

## **TASK Based Professional Services (TSPS) Requirement**

***Please note that the TSPS NPP MUST be published simultaneously with the issuance of the invitation to suppliers.***

This requirement is for: **Transport Canada**

This requirement is open only to those **Supply Arrangement Holders under E60ZT-18TSPS** who qualified under Tier 1(= \$0 - \$3.75M) for the following category:

- ***2.11 Information/Records Management /Recordkeeping Specialist***

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

1. [Action Personnel of Ottawa-Hull Ltd](#)
2. [Adirondack Information Management Inc., The AIM Group Inc. in Joint Venture](#)
3. [ADRM Technology Consulting Group Corp.](#)
4. [Coradix technology Consulting Ltd.](#)
5. [Dare Human Resources Corporation](#)
6. [Excel Human Resources Inc.](#)
7. [Information Management and Technology Consultants Inc.](#)
8. [IT/Net - Ottawa Inc.](#)
9. [Le Groupe Conseil Bronson Consulting Group](#)
10. [MaxSys Staffing & Consulting Inc.](#)
11. [MGIS Inc.](#)
12. [Mindwire Systems Ltd.](#)
13. [QMR Staffing Solutions Incorporated](#)
14. [Tech4soft Inc.](#)
15. [THE SOURCE STAFFING SOLUTIONS INC.](#)

### **Description of the Requirement:**

Transport Canada is seeking three (3) resources to support the work being undertaken in the modernization of the Seafarer Certification Group, Marine Medical Unit concerning the record management and disposal of obsolete paper records.

The requirement includes, the quality assurance of the records being disposed and paper file disposal.

**Level of Security Requirement:****Company Minimum Security Level Required**

<b>Canada</b>	<b>NATO</b>	<b>Foreign</b>
X Protected A	<input type="checkbox"/> NATO Unclassified	<input type="checkbox"/> Protected A
X Protected B	<input type="checkbox"/> NATO Restricted	<input type="checkbox"/> Protected B
<input type="checkbox"/> Protected C	<input type="checkbox"/> NATO Confidential	<input type="checkbox"/> Protected C
<input type="checkbox"/> Confidential	<input type="checkbox"/> NATO Secret	<input type="checkbox"/> Confidential
<input type="checkbox"/> Secret	<input type="checkbox"/> Cosmic Top Secret	<input type="checkbox"/> Secret
<input type="checkbox"/> Top Secret		<input type="checkbox"/> Top Secret
<input type="checkbox"/> Top Secret (SIGINT)		<input type="checkbox"/> Top Secret (SIGINT)

Special comments: \_\_\_\_\_

**Resource Minimum Security Level Required**

<b>Canada</b>	<b>NATO</b>	<b>Foreign</b>
<input type="checkbox"/> Protected A	<input type="checkbox"/> NATO Unclassified	<input type="checkbox"/> Protected A
X Protected B	<input type="checkbox"/> NATO Restricted	<input type="checkbox"/> Protected B
<input type="checkbox"/> Protected C	<input type="checkbox"/> NATO Confidential	<input type="checkbox"/> Protected C
<input type="checkbox"/> Confidential	<input type="checkbox"/> NATO Secret	<input type="checkbox"/> Confidential
<input type="checkbox"/> Secret	<input type="checkbox"/> Cosmic Top Secret	<input type="checkbox"/> Secret
<input type="checkbox"/> Top Secret		<input type="checkbox"/> Top Secret
<input type="checkbox"/> Top Secret (SIGINT)		<input type="checkbox"/> Top Secret (SIGINT)

Special comments: \_\_\_\_\_

**Applicable Trade Agreements:**

- [Canada-Chile Free Trade Agreement \(CCFTA\)](#)
- [Canada-Colombia Free Trade Agreement](#)
- [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 \(CPFTA\)](#)
- [Canada-Ukraine Free Trade Agreement \(CUFTA\)](#)
- [Canada-United Kingdom Trade Continuity Agreement \(Canada-UK TCA\)](#)
- [Canadian Free Trade Agreement \(CFTA\)](#)
- [Comprehensive and Progressive Agreement for Trans-Pacific Partnership \(CPTPP\)](#)
- [World Trade Organization Agreement on Government Procurement \(WTO-AGP\)](#)

**Associated Documents:**

N/A

**Proposed period of contract:**

The proposed period of contract shall be from Contract award to March 31, 2024, including three (3) option year as required.

**Estimated Level of Effort:**

The resources will be required to work 5 days per week, 7.5 hours per day for the entire contract period.

File Number: T8080-220321

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***NOTE: The Task and Solutions Professional Services (TSPS) 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 [SPTS.TSPS@TPSGC-PWGSC.GC.CA](mailto:SPTS.TSPS@TPSGC-PWGSC.GC.CA)***