

## NOTICE OF PROPOSED PROCUREMENT (NPP)

### For Learning Services SA

**GSIN: R019AB:** Professional Services / Program  
Advisory Services

<b>Reference Number:</b>	23-219793	<b>Solicitation Number:</b>	23-219793
<b>Organization Name:</b>	<b>Department of Foreign Affairs, Trade and Development</b>		
<b>Solicitation Date:</b>	2022-08-23	<b>Closing Date:</b>	2022-09-09 02:00 PM Eastern Daylight Time (EDT)
<b>Anticipated Start Date:</b>	as soon as possible		
<b>Estimated Delivery Date:</b>	2023-10-31	<b>Estimate Level of Effort:</b>	Up to 220 days
<b>Contract Duration:</b>	The contract period will be from Contract award to 31 October 2023.		
<b>Solicitation Method:</b>	Competitive		
<b>Comprehensive Land Claim Agreement Applies:</b>	No	<b>Number of Contracts:</b>	1

#### Applicable Trade Agreements:

- The Canadian Free Trade Agreement (CFTA)
- The Canada-Chile Free Trade Agreement (CCFTA),
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)
- The Canada-Columbia Free Trade Agreement (CCoIFTA),
- Canada-European Union Comprehensive Economic and Trade Agreement (CETA)
- Canada-Honduras Free Trade Agreement (CHFTA)
- Canada Korea Free Trade Agreement (CKFTA)
- The Canada-Peru Free Trade Agreement (CPFTA),
- The Canada-Panama Free Trade Agreement (CPanFTA)
- Canada Ukraine Free Trade Agreement (CUFTA)
- World Trade Organization Agreement on Government Procurement (WTO-AGP)

#### Requirement Details

##### Tendering Procedure: Selective Tendering

This requirement is open only to those Supply Arrangement Holders under EN60ZH – 2100LS/C who qualified under Tier 1 for the following categories:

Category of resource:

Stream 2 - Instructional Design and Development - Learning Designer - Seniors and Intermediates,

Stream 3 - Custom and rapid eLearning product programming - e-Learning Designer and Developer - Seniors and Intermediates

Stream 4 - Multi-media design and development - Graphic Designer – intermediate

Stream 4 - Multi-media design and development - Video Producer – Senior

Stream 5: Training Delivery – Facilitator – Senior

**The following SA Holders have been invited to submit a proposal:**

1. Accenture Inc.
2. CAE Inc.
3. Calian Ltd.
4. Deloitte Inc.
5. Modest Tree Media Inc.

**Number of resources required:** Up to ten (10)

**Description of Work:**

The Department of Foreign Affairs, Trade and Development (DFATD) has a requirement for the professional services of a qualified Contractor capable of providing all the services described in the Learning Services SA and related duties in support of The Canadian Foreign Service Institute (CFSI) Initiative for one (1) year with an additional four (4), one (1) year option periods.

The Centre for Learning Services (CFSE) is responsible for the overall management of CFSI, including oversight and coordination of all corporate planning and reporting exercises. It is also the main developer of asynchronous online training, collaborating with other divisions, for the department. In order to support the fulfillment of services, CFSE has a requirement to engage the services of a qualified Contractor to provide a variety of services such as: learning program coordination, facilitation, project management, eLearning design and development, technical writing and other support services. As CFSI's Centre of expertise in the areas of evaluation, needs analysis, eLearning, LMS and facilities management, CFSE requires the services of a qualified Contractor capable of providing services in four (4) main areas as defined in detail herein. These four (4) areas of work may broadly be described as:

- a) Learning Event Delivery and Facilitation;
- b) Learning Event Design and Development;
- c) Learning Product Design and Development; and
- d) Related Services and Resources

**Incumbent Information:**

None

**Security Requirement:** Common PS SRCL #19 applies

**Minimum Corporate Security Required:** Secret

**Minimum Resource Security Required:** Secret

**Contract Authority**

**Name:** Kingsley Knight  
**Phone Number:** 343-203-8234  
**Email Address:** [Kingsley.Knight@international.gc.ca](mailto:Kingsley.Knight@international.gc.ca)

**Inquiries**

Inquiries regarding this RFP requirement must be submitted to the Contracting Authority named above. Request for Proposal (RFP) documents will be e-mailed directly from the Contracting Authority to the Qualified Supply Arrangement Holders who are being invited to bid on this requirement. 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.

**NOTE: The Learning Services Method of Supply is subject to quarterly refresh cycles. If you wish to find out how you can be a "Qualified SA Holder", please contact [tpsgc.ocamaservapprentissage-sosalearningserv.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.ocamaservapprentissage-sosalearningserv.pwgsc@tpsgc-pwgsc.gc.ca)**