



## **Advance Contract Award Notice (ACAN)**

**Title:** APEC SME Research Program

**Solicitation Number:** 24-253324

### **1. The purpose of an ACAN is:**

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 Requirement**

The Department of Foreign Affairs, Trade and Development's (DFATD) Office of the Chief Economist requires a resource to:

- Establish a network of experts in specific fields relating to Small and Medium-sized Enterprises (SMEs), including entrepreneurship and growth, international trade and globalization, supply chains, inclusiveness, sustainability/green/bio-circular, and digital adoption.
- Connect with international partners to develop links between experts and relevant counterparts in Asia-Pacific Economic Cooperation (APEC) economies, international organizations, and elsewhere.
- Establish and coordinate a policy-focused research program in the above-noted areas including the production of 8-12 studies on the above-mentioned topics.
- And hold conferences in Canada, uniting policymakers, and academics from across APEC economies to provide policymakers with the latest information and cutting-edge advice.

### **3. Criteria for assessment of the Statement of Capabilities provided**

Any interested supplier must demonstrate by way of a Statement of Capabilities that it meets the following minimum requirements:

- PhD in economics from a recognized academic institution with an established publication record on SME-related issues including from the perspective of the above noted specified fields.
- A track record of successfully organizing in-person conferences or workshops that bringing together policymakers and academics, including from outside of Canada.
- Must be a Canadian institution such as a university as they will be representing Canada with an international institution.
- Have experience in organizing and maintaining an international network of experts including academic researchers and policymakers.
- Have experience in working on issues relating to APEC or the Indo-Pacific region.



#### **4. 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 (CCoFTA),
- 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)

#### **5. Justification for the pre-identified supplier**

It is the intent of the department to enter a contract with the University of Calgary to support the Department of Foreign Affairs, Trade and Development's participation at the Asia Pacific Economic Cooperation (APEC) Small and Medium-Sized Enterprises Working Group (SME-WG). The contractor will be responsible for: establishing a network of Canadian researchers and experts from a variety of specializations relating to small and medium-sized enterprises (SMEs); running a research program and producing economic research on topics relating to SMEs; connecting to international partners to identify and develop links with relevant experts and researchers in other APEC economies, international organizations or elsewhere; and organizing a minimum of two, two-day conferences in Canada over the course of the (3) three-year project and write a summary report at the end of each conference.

The University of Calgary has demonstrated to DFATD the knowledge, the capacity, and the ability to deliver these services and respond to ad-hoc specific requirements. Consideration was also given to other organizations in Canada.

#### **6. Intellectual Property**

Ownership of any Foreground Intellectual Property arising out of the proposed contract will vest in the Contractor.

#### **7. Period of the Proposed Contract**

The proposed contract is for three (3) years, beginning December 2023.

#### **8. Estimated Value of the Proposed Contract**

The total estimated value of the contract is \$420,000.00 CAD excluding applicable taxes.



## 9. Closing Date and Time

The Closing Date and Time for accepting Statements of Capabilities is November 2018, 2023, at 2:00pm EDT.

## 10. Proposed Contractor

University of Calgary  
c/o Eugene Beaulieu  
Professor, Department of Economics and Director, International Policy, and Trade  
The School of Public Policy  
906 8<sup>th</sup> Ave., SW 5<sup>th</sup> Floor  
Calgary, AB  
T2P 1H9

## 11. Right of Suppliers

Suppliers who consider themselves fully qualified and available to provide the services or goods described in this ACAN must submit a Statement of Capabilities clearly demonstrating how they meet the advertised requirement. This Statement of Capabilities must be provided via e-mail only to the contact person identified in Section 10 of this Notice on, or before, the closing date and time of the Notice. If the Bidder can clearly demonstrate they possess the required capabilities, the requirement will be opened to electronic or traditional bidding processes.

## 12. Inquiries and Submission of Statements of Capabilities

Inquiries are to be directed to:

Tracy Langille  
Senior Procurement Officer  
200 Promenade du Portage  
Gatineau, QC  
K1A 0G4

E-mail : [Tracy.Langille@international.gc.ca](mailto:Tracy.Langille@international.gc.ca)

**Statements of Capabilities are to be submitted to the following email address:**

[Receptionsoumission-bidsreceiving.spp@international.gc.ca](mailto:Receptionsoumission-bidsreceiving.spp@international.gc.ca)