

Notice of Proposed Procurement (NPP)

For

Request for Standing Offer

Reference Number:	10210997	Solicitation Number:	10210997
Organization Name:	The Department of Canadian Heritage (PCH)		
Solicitation Date:	February 9, 2022	Closing Date:	March 21, 2022 – 14:00 EDT
Anticipated Start Date:	Upon issuance of Standing Offer		
Estimated Delivery Date	N/A		
Contract Duration :	Date of issuance to October 21, 2025 with two (2) additional one-year option periods.		
Solicitation Method:	Competitive		
Applicable Trade Agreements:	Canadian Free Trade Agreement (CFTA), Canada-Chile Free Trade Agreement, the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP), Canada-Columbia Free Trade Agreement, the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), Canada-Honduras Free Trade Agreement, Canada-Korea Free Trade Agreement, Canada-Panama Free Trade Agreement, Canada-Peru Free Trade Agreement, Canada-Ukraine Free Trade Agreement, Canada-United Kingdom Trade Continuity Agreement and the World Trade Organization – Agreement on Government Procurement (WTO-GPA).		
Comprehensive Land Claim Agreement Applies:	No	Number of Standing Offer:	1

GSIN: J19905 - Signs and Identification Plates - Installation

REQUIREMENT DETAILS

Tendering Procedure: **Open**

This requirement is open to Bidders for Services in the National Capital Region.

Title:

Installation and dismantling of signage and decor for Canadian Heritage events

Summary:

Canadian Heritage (PCH) wishes to issue a Request for Standing Offer for the complete services of installation, maintenance and dismantling of signage and decors for its events and programs. The period of the Standing Offer is from date of award to October 31, 2025, with two (2) optional periods of 12 months each.

Following is a list of events which are included in the requirement, but without being limited to: Winterlude, Canada Day, Christmas Lights Across Canada, Sound and Light Show and other ad hoc events.

These events are held at various locations in the National Capital Region as much in Quebec as in Ontario, including, but without being limited to, the following locations: Confederation Park, Major's Hill Park, Rideau Canal Skateway, Jacques-Cartier Park, Parliament Hill and some roadways between official

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sites. See Attachment 1 of Annex A – Installations details – for the specifications on the different types of signs and decors.

Mandatory Evaluation Criteria:

MT1: The Offeror must provide details and descriptions of a minimum of two (2) projects completed in the six (6) years preceding the closing date of this RFSO, clearly demonstrating its experience with **large-scale events*** that meet all the requirements of Annex A, Statement of Work, for the following:

- Transportation, installation and dismantling at outdoor sites (all seasons) for Canadian Heritage (PCH) event signage; and,
- Compliance with plan specifications and schedules.

Each project description must include:

- the client's name, phone number and email address;
- a description of the work;
- the location of the work; and,
- the dates on which the work was performed (from yyyy-mm-dd to yyyy-mm-dd).

* **“large-scale events” means the provision of at least 100 signage units simultaneously within a period of five (5) working days.**

MT2: The Offeror must provide all prices for each item specified in the Basis of Payment (Annex “C”).

Security Requirement: There is no security requirement applicable with this Request for Standing Offer.

Contracting Authority:

Name: Lise Berniquez
Email Address: contrats-contracting@pch.gc.ca
Inquiries:

Inquiries regarding this Request for Proposal (RFP) requirement must be submitted to the Contracting Authority named above. BIDDERS ARE ADVISED THAT “BUYANDSELL.GC.CA” IS NOT RESPONSIBLE FOR THE DISTRIBUTION OF ANY SOLICITATION DOCUMENTS. The Crown retains the right to negotiate with any supplier on any procurement. Documents may be submitted in either official language.