

**Status Update 2020-04-20**  
**ZBS-1-91027/C RPA Professional Services CBSOS**

Hello RPA Professional Services Community,

As you can see on BuyandSell.gc.ca the Draft Final CBSOS for RPA Professional Services has been posted. Per the revised graphic, Canada has elected to forgo the pre-qualification stage and has instead posted the Draft Final CBSOS.

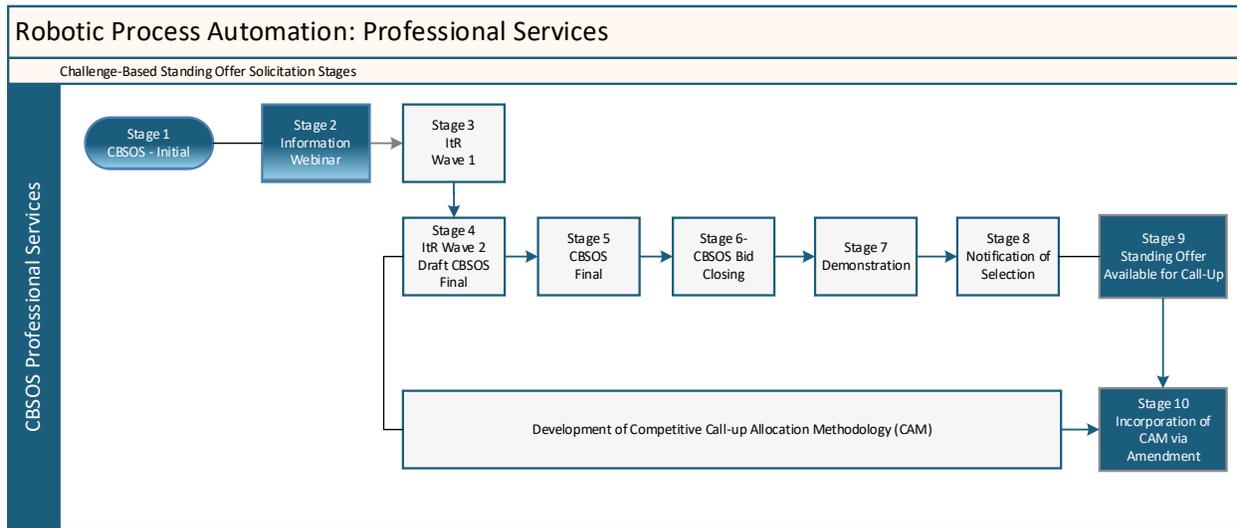
The Draft Final CBSOS is the culmination of the vendor community feedback from earlier stages of refinement drafted into what Canada expects to be the final solicitation. During *Stage 4, ITR Wave 2 Draft Final CBSOS* vendors are asked to review the CBSOS in its entirety and with the context of the entire solicitation at their disposal, provide any final feedback.

Following the ITR Wave 2, Canada will review Vendors final feedback, adjust as necessary and post the final CBSOS, which is the document that Vendors will be asked to respond to.

**What's Missing**

In reading through the Draft Final CBSOS, you will no doubt note that the Call-up Allocation Method for competitive requirements is absent. As illustrated in the graphic below and outlined in the CBSOS, Canada has elected to develop the Competitive Call-up Allocation Method during the final stages of the CBSOS process, and once ready incorporate this mechanism into the Standing Offer, after Standing Offer award, via amendment.

As with the preceding portions of the CBSOS, Canada will ask you, the Vendor community to collaborate to help us develop a fair and flexible Call-up Allocation Methodology. Opportunities for collaboration will initially be posted openly on BuyandSell and refined to Offerors and then to Standing Offer holders as the Standing Offer Award process progresses.



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**Important Dates and Actions**

The following are the Key Dates and Vendor actions as of Amendment #4.

<b>Phase</b>	<b>Dates</b>	<b>Vendor Action</b>
ITR Wave 2, Draft Final CBSOS	April 20 to April 26	Review Draft Final CBSOS and Provide Comments
Final CBSOS Posting Period	April 29 to May 5	Prepare Offer Submission Response
<b>Date de Clôture des soumissions</b>	<b>May 5</b>	<b>Submit Offer Submission Response</b>
Part A Evaluation - Written	May 6 to May 13	Be available for clarification questions
Part B Evaluation - Demonstration	May 10 to 23	Present via virtual demo how you meet Part B

**Suggestions to Help Timely SO Award**

The following steps should be taken by vendors beginning now and prior to Offer Close to help ensure that should your firm be recommended for Standing Offer Award, that the award can be made in short order.

**1) Obtain BN, PBN, Register for P2P and BuyandSell**

In order to avoid any issues with submitting an Offer, or being awarded a Standing Offer, it is suggested that Offerors ensure that they

- hold a valid [Canadian Business Number](#),
- hold a valid [Canadian Procurement Business Number and be registered on BuyandSell.gc.ca](#),
- are Registered with [SSCs Procure to Pay \(P2P\) system](#),

**2) Preparedness to Present Part B, Virtual Demonstration**

As mentioned in the CBSOS, directly following Written Evaluation Part A, Canada will be sending invitations to successful Offerors to Present in Evaluation Part B, Virtual Demonstration. The invitations could come with as little as 24 hours notice; therefore, Offerors are cautioned to be prepared to present.

As always, thank you for your collaboration. If you have any questions or comments please contact [coeaip-ceaan@ssc-spc.gc.ca](mailto:coeaip-ceaan@ssc-spc.gc.ca) .