



**NOTICE OF PROPOSED PROCUREMENT (NPP)
For an
ORGANIZATIONAL CHART SOLUTION AND RELATED SERVICES**

Reference Number :	100021358	Solicitation Number :	100021358
Organization Name:	Employment and Social Development Canada		
Solicitation Date:	July 21 st 2022	Closing Date:	August 30 th 2022
Anticipated Start Date:	September 12 th 2022	Estimated Level of Effort:	One (1) Solution, Professional Services on an as and when requested basis, and Training Services
Estimated Delivery Date:	To be Determined		
Contract Duration:	The period of the Contract is from September 12 th 2022 to September 11 th 2023, with six (6) irrevocable options to extend for one (1) year at the time.		
Solicitation Method:	Competitive – Open Tender	Applicable Trade Agreements:	CFTA, CCFTA, CPTPP, CCoFTA, CETA, CHFTA, CKFTA, CPAFTA, CPFTA, Canada-UK TCA, CUFTA, WTO-GPA
Comprehensive Land Claim Agreement (if applicable):	N/A	Number of Contracts:	1

Requirement Details:

Tendering Procedure: Open Tendering

Description of the Work:

HRSB is requesting an Organization Chart solution that is cloud-based; automated, with a user-friendly approach for creating, developing and maintaining organization charts. The solution must integrate with PeopleSoft 9.2 and its processes, as well as it must be able to support at a minimum approximately 60,000 positions within ESDC and approximately 10,400 users (Classification Officers and ESDC managers and Administrative Assistants). The solution should enable a significant reduction in time and resources to the department and increase department-wide organizational understanding and analysis ability. The solution should provide a single source of truth and will allow everyone to access the same organizational picture. The vendor will be implementing the solution in a two-phases approach. PHASE 1 - The first phase of implementation will be the Minimal Viable Product (MVP) and will only reference Unclassified



Data. PHASE 2 - The second phase of implementation will contain Classified Data (Protected B). The vendor will need to demonstrate to IT security that they indeed meet the mandatory requirements, including the need for the supplier to be certified for IT security. The Phase 1 MVP requirement will be to implement the solution for unclassified data by January 2023 and is considered as a high priority. The solution for Protected B data for phase 2 will be implemented at a later date, once ESDC is ready to move forward with this phase and the vendor has obtained all necessary security clearances. Under the resulting contract, the vendor will need to provide professional services from a Solution Expert, a Training Expert, and training services. The initial period of the contract is for one (1) year, from September 12th 2022 to September 11th 2023, with six (6) additional option periods of one (1) year.

Security Requirement:

For phase 1 of resulting contract, there are no security requirements.

For phase 2 of resulting contract, here are the applicable security requirements:

1. The contractor/offeror must, at all times during the performance of the contract/standing offer, hold a valid designated organization screening (DOS) with approved document safeguarding at the level of **protected B**, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC);
2. The contractor/offeror personnel requiring access to **protected** information, assets or work site(s) must **each** hold a valid **reliability status**, granted or approved by the CSP, PWGSC;
3. The contractor **must not** utilize its Information Technology systems to electronically process, produce or store **protected** information until the CSP, PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed up to the level of **protected B**, including an IT Link up to the level of **protected B**;
4. Subcontracts which contain security requirements are **not** to be awarded without the prior written permission of the CSP, PWGSC; and,
5. The contractor/offeror must comply with the provisions of the:
 - a. Security Requirements Check List and security guide, attached at Annex D,
 - b. Contract Security Manual (latest edition),
 - c. Security Requirements at Appendix A to Annex B.

Contract Authority:

Email: nc-solicitations-gd@hrsdc-rhdcc.gc.ca

Inquiries:

Inquiries regarding this 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 SOLICITATION DOCUMENTS.

The Crown retains the right to negotiate with any supplier on any procurement.

Documents may be submitted in either official language.