

ECCC Procurement & Contracting Division

Tender Notice Description Template for Procurement Officers

Title: Registrar Services in Support of Meteorological Service of Canada Enterprise Quality Management System for the ISO 9001 standard.

Solicitation Number: 5000068974

GSIN: R004A

Description:

1. Summary

To provide ISO 9001 registration services to Environment and Climate Change Canada (ECCC) for its Meteorological Service of Canada (MSC) Enterprise Quality Management System (QMS).

The MSC Enterprise (MSC-E) is composed of the MSC (4 Directorates: Canadian Centre for Meteorological and Environmental Prediction (CCMEP), Monitoring and Data Services Directorate (MDSD), Prediction Services Directorate (PSD) and Policy, Planning and Partnerships Directorate (PPP)) and its key partners: Atmospheric Science and Technology Directorate under ECCC Science and Technology Branch (STB), Applied Science Applications Directorate under ECCC Corporate Services and Finance Branch (CSFB), and Integrated High Performance Computing Management Directorate under Shared Services Canada (SSC).

The Contractor must perform the conformity assessment of the ISO 9001 certified MSC-E QMS, in accordance with ISO/IEC 17021 and IAF MD4. The Contractor must determine, with approval from the Project Authority (PA), the work processes and site visits (remote or in person) required to complete the conformity assessment.

The period of the Contract is from date of Contract to March 31, 2027 inclusive.

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional one (1) year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70 % for the technical merit and 30% for the price.

2. Security

There are no security requirements associated with this solicitation.

3. Integrity Provisions

Bidders must provide a list of names, or other related information as needed, pursuant to section 01 Integrity Provisions of Standard Instructions 2003.

4. Service Requirements

For services requirements, bidders in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the bid solicitation.

5. Trade Agreements

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA), the Canada–Chile Free Trade Agreement, the Canada–Colombia Free Trade Agreement, the Canada–Honduras Free Trade Agreement, the Canada–Korea Free Trade Agreement, the Canada–Panama Free Trade Agreement, the Canada-Peru Free Trade Agreement, the Comprehensive Economic Free Trade Agreement [CETA], the World Trade Organization – Agreement on Government Procurement [WTO-AGP], the Comprehensive and Progressive Agreement for Trans-Pacific Partnership [CPTPP] and the Canada-Ukraine Free Trade Agreement.

6. Social Procurement

Environment and Climate Change Canada supports the Government of Canada's social and economic objectives, including increasing the participation of businesses from under-represented groups in government procurement opportunities. As such, bidders owned or led by Canadians from under-represented groups, such as women, LGBTQ2+ persons, persons with disabilities and persons from visible minorities are encouraged to submit a bid to this opportunity.

7. Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

8. Official Languages

Environment and Climate Change Canada provides procurement services in both official languages. Bidders may submit a bid in the official language of their choice.

9. Additional Information

For additional information, interested suppliers must contact the Contracting Officer named in this Notice.