

PWGSC Learning Services SO/SA Overview

The Government of Canada purchases professional services through contract vehicles such as standing offers (SO) and supply arrangements (SA). In some cases, the use of an SO or SA is mandatory.

The Learning Services SO and SA are the two mandatory contract vehicles for contracts related to the design, development and delivery of a range of learning services including traditional classroom learning, blended learning and eLearning.

Description	Solicitation Highlights
<p>PWGSC Learning Services SA</p> <p>The Learning Services SO/SA comprises two mandatory procurement tools for most purchases of learning services to be provided to locations across Canada. It includes all aspects of the design, development and delivery of classroom learning, blended learning and eLearning product development. In general, the provision of services involves the development and delivery of government-owned materials.</p> <p>The Learning Services SO/SA includes the streams and categories listed in Attachment #1.</p> <p>By qualifying for Learning Services, your firm will become eligible to provide services to support the Government of Canada's learning services activities including the provision of advice, instructional design and development, eLearning product development, and multi-media design and development.</p> <p>The Learning Services SA is for contracts of any dollar value, typically awarded using a best value (technical + financial) evaluation. The Learning Services SO is for contracts of any dollar value, up to \$250,000, to be awarded on a ranked (low cost) right of first refusal basis.</p>	<p>The Learning Services SO and SA are currently closed for bids. A renewal for both the SO and SA is anticipated for September 2016.</p> <p>The previous solicitation can be found at: https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZH-121-28308.</p> <p><u>Key Requirements:</u></p> <ul style="list-style-type: none"> • Three years in business • A minimum dollar value of billed services relevant to each proposed stream (the amount varies, please see Attachment #1 for details of stream-specific requirements) • Security clearance (prior to SA award) <p>A proposal requires both a hard copy and the entry of data into the Centralized Professional Services System (CPSS).</p>

Attachment #1 - Learning Services Stream Details

Stream	Categories	Stream Specific RFSA Requirements
Stream 1 Strategic Learning Advisory Services	<ul style="list-style-type: none"> • Strategic Learning Advisor 	Minimum dollar value billed of \$150,000 for work related to the stream ¹ within the last five years.
Stream 2 Instructional Design and Development	<ul style="list-style-type: none"> • Instructional Designer • Content Subject Matter Expert • Technical Writer 	Minimum dollar value billed of \$300,000 for work related to the stream ¹ within the last five years. AND Minimum dollar value billed of \$100,000 for Technical Writing services within the last five years.
Stream 3 Custom e-Learning Product Programming	<ul style="list-style-type: none"> • Custom eLearning Product Programmer 	Minimum dollar value billed of \$300,000 for work related to the stream ¹ within the last five years.
Stream 4 Rapid e-Learning Product Programming	<ul style="list-style-type: none"> • Rapid eLearning Product Programmer 	Minimum dollar value billed of \$150,000 for work related to the stream ¹ within the last five years.
Stream 5 Quality Assurance <i>[N.B. QA of eLearning products only]</i>	<ul style="list-style-type: none"> • Quality Assurance Specialist • Tester 	Minimum dollar value billed of \$50,000 for work related to the stream ¹ within the last five years.
Stream 6 Multimedia Design and Development	<ul style="list-style-type: none"> • Graphic Designer • Photographer • Animator • Video Producer • Audio Producer • Multimedia Director • Narrator 	Minimum dollar value billed of \$300,000 for work related to the stream ¹ within the last five years.
Stream 7 Project Management	<ul style="list-style-type: none"> • Project Manager 	Minimum dollar value billed of \$150,000 for work related to the stream ¹ within the last five years.
Stream 8 Training Delivery	<ul style="list-style-type: none"> • Training Facilitator • Instructor <ul style="list-style-type: none"> ○ Human Resources ○ Finance ○ Management Skills ○ Leadership Development ○ Change Management ○ Project Management ○ Career Counselling ○ Environment ○ Energy Management ○ Military Occupation Training ○ Public Safety ○ Health & Safety ○ Information Technology ○ Health Services ○ General (subject area to be identified in the resulting call-up or bid solicitation) 	Minimum dollar value billed of \$150,000 for work related to the stream ¹ within the last five years.

¹ See RFSA (<https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZH-121-28308>) for definitions