

ADVANCE CONTRACT AWARD NOTICE (ACAN)

NRCan 500068155

1. Advance Contract Award Notice (ACAN)

An ACAN is a public notice indicating to the supplier community that a department or agency intends to award a contract for goods, services or construction to a pre-identified supplier, thereby allowing other suppliers to signal their interest in bidding, by submitting a statement of capabilities. If no supplier submits a statement of capabilities that meets the requirements set out in the ACAN, on or before the closing date stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

2. Definition of the requirement

The Department of Natural Resources Canada (NRCan) has a requirement to provide services in the development of standards and the ISO process in order to fulfill its responsibilities. NRCan will require assistance with respect to its duties within the ISO 50001 Canadian Standard Mirror Committee (SMC). The contractor will be required to maintain linkage between both committees (TC 301 and SMC) and inform the SMC about any ISO 50001 issues that might be of concern to Canada. The responsibilities are as follows:

- Supporting participation in ISO/TC 301 international meetings including coordinating with other international ISO member countries, as necessary;
- Assisting the ISO/TC 301 Canadian delegation in understanding their duties;
- Advising the committee on procedures associated with the progression of the review of the ISO 50001. This includes sharing information from other ISO Technical Committees working on updates of their management system standards to High Level Structure (HLS), such as ISO 9001 and ISO 14001;
- Supporting Canadian membership and points of view at ISO/TC 301 meetings, and at other international forums;
- Informing, as needed, committee members of any development or changes, including updates on ISO processes;
- Providing expert advice on the ISO standards development process, including the adoption process of these standards in Canada;
- Facilitating information exchanges and sharing of experiences and good practices among committee members and other stakeholders as required;
- Preparing periodic progress reports and updates on ISO/TC 301 work to SMC;
- Assigning document review responsibilities and following up to ensure they are being carried out;
- Monitoring schedules for input and advising the SMC of approaching deadlines;

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- Maintaining awareness on the part of the SMC of ongoing ISO standard development;
 - Identifying and highlighting documents requiring discussion during meetings, as well as key considerations to be taken into account;
 - Setting up, coordinating and attending monthly SMC teleconference meetings;
 - Minutes taking and circulation to SMC members;
 - Facilitating the sharing of diverse opinions among members of the SMC; and
 - Providing guidance on issues and areas of concern. Providing relevant material from the international arena, including standards, guidelines, etc.
3. Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements:

The contractor qualifications of the contractor, :

- Accreditation by the Standards Council of Canada (SCC) as a standards development organization.
- Publication of at least 10 standards that deal with management of energy or environment.
- Authorized to form a Canadian membership through SCC
- Possesses a harmonization agreement with SCC related to the preparation of national and international standards with the object of achieving the greatest possible degree of commonality in accordance with the approved policies and procedures of the National Standards System

Individuals assigned to the project:

- In depth knowledge of the ISO development process, including the ISO Directives
- Ability to use the required ISO IT tools.
- A minimum of 5 years of experience in managing ISO Secretariats.
- Knowledge of the roles of the ISO officers and other players.
- The ability to organize quickly to accommodate the ISO projects.
- Knowledge and experience with communications, outreach and promotion of best practices for management standard uptake.

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4. Applicability of the trade agreement(s) to the procurement

This procurement is subject to the following trade agreements:

- Canadian Free Trade Agreement (CFTA)
- Canada-Chile Free Trade Agreement (CCFTA)
- Canada-Colombia Free Trade Agreement
- Canada-Korea Free Trade Agreement
- Canada-Panama Free Trade Agreement

5. Justification for the Pre-Identified Supplier

The supplier mentioned in section 13 below is the only known supplier that meets the mandatory criteria set out in section 3 above.

Should Canada receive a statement of capabilities from a supplier that contains sufficient information to indicate that it meets the requirements set forth in this ACAN, a competitive process will be triggered with a technical and financial evaluation methodology of the bids proposed by the potential bidders

6. Government Contracts Regulations Exception(s)

The following exception(s) to the *Government Contracts Regulations* is (are) invoked for this procurement under subsection: 6(d) - only one person is capable of performing the work). The identified supplier, CSA Group, is the only one able to meet all of the criteria identified in paragraph 3 above

7. Exclusions and/or Limited Tendering Reasons

The following exclusion(s) and/or limited tendering reasons are invoked under the:

- Canadian Free Trade Agreement (CFTA) – Article: 513.1(b) (iii);
- Canada-Chile Free Trade Agreement (CCFTA) – Article(s) Kbis-09 (b), Article Kbis-09 (c)
- Canada-Colombia Free Trade Agreement – Article(s): 1409 (b) (iii);
- Canada-Korea Free Trade Agreement – Article 14.3, Under the Revised GPA - Article XIII, 1 (b) (iii);
- Canada-Panama Free Trade Agreement – Article(s) 16.10 (b) (iii)

8. Ownership of Intellectual Property

There will be no intellectual property created in this requirement.

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9. Period of the proposed contract or delivery date

- The proposed contract is for a period of two years, from date of contract award to March 31, 2024.

10. Cost estimate of the proposed contract

The estimated value of the contract is \$162272.00 x (GST/HST extra).

11. Name and address of the pre-identified supplier

CSA Group
178 Rexdale Boulevard
Toronto, ON
M9W 1R3

12. Suppliers' right to submit a statement of capabilities

Suppliers who consider themselves fully qualified and available to provide the goods, services or construction services described in the ACAN may submit a statement of capabilities in writing to the contact person identified in this notice on or before the closing date of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

13. Closing date for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is December 28, 2022 at 2:00pm Mountain Standard Time (MST).

14. Inquiries and submission of statements of capabilities

Inquiries and statements of capabilities are to be directed to:

Moira Farkas, Procurement Officer
Natural Resources Canada
5320 122 street NW
Edmonton, AB
T6H 3S5

Telephone: 403-462-1162

E-mail: moira.farkas@nrcan-rncan.gc.ca