

Notice of Proposed Procurement (NPP)
French and English Simultaneous Interpretation Services for In-Person, Virtual, and/or Hybrid Meetings/Events

GSIN: R109B – Language Interpretation Services, UNSPSC # 82112000

Reference Number:	1000032416	Solicitation Number:	1000032416
Organization Name:	Department of Justice Canada		
Solicitation Date:	August 15, 2023	Closing Date:	September 23, 2023
Anticipated Start Date:	October 01, 2023		
Standing Offer Duration:	The initial standing offer period will be from Standing Offer Issuance to March 31, 2025 with two (2) one (1) year Option Periods.		
Solicitation Method:	Competitive, Open RFSO		
Comprehensive Land Claim Applies:	No	Number of Standing Offers:	Up to 3 Standing Offer Agreements may be awarded

Applicable Trade Agreements:

- Canada Free Trade Agreement (CFTA)
- Canada Korea Free Trade Agreement (CKFTA)
- Canada-United States-Mexico Agreement (CUSMA)
- Canada-Chile Free Trade Agreement (CCFTA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)
- Canada-Columbia Free Trade Agreement (CCoIFTA)
- Canada-European Union Comprehensive Economic and Trade Agreement (CETA)
- Canada-Honduras Free Trade Agreement (CHFTA)
- Canada-Peru Free Trade Agreement (CPFTA)
- Canada-Panama Free Trade Agreement (CPanFTA)
- Canada Ukraine Free Trade Agreement (CUFTA)
- World Trade Organization Agreement on Government Procurement (WTO-AGP)

Requirement Details

Tendering Procedure: Open RFSO

Description of Work:

The Department of Justice Canada (JUS) has a responsibility under the Official Languages Act (OLA) to ensure meetings are available in the official language of the meeting attendee's choice. Simultaneous interpretation ensures that JUS is fulfilling this need by ensuring all attendees are able to share and connect in both Official Languages (French and English).

The Request for Standing Offer (RFSO) is for simultaneous interpretation services from French to English or English to French, on an 'as and when requested' basis. The requirement includes:

- Virtual interpretation provided across Canada,
- In-person interpretation provided in the National Capital Region (NCR), and
- Hybrid interpretation (in-person in NCR and virtual across Canada).

It is anticipated that there will be up to three (3) Standing Offers awarded as a result of this Request for Standing Offer from the date of issuance to March 31, 2025 with the option to extend up to two (2) additional one (1) year periods. Work will be allocated using the right of first refusal method

The Contractor is to provide simultaneous interpretation services for upcoming in-person, virtual, and/or hybrid events when having accepted an "as and when requested" service request from JUS. The simultaneous interpretation required will be limited to spoken information – The interpreters will not be required to interpret written information such as typed chat comments, PowerPoint slides, etc. The Contractor must provide qualified interpreters ready to provide services at the specified date(s) and time(s). It is possible that some meetings/events may need to be recorded. It is up to the Contractor to decide how many interpreters and which individuals are assigned to any meeting/event, based on the meeting/event duration, etc. so long as the simultaneous interpretation of spoken content provided meets JUS standards and consistent terminology is used.

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, offerors should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

Standing Offer Authority

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