel Management
90 Sparks St
Ottawa (ON), K1A 0H9