



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Online Professional Services Division/Division des
services professionnels en ligne

PWGSC - TPSGC

CPSS ePortal

Gatineau

Quebec

K1A 0S5

Revision to a Request for Supply Arrangement - Révision à une demande pour un arrangement en matière d'approvisionnement

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions of
the Solicitation remain the same.

Ce document est par la présente révisé; sauf
indication contraire, les modalités de l'invitation
demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Online Professional Services Division/Division des
services professionnels en ligne
Terrasses de la Chaudière 5th Floor
Terrasses de la Chaudière 5e étage
10 Wellington Street,
10, rue Wellington,
Gatineau
Quebec
K1A 0S5

Title - Sujet TSPS Task - Quarterly bid solicitation TSPS Task - Quarterly bid solicitation		
Solicitation No. - N° de l'invitation E60ZT-18TSPS/D		Date 2023-06-30
Client Reference No. - N° de référence du client E60ZT-18TSPS		Amendment No. - N° modif. 003
File No. - N° de dossier 015zt.E60ZT-18TSPS	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$\$ZT-015-38715		
Date of Original Request for Supply Arrangement		2020-11-30
Date de demande pour un arrangement en matière d'app. originale		
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2028-07-04 Heure Normale du l'Est HNE		
Address Enquiries to: - Adresser toutes questions à: Team Leader - Chef d'équipe		Buyer Id - Id de l'acheteur 015zt
Telephone No. - N° de téléphone (343) 576-8807 ()	FAX No. - N° de FAX () -	
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.		

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Summary of changes – RFSA E60ZT-18TSPS/D (July 4, 2023)

New additions / amendments are highlighted in grey

MODIFY:

“Solicitation closes” on the cover page of the Request for Supply Arrangement (RFSA):

Delete: 2100-12-31

Insert: 2028-07-04

Delete the following title in its entirety:

THIS RFSA IS THE CONTINUATION OF THE QUARTERLY BID SOLICITATIONS OF THE RFSA
E60ZT-18TSPS/A
AS A RESULT OF THE METHOD OF SUPPLY NOW BEING PERPETUAL.

COMPONENT I – REQUEST FOR SUPPLY ARRANGEMENT (RFSA)

PART 1 - GENERAL INFORMATION

Delete:

1. Summary in its entirety

Insert:

1. Summary

This solicitation is to satisfy the Government of Canada’s requirement for the provision of non-IT-related task-based professional services at or above the Canada Korea Free Trade Agreement (CKFTA) threshold to locations throughout Canada, excluding locations in areas subject to any of the Comprehensive Land Claims Agreements. This Request for Supply Arrangement (RFSA) solicitation covers the Task and Solution Professional Services (TSPS) task based requirements. TSPS (task based) is a mandatory method of supply that offers federal departments the ability to compete their requirements to pre-qualified suppliers.

Note: the CKFTA threshold changes every two years and can be found on the Treasury Board of Canada Secretariat’s website: <https://www.canada.ca/en/treasury-board-secretariat/services/policy-notice/contracting-policy-notice-2019-4-trade-agreements-thresholds-update.html>.

The supply arrangements (SA) resulting from this RFSA solicitation may be used by Federal Departments users (clients) to fulfill their individual requirements. Only “pre-qualified suppliers” awarded a SA via this RFSA solicitation and qualified for the relevant Region, Metropolitan Area, Category, Level of Expertise and requirement-specific security clearance will be eligible to provide the requested services to the Federal Departments.

Changes affecting the Task and Solutions Professional Services (TSPS) Method of Supply (task based) are being implemented throughout this RFSA. Bidders are reminded of the importance of reading this document in its entirety, as well as all documents incorporated by reference. By submitting a bid, Bidders are acknowledging that they agree to the process, terms and conditions described in this RFSA.

The requirement is subject to the provisions of the **Canada-United Kingdom Trade Continuity Agreement (Canada-UK TCA)**, World Trade Organization Agreement on Government Procurement (WTO-AGP), Canada Korea Free Trade Agreement, (CKFTA), the Canadian Free Trade Agreement (CFTA), the Canada-European Union Comprehensive Economic and Free Trade Agreement (CETA), the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP), the Canada – Chile Free Trade agreement, the Canada – Colombia Free Trade agreement, the Canada – Honduras Free Trade agreement, the Canada – Panama Free Trade agreement, the Canada – Peru Free Trade agreement and the Canada – Ukraine Free Trade agreement.

This Request for Supply Arrangement (RFSA) has two components:

- **Component I and Attachment A to Component I** include the necessary information to submit a bid in response to this RFSA.
- **Component II and its Annexes** detail the terms and conditions of a resulting SA.

Delete:

2. Period of the resulting Supply Arrangements in its entirety

Insert:

2.Period of the resulting Supply Arrangements

The period of the Supply Arrangement is valid from the date of issuance until July 4, 2028, or until such time as Canada chooses to re-compete the Supply Arrangement or no longer deems the Supply Arrangements necessary or proceeds with a different procurement vehicle..

The Contractor grants to Canada the irrevocable option to extend the term of the Supply Arrangement by up to 5 additional year periods under the same conditions.

The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a Supply Arrangement amendment

Delete:

3. Aboriginal Set Aside in its entirety

Insert:

1. Indigenous Set Aside

The resulting Supply Arrangements from this solicitation can be used by Federal Department Users for requirements containing an **Indigenous** set aside under the federal government's Procurement Strategy for **Indigenous** Business (PSIB).

To be considered as an Indigenous Business under the PSIB, see Part 5 of Component I of this RFSA.

Delete:

5a. New bidders in its entirety

Insert:

5a. New bidders

New bidders must submit a bid in accordance with this RFSA by the closing date and time of the applicable Refresh Period, as indicated on the Solicitation Dashboard of the CPSS ePortal and comply with the mandatory requirements of this solicitation in order to be given consideration to be awarded a TSPS SA.

Delete:

6. Streams and Categories in its entirety

Insert:

6. Streams and Categories

TSPS has a total of 7 streams covering 86 categories

Each Stream is further subdivided into "Categories". A full description of the streams and categories can be found on the [TSPS web site: https://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/spctsc-tpscc-eng.html](https://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/spctsc-tpscc-eng.html)

It remains the bidders' responsibility to ensure that all requested categories are properly indicated in their electronic submission. If a category is not indicated, the supplier may be required to re-submit a bid under a subsequent refresh period in order to add the additional category (ies).

Note that Streams 6 and 7 are not part of the mandatory services categories, therefore it is not mandatory to use the method of supply to obtain those services.

For ease of reference, a list of the TSPS Streams are provided below. Each stream is further broken down into subsequent categories, which is accessible via the link provided above:

Stream 1: Human Resource Services;

Stream 2: Business Services / Change Management Services;

Stream 3: Project Management Services;

Stream 4: Real Property Project Management Services;

Stream 5: Technical Engineering and Maintenance Services (TEMS); and

Stream 6: Health Services (non-mandatory)

Stream 7: Learning Services for Government Owned Training (non- mandatory)

Canada reserves the right to add, modify or remove Streams and Categories in future refreshes or re-competitions.

Delete:

7. Tiers **in its entirety**

Insert:

7. Tiers

In regards to the SAs resulting from this RFSA, all **seven (7)** Streams are structured according to the following Tiers:

- Tier 1: Requirements valued at the CKFTA threshold up to and including \$3.75 million
- Tier 2: Requirements valued at more than \$3.75 million

Delete:

9. Minimum Security Requirement **in its entirety**

Insert:

9. Minimum Security Requirement

Before the issuance of a SA, the Bidder must hold at minimum a valid Designated Organization Screening (DOS), issued by the **Contract Security Program (CSP)** Public Works and Government Services Canada (PWGSC). If the bidder does not hold this minimum security clearance, TSPS will sponsor the bidder, upon request, in order to obtain this security clearance. TSPS will not consider security sponsorship of foreign bidders. Foreign bidders must hold a valid security clearance from their host country before they can request a Canadian equivalency. A foreign bidder that does not have a security clearance in its own country will first need to obtain a security clearance from their respective government and provide proof to the Supply Arrangement Authority.

Additional security information can be found in Part 4, article 5, Security Requirement of this solicitation document.

Delete:

11. Related Services and Requirements Covered by Other Supply Arrangements **in its entirety**

Insert:

11. Related Services and Requirements Covered by Other Supply Arrangements

- **ProServices**: The mandatory method of supply for the provision of all task-based professional services (IT, non IT and Alternate Resolution Services (ADR) below the Canada-Korea Free Trade Agreement (CKFTA) threshold is the ProServices supply arrangement: <https://www.tpsgc-pwgsc.gc.ca/app-acq/sp-ps/index-eng.html>.
- **TBIPS**: The mandatory method of supply for the provision of all IT-related task-based professional services at or above the Canada Korea Free Trade Agreement threshold is the Task-Based Informatics Professional Services (TBIPS) supply arrangement: <https://www.tpsgc-pwgsc.gc.ca/app-acq/sptb-tbips/index-eng.html>.
- **SBIPS**: The mandatory method of supply for the provision of all IT-related solution-based professional services is the Solution-Based Informatics Professional Services (SBIPS) supply arrangement: <https://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/spics-sbips-eng.html>.
- **TSPS Solution-based**: The mandatory method of supply for the provision of all non-IT-related solution-

based professional services is the TSPS solution-based supply arrangement: <https://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/spcts-tsps-eng.html>.

Delete:

12. Use of an e-Procurement Solution (EPS) in its entirety

Insert:

12. Use of an e-Procurement Solution (EPS)

PSPC is now using an e-procurement solution(EPS). TSPS has transitioned to this system and will now use it to award and amend SAs. We require potential bidders and existing suppliers to register for an ARIBA account immediately at the following link: [How to register your business | CanadaBuysys](#). Please note that the Centralized Professional Services System (CPSS) will remain active for bidders to submit their bid, suppliers to manage their account as well as access the reporting functions.

Delete:

13. Acronyms and Key Terms in its entirety

Insert:

13. Acronyms and Key Terms

ACRONYMS	
Buy and sell	Buyandsell.gc.ca
CanadaBuys	Homepage CanadaBuys
CETA	Canada-European Union Comprehensive Economic and Trade Agreement
CFTA	Canada Free Trade Agreement
CISD	Canadian Industrial Security Directorate
CKFTA	Canada-Korea Free Trade Agreement
CLCSA	Comprehensive Land Claims Settlement Area
CPSS	Centralized Professional Services System
DCC	Data Collection Component
DOS	Designated Organizational Screening
FCP	Federal Contractors Program
FSC	Facility Security Clearance
MSC	Main Supplier Contact
NPP	Notice of Proposed Procurement
PSIB	Procurement Strategy for indigenous Business
PWGSC	Public Works and Government Services Canada
QUR	Quarterly Usage Report
RFP	Request for Proposal
RFSA	Request for Supply Arrangement
SA	Supply Arrangement
SRCL	Security Requirement Check List
TSPS	Task and Solutions Professional Services

PART 2 - BIDDER INSTRUCTIONS

Delete:

1. Submission of Bids **in its entirety**

Insert:

1. Submission of Bids

Bidders must obtain the Bid Solicitation document posted on the **CanadaBuys** site found here: [TSPS Task – Quarterly bid solicitation – Tender Notice | CanadaBuys](#), and read it in its entirety. TSPS will only accept electronic submissions through the Data Collection component (DCC) of the Centralized Professional Services System (CPSS) ePortal.

Bidders who have an existing TSPS Supply Arrangement and want to add Streams/categories to their existing supply arrangement must identify these additions through a bid submission.

Delete:

9. Enquiries – Bid Solicitation **in its entirety**

Insert:

9. Enquiries – Bid Solicitation

All enquiries must be submitted in writing, using the TPSGC.SPTS-TSPS.PWGSC@tpsgc-pwgsc.gc.ca email address, no later than fifteen (15) calendar days before the quarter closing date and time. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the RFSA to which the enquiry relates. Care should be taken by suppliers to explain each question in sufficient detail in order to enable Canada to provide an accurate answer.

Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that Bidders do so, so that the proprietary nature of the question is eliminated, and the reply to the question be provided to all Bidders through an amendment to this RFSA posted on [TSPS Task - Quarterly bid solicitation - Tender Notice | CanadaBuys](#). Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

For more information regarding how to obtain the latest information about tender notices open to the public, Bidders are encouraged to visit the Follow Opportunities page on [CanadaBuys web site \(Tender opportunities | CanadaBuys\)](#).

Delete:**4. Bid Submission Grid in its entirety****Insert:****4. Bid Submission Grid**

The following Bid Submission Grid is provided to assist the New Bidders and the Existing Suppliers with their bid preparation and submission.

The following descriptions are provided:

- a) "INPUT IN DCC" indicates that the Bidder must input information into the DCC and ensure to click the <Submit> button.
- b) "CONFIRM IN DCC" indicates that the Existing Supplier must validate carried over information before ensuring to click the <Submit> button.
- c) "PROVIDE UPON REQUEST" indicates that the Bidder must provide the information/documentation by email upon request by Canada.

Column A	Column B	Column C
Description of DCC bid item:	New TSPS Bidder:	Existing TSPS Supplier:
	Is not an Existing Supplier (not a current Task-Based SA Holder).	Is an Existing Supplier who is currently a Task-based SA Holder.
Company information (Supplier Profile)	INPUT IN DCC	CONFIRM IN DCC
Regional Information (Region & Metropolitan Area selection)	INPUT IN DCC	CONFIRM IN DCC <u>&</u> INPUT IN DCC (for any new regions)
Technical Bid		
M.1 - Months in Business	INPUT IN DCC & PROVIDE UPON REQUEST	N/A
M.2 – Streams & Categories	INPUT IN DCC	INPUT IN DCC (for new Streams and Categories)
M.3 - References Substantiation	INPUT IN DCC	INPUT IN DCC (for new Streams and Categories)
M.4 – Confirmation of Business Volume – Financial Certification	INPUT IN DCC & PROVIDE UPON REQUEST	CONFIRM IN DCC & PROVIDE UPON REQUEST
Services Offering for SA (Levels of Expertise for Categories)	INPUT IN DCC	INPUT IN DCC (for new Streams and Categories)
Certifications		
Security	DCC	CONFIRM IN DCC
Federal Contractors Program for Employment Equity	N/A	N/A
Former Public Servant Certification (if applicable)	INPUT IN DCC	INPUT IN DCC

Indigenous Business Certification (where appropriate)	INPUT IN DCC (& PROVIDE UPON REQUEST if applicable)	INPUT IN DCC (& PROVIDE UPON REQUEST if applicable)
Grandfather Certification	N/A	INPUT IN DCC & PROVIDE UPON REQUEST
Work Force Reduction Program Certification (where appropriate)	INPUT IN DCC	INPUT IN DCC
Integrity Provisions / Code Of Conduct	INPUT IN DCC & PROVIDE UPON REQUEST	INPUT IN DCC & PROVIDE UPON REQUEST
Request for Security Sponsorship	INPUT IN DCC (if desired)	INPUT IN DCC (if desired)
Bidder's Statement	INPUT IN DCC & PROVIDE UPON REQUEST	INPUT IN DCC & PROVIDE UPON REQUEST

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

Delete:

2. Requesting Information/Clarification from Bidders in its entirety

Insert:

2. Requesting Information/Clarification from Bidders

During the course of the evaluation, bidders will be requested to provide information as deemed necessary by TSPS in order to fully evaluate the bidder's electronic submission. Such items may include but are not limited to:

- Proof of years in business (new bidders only)
- Bidder's Statement
- Grandfather Certification (existing bidders only)
- Proof of Security
- Indigenous Certification
- Integrity Provisions
- Financial statements /Invoices and/or contracts

TSPS reserves the right to request additional information in order to validate a bidder's submission. Should a copy of a specific contract/project be requested, the bidder must submit the requested copy and indicate the parts thereof which demonstrate compliance of the type of work that their company offers as per the tasks outlined for that category.

The bidder will have two working days (or a longer period if specified in writing by TSPS) to provide the necessary information to TSPS. Failure to meet this deadline may result in the bid or a part thereof being declared non-compliant.

An extension can be requested from TSPS if the bidder explains why one is needed. However, discretion remains with TSPS to decide to grant the extension or not.

Delete:**M.2 Identifications of Streams and Categories in its entirety****Insert:****M.2 Identifications of Streams and Categories**

The bidder must identify the TSPS Streams and Categories that they wish to include in their electronic bid submission through the DCC of the CPSS ePortal based on the type of work that their company offers. A full description of the streams/categories can be found on the TSPS web site at: <https://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/spctscscc-tspscscc-eng.html>.

To demonstrate the requirement in the DCC of the CPSS ePortal, the New bidder or the Existing Supplier who wishes to add additional streams and/or categories to its Current SA, must:

1. Identify the **Streams** as applicable to their submission
 - a) Identify any new Streams as 'Newly Offered'

Note: For existing suppliers who already are compliant in certain Streams, the DCC will automatically indicate those streams as 'Currently Offered'. No change is required.
 - b) Identify any Streams that are not being offered as 'Not Offered'.
2. Identify the **Categories** within the Streams identified above as applicable to their submission
 - a) Identify any new Categories as 'Newly Substantiated'

Note: For existing suppliers who already are compliant in certain Categories, the DCC will automatically indicate those categories as 'Currently Substantiated'. No change is required.
 - b) Identify any Categories that are not being offered as 'Not Offered'.

It remains the bidders' responsibility to ensure that all requested categories are properly indicated in their electronic submission.

Delete:**M.3 Reference Substantiation for each 'Newly Substantiated' Category (item 11) in its entirety****Insert:****M.3 Reference Substantiation for each 'Newly Substantiated' Category (item 11)**

1. For the evaluation of each newly substantiated category an email, similar to the example below, will be sent to the reference(s) indicated in the bid. The bidder will also be copied on the email that is sent to the reference(s) with the intent being that the bidder can follow up with their reference(s) to ensure a response is provided to TSPS. The Bidder cannot respond on behalf of the reference.

Hello,

Public Works and Government Services Canada (PWGSC) has received a bid from **[SUPPLIER LEGAL NAME] (o/a [SUPPLIER OPERATION NAME])** in an effort to pre-qualify in the Task and Solutions Professional Services (TSPS) method of supply. Your name has been provided as a reference.

A response to this e-mail is requested by **[7 DAYS FROM CURRENT DATE]**. If you have received either a similar reference request in the past from PWGSC or a

current request for some of these same services from the ProServices method of supply, please be aware that a separate response or re-confirmation is still required in this instance.

Please answer the following:

- a) Were the services identified in the below table provided to you by the company within the **last 5 years immediately prior to (day month year)** ?
(Yes/No: _____)
- b) Did you receive an invoice for the services identified in the below table?
(Yes/No: _____)
- c) Were the services provided by the supplier for the category(ies) indicated in the below table similar to the TSPS category(ies) descriptions, as found at the following hyperlink: <http://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/spctsc-tpscc-eng.html> ? (A Yes, No or Unable response is required to be input into the below table for each of the identified category(ies)).

[REFERENCE TABLE ENGLISH]

Note: The text below the column titled "Contract/Reference number" appears exactly as the bidder input it into their bid and therefore may not appear translated. Also, a response of 'Unable' should be used if you:

- are or have been employed by the bidder,
- acted as a consultant to the bidder,
- are on the Bidder's Board of Directors,
- are a parent, a subsidiary or an affiliate of the Bidder,
- are a member of a joint venture with the Bidder or any other entity that does not deal at arm's length with the Bidder,
- are a family member of the Bidder, or
- received volunteer work from the bidder.

Your response will be used to determine bid compliancy and may be shared with the bidder during a debriefing. Not responding to this email may render a portion of the bid or the bid in its entirety as non-compliant.

Should you have any questions at all regarding the above process please do not hesitate to send them in writing by return e-mail (TSPS.PWGSC@tpsgc-pwgsc.gc.ca).

Thank you,

Delete:

M.4.3 in its entirety

Insert:

M.4.3 TSPS reserves the right to verify that this Financial Certification was true as of the closing date and time of the quarterly bid solicitation that the bidder is submitting against by requesting additional financial information such as invoices and financial statements from the Bidder or by other means, at any time prior to SA award or during their performance, and that untrue statements may result in the bid being declared non-responsive or any other action which Canada may consider appropriate, including the suspension, withdrawal or set-aside of the Supplier's SA once the SA has been awarded.

Delete:

5.Security Requirement in its entirety

Insert:

5.Security Requirement

Before issuance of a supply arrangement, the following conditions must be met:

- a) The Bidder must hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada ,PWGSC; and,
- b) Each member of a Joint venture bidder must have a Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).

A bidder who is awaiting completion of the security clearance process is not "fully compliant" and cannot be issued a Supply Arrangement. In this case, the supplier's supply arrangement will be inactive until the supplier obtains its security clearance. TSPS will consider issuing a Supply Arrangement to this Supplier, once the required clearance is received and provided actions relating to this supplier have not occurred.

If the security clearance has not been obtained by the closing date and time of the RFSA or by the next re-competition process for TSPS, the supplier holding the inactive supply arrangement will return to the designation of a "New supplier" for the submission of a bid in response to a re-competition solicitation.

In the case of Joint Ventures (JV), the level of corporate security attainable through CSP of PWGSC for the Joint Venture entity is the level in common that is held by all members of the JV. For example: a Joint Venture with five (5) members is comprised of four members holding a valid Facility Security Clearance (FSC) at the Secret level and one member holding a valid Designated Organization Screening (DOS). The highest corporate security level for which the Joint Venture would be considered under the resulting SA framework would be DOS, until such time as the member holding a valid DOS clearance has requested sponsorship via the Supply Arrangement Authority and obtained a valid FSC at the secret level issued by CSP.

With respect to document safeguarding capability (DSC), a joint venture (JV) entity is not required to hold a DSC for each member of a JV entity in order to be considered having that capability. If only one member of the JV entity has obtained the DSC through the Contract Security Program (CSP) of PWGSC, the JV entity would be considered under the resulting supply arrangement (SA) framework to have the DSC. In the case of where multiple members of a JV entity have various levels of the DSC, the highest level of DSC will be considered should an SA be issued to the JV entity.

Bidders may request that TSPS consider security sponsorship for their company for the initial DOS clearance or to upgrade the supplier to the next security level. Such sponsorship is only available for one level of upgrade at

a time. This request may be made at any time before or after bid closing by sending the request to the following email address: tpsgc.spts-tsps.pwgsc@tpsgc-pwgsc.gc.ca. If sponsorship is anticipated, the supplier is encouraged to contact TSPS as soon as possible so that the process can be started. There is no need for the bidder to wait for the solicitation to close before advising TSPS of the need to be sponsored.

TSPS will not consider security sponsorship of foreign suppliers. Foreign suppliers must hold a valid security clearance from their host country before they can request a Canadian equivalency. A foreign supplier that does not have a security clearance in its own country will first need to obtain a security clearance from their respective government and provide proof to the SA Authority.

Delete:

Step 2 - Supplier Selection and Issuance of SA in its entirety

Insert:

Step 2 - Supplier Selection and Issuance of SA

Each responsive bid will be recommended for the issuance of a SA as per the terms stated in Component II – RESULTING SUPPLY ARRANGEMENT, BID SOLICITATION AND MODEL RESULTING CONTRACT CLAUSES.

Where an Indigenous Supplier qualifies for both an Indigenous and non- Indigenous SA, only one SA will be awarded. For research purposes in CPSS by clients departments, this SA can be used for both Indigenous and non-Indigenous.

All Bidders will be notified by email regarding the outcome of this RFSA solicitation.

PART 5 - CERTIFICATIONS

Delete:

d) Aboriginal Supplier Certification in its entirety

Insert:

d) Indigenous Supplier Certification

In accordance with the Procurement Strategy for Indigenous Business (PSIB) announced on March 27, 1996, requirements designated by federal government departments as set aside under PSIB will be restricted to qualified Indigenous businesses. Even though a procurement is set aside under PSIB, all applicable procurement policies and procedures must be followed.

Bidders must also ensure that they are listed in the Indigenous and Northern Affairs Canada's Indigenous Business Directory at <http://www.aadnc-aandc.gc.ca/eng/1100100033057/1100100033058> . Additional information on becoming an Indigenous supplier can also be found at the above mentioned link.

To demonstrate compliance with this certification, the bidder must:

- i. Answer the question to confirm if the bidder is an Indigenous bidder. If yes, complete the remainder of these fields within this certification in the CPSS ePortal (See Attachment A to Component 1 – Step by Step guide)
- ii. Complete and provide when requested by TSPS the Indigenous Certification that can be found below:

Indigenous Business Certification

(MANDATORY FOR SUPPLIERS SEEKING QUALIFICATION FOR Indigenous SA)

PLEASE COMPLETE ONLY ONE OF THE TWO (2) STATEMENTS BELOW:

I, _____ (**Insert Name of duly authorized representative of business**), want to be considered as an Indigenous and Non- Indigenous Supplier. []

I, _____ (**Insert Name of duly authorized representative of business**), want to be considered as an Indigenous supplier only. []

1. PLEASE COMPLETE THE INFORMATION REQUIRED BELOW

(a) I, _____ (**Insert Name of duly authorized representative of business**)

hereby certify that _____ (**Insert name of Supplier**) meets, and will continue to meet throughout the duration of the Indigenous SA, the requirements for this program as set out in the "[Requirements for the Set-Aside Program for Indigenous Business](#)", which document I have read and understand.

(b) The aforementioned business agrees to ensure that any subcontractor it engages with respect to any contract awarded under any resulting Indigenous SA will, if required, satisfy the requirements set out in "Requirements for the Set-Aside Program for Indigenous Business."

(c) The aforementioned business agrees to provide to Canada, immediately upon request, information to substantiate a subcontractor's compliance with this program.

PLEASE CHECK THE APPLICABLE BOXES IN 2 AND 3 BELOW

2. []

The aforementioned business is an Indigenous business which is a sole proprietorship, band, limited company, co-operative, partnership or not-for-profit organization,

OR []

The aforementioned business is a joint venture between two or more Indigenous businesses or an Indigenous business and a non-Indigenous business

3.

The Indigenous business or businesses have:

[]

fewer than six full-time employees

OR []	<i>six or more full-time employees</i>
<p>4. The aforementioned business agrees to immediately furnish to Canada, such evidence as may be requested by Canada from time to time, corroborating this certification. Such evidence will be open to audit during normal business hours by a representative of Canada, who may make copies and take extracts from the evidence. The aforementioned business agrees to provide all facilities for audits and to furnish information requested by Canada with respect to the certification.</p>	
<p>5. It is understood that the civil consequences of making an untrue statement in the bid documents, or of not complying with the requirements of the Program or failing to produce satisfactory evidence to Canada regarding the requirements of the Program, may include: forfeiture of the bid deposit; retention of the holdback; disqualification of the business from participating in future contracts under the Program; and/or termination of any contract awarded pursuant to the Indigenous SA. In the event that a contract is terminated because of an untrue statement or non-compliance with the requirements of the Program, Canada may engage another contractor to complete the performance of the contract and any additional costs incurred by Canada will, upon the request of Canada, be borne by the aforementioned business.</p>	

Signature of Authorized Representative:

Date:

Delete:

g) Integrity Provisions – Associated Information in its entirety

Insert:

g) Integrity Provisions – Associated Information

By submitting a bid, the bidder certifies that the bidder and its affiliates are in compliance with the provisions in the **2008 Standard Instructions**, Section 01: Integrity Provisions - Arrangement <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1>

Bidders who are corporate entities, including those bidding as joint ventures, must provide a complete list of names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;

Bidders submitting a bid as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners;

Bidders submitting a bid as societies, firms, partnerships, associates or associations of persons do not need to provide lists of names.

To demonstrate agreement with this certification, all bidders must:

- i. Select the checkbox applicable to this certification in the DCC of the CPSS ePortal (See Attachment A to Component 1 – Step by Step guide)
- ii. Provide when requested by TSPS the Integrity Provisions information found below:

*** **NEW FORM:** [List of names for integrity verification form - Government of Canada's Integrity regime - Accountability - PSPC \(tpsgc-pwgsc.gc.ca\)](#)

At the end of **g) Integrity Provisions – Associated Information**

Add the following section:

i) Greenhouse gas emission reduction targets and disclosure certification

Insert the following clause(s) in full text when suppliers are required to provide a certification demonstrating participation in a greenhouse gas (GHG) emissions disclosure, target-setting and reduction initiative such as the Net-Zero Challenge or equivalent, and certification is required precedent to issuance of the supply arrangement. Otherwise, delete and renumber accordingly. Use in conjunction with clauses [A3021C](#), [A3015T](#), [A3015C](#) and [A9076T](#), if applicable:

[A3017T](#)

COMPONENT II – RESULTING SUPPLY ARRANGEMENT, BID SOLICITATION AND RESULTING CONTRACT CLAUSES

PART A – SUPPLY ARRANGEMENT (SA)

Delete:

1. Supply Arrangement in its entirety

Insert:

1. Supply Arrangement

The Task-Based Professional Services Supply Arrangement (SA) is the mandatory method of supply for the provision of task-based, non-informatics professional Services at or above the Canada Korea Free Trade Agreement (CKFTA) threshold.

It covers **seven** core areas of expertise that are commonly and nationally used:

- Human Resources Services;
- Business Consulting/Change Management;
- Project Management;
- Real Property Project Management Services;
- Technical Engineering and Maintenance Services (TEMS);
- Health Services;
- Learning services

Note that the Health Services Stream and the learning services stream are not part of the mandatory services categories, therefore it is not mandatory to use these method of supplies to obtain those services.

Tasks are finite work assignments that require one or more consultants to complete. A task involves a specific start date, a specific end date and set deliverables. Tasks are usually not large projects, although they may be subsets of a larger project. Tasks may require highly specialized work to be performed requiring a rare or unique skill or knowledge for a short period of time.

The SA encompasses only those Services described under the Streams and category. Details of the general service definitions for the TSPS Task-Based Streams and Categories are available at the following PWGSC website: [TSPS - Streams and Categories: Table of Contents - Overview for TSPS - Professional Services - Buying and Selling - PSPC \(tpsgc-pwgsc.gc.ca\)](https://tpsgc-pwgsc.gc.ca). Those services are further identified in the case of each specific SA holder in Annex C– Qualified Categories at issuance of the SA.

In addition to the Clauses and Conditions enumerated in Section 3 below, contracts resulting from this SA can, at the discretion of Federal Department User (client), incorporate: Task Authorizations, various security requirements, options to extend the contract (within the scope of the applicable Tier), & Limitations of Expenditure & Liability.

Delete

3.1 Changes to the Supply Arrangement in its entirety

Insert:

3.1 Changes to the Supply Arrangement (evergreen clause)

From time to time, PWGSC may also amend any part of the Supply Arrangement as a result of a policy notification, legislation, or procedural change. Any such change will not affect existing contracts in place prior to the date of change. Notification of such change will be sent to suppliers via a generic email. Should a supplier not be in agreement with such modifications, and no longer wishes to be considered for requirements issued under the Supply Arrangement framework as a result of the changes, the supplier will notify the Supply Arrangement Authority and this supplier will no longer be on the list of qualified suppliers.

Delete:

4.1 Period of the Supply Arrangement in its entirety

Insert:

4.1 Period of the Supply Arrangement

The period of the Supply Arrangement is valid from date of issuance until July 4, 2028. or, until such time as Canada chooses to re-compete the Supply Arrangement, no longer deems the Supply Arrangements necessary, or proceeds with a different procurement vehicle.

The Contractor grants to Canada the irrevocable option to extend the term of the Supply Arrangement by up to a 5 additional year period under the same conditions.

The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a Supply Arrangement amendment.

Canada may, by notice in writing to all SA suppliers and by posting on the CanadaBuys website ([TSPS Task - Quarterly bid solicitation - Tender Notice | CanadaBuys](#)) cancel this SA or its Categories or Stream(s) by giving all SA suppliers at least 30 calendar days' notice of the cancellation.

As part of its continuous effort to make it easier for Suppliers to do business with Canada, Canada is making Supply Arrangements (SA) valid until July 4, 2028 or until such time as Canada:

1. exercise the option to extend the term of the supply arrangement, or
2. no longer deems the SAs necessary, or
3. chooses to re-compete the SA, or
4. chooses to proceed with a different procurement vehicle for the requirement if it considers such action appropriate.

A permanent notice will be posted on the Government Electronic Tendering Service (GETS) for the duration of the Supply Arrangement (SA) describing this procurement vehicle which will invite additional suppliers to submit bids to become pre-qualified Suppliers and to be issued SAs for the provision of Services.

New Suppliers: Throughout the Supply Arrangement Period, new bidders may submit bids to become pre-qualified Suppliers.

Existing pre-qualified Suppliers: This will also permit pre-qualified Suppliers to submit bids to modify their existing SA. No existing Supplier will be removed from the qualified supplier list because of the addition of new Suppliers.

Number of Supply Arrangements: The Supplier acknowledges that Canada may issue an unlimited number of Supply Arrangements and may continue to issue Supply Arrangements to suppliers throughout the Supply Arrangement period.

Evolving Requirement: During a Refresh process, Canada may add new and (or) remove and (or) modify existing streams and categories

Canada reserves the right to issue Supply Arrangements to bidders who qualify throughout the entire period of the Supply Arrangement.

Delete:

4.2 Ongoing Opportunity to Qualify in its entirety

Insert:

4.2 Ongoing Opportunity to Qualify

Ongoing opportunities enable the supplier to qualify for additional Categories to be added to its SA. Participation in the refresh solicitations is entirely optional and not required to maintain any TSPS SA.

This schedule may require a revision due to operational requirements, in which case Suppliers will be advised via the CPSS supplier dashboard.

FY Quarter	Opening Date (first business day of the month):	Closing Date (last business day of the month):	Estimated Award Date (Subject to Change)
Q1	April	June	End of September
Q2	July	September	End of December
Q3	October	December	End of March
Q4	January	March	End of June

Please note that the CPSS will not allow a bidder to submit another bid to a subsequent period until the results of their previously submitted bid is published.

Each quarter is assigned a period number which is reflected on the Solicitation Dashboard of the CPSS ePortal which will increase as quarters pass. Each period (i.e. Quarter) will automatically close in the Data Collection Component of the CPSS ePortal as per the date and time indicated on the Solicitation Dashboard of the CPSS ePortal. Data cannot be submitted against a “closed” period. Only those bidders who have submitted data by the closing date and time of a period will be evaluated. Please note that the DCC will not allow a bidder to submit another bid to a subsequent period until the results of their previously submitted bid is published.

Quarterly Refreshes allow new bidders to become qualified. New bidders may submit a bid for a Supply Arrangement at any time by responding to a Quarterly Refresh.

Existing pre-qualified Suppliers who have been issued a Supply Arrangement, will not be required to submit a new bid under Quarterly Refreshes. An existing Supplier may propose to modify its supply arrangement by submitting a bid against a Quarterly Refresh.

Canada will evaluate in each quarter those submissions received for that quarter as identified in the above table. This schedule may require a revision due to operational requirements and in which case bidders will be advised. Participation in a refresh evaluation is entirely optional and not required to maintain any Supply Arrangement.

5.1 Supply Arrangement (SA) Authority

Delete:

Facsimile: 819-956-8303

At section 10. Suspension or Cancellation of qualification by Canada

Add the following section

10.1 Corporate Changes to Suppliers

New Suppliers: If an existing supplier creates a new entity as a result of a corporate change that occurred less than one (1) year before the closing date of the specific quarter that is currently opened, (identified under item 4.3 of the Supply Arrangement), Canada may, despite the General Conditions 2020-3.e, consider all of the following:

1. the one (1) year minimum requirement to be met for the new entity, and
2. the transfer of a Supply Arrangement, and
3. allowing the carry-over of existing information already on file, if applicable,

Existing Suppliers: If an existing supplier undergoes a corporate change, Canada may, despite the General Conditions 2020-3.e, consider all of the following:

1. the transfer of a Supply Arrangement, and
2. allowing the carry-over of existing information already on file, if applicable,

The new/existing supplier must certify to all of the following:

- a) The corporate change was solely for tax or other purposes unrelated to the business of the other legal entities;
- b) The corporate change does not affect the ability of the new/existing supplier to carry on the business that had been carried on by the previous legal entity or entities;
- c) The new/existing supplier has carried on the business on behalf of all of the other legal entity or entities involved, uninterrupted from the date of the corporate change;
- d) The new/existing supplier maintains the same assets, undertakings, operational capability, skills and resources as the other legal entity or entities had maintained before the corporate change;
- e) The other legal entity or entities has or have each carried on business, uninterrupted and in the normal course, for at least one (1) year;
- f) The new/existing supplier did not reorganize or restructure due to bankruptcy;
- g) The new/existing supplier and its affiliates are in compliance with the 'Integrity Provisions' certification; and
- h) The new/existing supplier is security cleared to the same level as the other legal entity or entities.

In order for the information from one Supply Arrangement to be transferred to the new/existing supplier, the new/existing supplier must submit an electronic bid through the Centralized Professional Services System (CPSS) ePortal (<https://sspc-fournisseur-cpss-supplier.tpsgc-pwgsc.gc.ca/IndiquerouvertureSession-ShowLogin-Eng.action>).

The timeline to process the transfer of information from one Supply Arrangement to the new/existing supplier in the CPSS e-Portal may take up to six months as the submission will be evaluated along with all other bids submitted under the quarter that is being evaluated.

Delete:

11. Aboriginal Business Certification (if applicable) in its entirety

Insert:**11. Indigenous Business Certification (if applicable)**

11.1 Where an Indigenous Business Certification has been provided, the Supplier warrants that its certification of compliance is accurate and complete and in accordance with the "Requirements for the Set-aside Program for Indigenous Business" detailed in Annex 9.4 of the Supply Manual.

Delete:**16. Regions and Metropolitan Areas in its entirety****Insert:****16. Regions and Metropolitan Areas**

Definitions of the Remote/Virtual Access, Regions and Metropolitan Areas (<http://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/dznrrm-dnzrma-eng.html>) are incorporated by reference into this SA. For the purposes of this SA, the Remote/Virtual Access is to be considered as another Region.

The following Regions and Metropolitan Areas may receive professional services under this SA where a Supplier is qualified to do so:

Regions: Metropolitan Areas

- National Capital: National Capital Region
- Atlantic: Halifax, Moncton
- Québec: Montreal, Québec City
- Ontario: Toronto
- Western: Calgary, Edmonton, Saskatoon, Winnipeg
- Pacific : Vancouver, Victoria
- Remote/Virtual Access: This is a separate region and does not include any of the other Regions or Metropolitan Areas mentioned above. It is a region that is used when a Client has no preference in terms of where the work is performed

After section 17. Transition to an e-Procurement Solution (EPS)**Add the following section****18. Proactive Disclosure of Contracts with Former Public Servants (if applicable)**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](http://laws-lois.justice.gc.ca/eng/acts/P-36/FullText.html) (PSSA) (<http://laws-lois.justice.gc.ca/eng/acts/P-36/FullText.html>) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](https://www.canada.ca/en/treasury-board-secretariat/services/policy-notice/2012-2.html) (<https://www.canada.ca/en/treasury-board-secretariat/services/policy-notice/2012-2.html>) of the Treasury Board Secretariat of Canada.

PART B - BID SOLICITATION

Under section **2. Bid Solicitation Process**

Delete:

2.1 General in its entirety

Insert:

2.1 General

Bids will be solicited for specific requirements within the scope of the SA from Suppliers who have been issued a SA.

A bid solicitation will be posted on the [CanadaBuys](#) website (or as applicable with a GoC web-based electronic procurement tool) or will be e-mailed directly to Supplier, depending on the selection methodology selected by the Client. Both methods of selection require that a notice of proposed procurement (NPP) be published simultaneously on [CanadaBuys](#) with the issuance of the invitation to suppliers.

Canada may consolidate requirements across Clients and award Contracts on a periodic basis to receive best or better pricing.

Delete:

- i. **Requirements whose value is equal to or greater than the CKFTA Threshold (applicable taxes included) in its entirety:**

Insert:

- i. **Requirements whose value is equal to or greater than the CKFTA Threshold (applicable taxes included):**

Clients may issue a contract to a Supplier satisfying the requirement particulars as set out in the bid solicitation in accordance with the following (a minimum of fifteen Suppliers, must be invited via e-mail to submit a bid):

- a) selecting by name ten Suppliers from the CPSS Client Module, with the additional five randomly selected by the CPSS Client Module, or
- b) selecting more than ten Suppliers from the Client Module, in which case five additional Suppliers will be randomly selected by the CPSS Client Module, or
- c) selecting less than ten Suppliers from the Client Module, in which case the CPSS Client Module will randomly select a number of Suppliers that, in addition to the Suppliers selected by the Client, will

- total fifteen, or
- d) if the number of Suppliers that meet the requirement is less than fifteen, all Suppliers will be automatically selected by the CPSS Client Module, and
 - e) the Client will publish a Notice of Proposed Procurement (NPP) (<https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/section/4/75/15>) on the CanadaBuys website in which the Client identifies those invited Suppliers as per (a) through (d) above.

2.4 Tier 2 Requirements:

Delete:

- ii. in its entirety

insert:

- ii. a notice of proposed procurement (NPP) will be published simultaneously on the CanadaBuys website in which the Client identifies those invited Suppliers.

PART C - RESULTING CONTRACT CLAUSES

Delete:

- 1. General Conditions – Higher Complexity – Services in its entirety

Insert:

1. General Conditions – Higher Complexity - Services

The conditions of any contract awarded under this Supply Arrangement will be in accordance with: 2035ACB (2023-04-20) General Conditions - Higher Complexity – Services.

Annex B

TSPS Generic Security Requirements Check Lists (SRCLs)

Add the following section:

Note: SA refers to the Supply Arrangement.

Note to Bidder: It is mandatory to have a minimum security clearance of DOS Reliability prior to issuance of a TSPS Supply Arrangement. Should your company require sponsorship at the minimum DOS Reliability level, it is suggested suppliers send an email request to the TSPS general email account at tpsgc.spts-tsp.pwgsc@tpsgc-pwgsc.gc.ca as soon as possible.

Add the following section:

Annex C - Qualified Categories

Annex C to Component II (SA): Qualified Categories

Annex C to Component II will be completed and attached to the TSPS Supply Arrangement upon award.

Attachment A to Component I

Under “Log into the Supplier Module of the CPSS ePortal”

Delete

Item 4. **In its entirety**

Insert:

4. From the ‘Open Solicitations’ section of the Solicitation Dashboard page, click on the link of the current opportunity for the Task-based supply arrangement (solicitation and/or period number as determined by the current tender notice posted on CanadaBuys [TSPS Task - Quartely bid solicitation - Tender Notice | CanadaBuys](#)

Under “select categories to Offer- new Bidders

Delete:

Item 3. **In its entirety**

Insert:

3. For every Category you wish to substantiate, select ‘Newly Substantiated’ from its dropdown.

Under “ Select Categories to Offer- Existing Suppliers

Delete:

Item 5 **In its entirety**

Insert:

5. If you wish to add a Newly Unsubstantiated Category, select ‘Newly Unsubstantiated’ from its dropdown.

Please note: ‘Newly Unsubstantiated’ Categories are awarded only under the conditions specified in **Mandatory Criteria M.2.1** of Part 4 - Technical Evaluation – Mandatory criteria and are not awarded against Categories that were awarded in previous solicitations.