



Procurement Hub – Ottawa  
200 Kent Street  
Ottawa, ON K1A 0E6

27 July 2023

30004564

**TITLE: Professional Services required to operate a Tipster Line for the reporting of illegal fishing activity.**

**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:**

Fisheries and Oceans Canada has a requirement for an anonymous Tipster Line to report all received illegal fishing activity tips to Fisheries and Oceans Canada. The work will involve the following:

- 1) *Statistical Summary Reports* – The service provider will provide Fisheries and Oceans Canada with reports that consist of the following:
  1. Tip ID Number
  2. Date & Time the Tip was received
  3. Offense Type
  4. Status of the File
- 2) *Software* – The service provider will be required to provide access and ongoing training for any software that is to be used by Fisheries and Oceans Canada.

- 3) *Anonymity* – The service provider must ensure that any individual reporting any illegal fishing activity is able to do so anonymously.
- 4) *All Tips relating to illegal fishing activity* will be sent to Fisheries and Oceans Canada within 24 hours after completion of the vetting process (i.e., the process by which the relevance of the Tip is determined).

### **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 service provider must already have an established and reputable Tipster line that is used for the reporting of illegal activity.
- The service provider must have a coordinator who is in possession of a Top-Secret security clearance and is trained in proper intelligence handling.

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

This procurement is not subject to any trade agreements.

### **5. Justification for the Pre-Identified Supplier**

Fisheries and Oceans Canada has opted to proceed with a Pre-Identified Supplier due to a lack of evidence with regards to there being capacity in this field amongst other suppliers.

### **6. Government Contracts Regulations Exception(s):**

The following exception to the *Government Contracts Regulations* is invoked for this procurement under subsection 6 (d) only one person is capable of performing the work..

**Period of the proposed contract or delivery date:**

The proposed contract is for a period of 1 year, from *September 1<sup>st</sup>, 2023 to August 30<sup>th</sup>, 2024* with four (4) one-year option periods.

**7. Cost estimate of the proposed contract:**

The estimated value of the Contract is \$22,000.00/annum, taxes included.

**8. Name and address of the pre-identified supplier:**

***Crime Stoppers of Newfoundland and Labrador***

*P.O. Box 9700, Stn "A"*

*St. John's, NL A1A 3T5*

**9. 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.

**10. Closing date for a submission of a statement of capabilities**

The closing date and time for accepting statements of capabilities is ***August 18<sup>th</sup>, 2023 at 2:00 PM Eastern Time.***

**11. Inquiries and submission of statements of capabilities**

Inquiries and statements of capabilities are to be directed to:

*Joshua Bereza, Contracting Officer*

Email: [DFO.Tenders-Soumissions.MPO@dfo-mpo.gc.ca](mailto:DFO.Tenders-Soumissions.MPO@dfo-mpo.gc.ca)