

## 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><b>PWGSC Learning Services SO and SA</b></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/SA is currently closed for bids. Learning Services (SA only) is anticipated to be open to bids in January 2019. The previous solicitation can be found at: <a href="https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZH-155-33689">https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZH-155-33689</a>.</p> <p><u>Key Requirements:</u></p> <ul style="list-style-type: none"> <li>• Three years in business</li> <li>• 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)</li> <li>• A reference for each category (role) being offered (organization, client name/title, contact information, contract number and project title)</li> <li>• Security clearance (prior to SA award)</li> </ul> <p>A proposal requires both an email submission (to be provided when requested) 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
<b>Stream 1</b> Strategic Learning Advisory Services	<ul style="list-style-type: none"> <li>• Learning Advisor</li> </ul>	Minimum dollar value billed of \$150,000 for work related to the stream within the last three years.
<b>Stream 2</b> Instructional Design and Development	<ul style="list-style-type: none"> <li>• Learning Designer</li> <li>• Content Subject Matter Expert</li> <li>• Technical Writer</li> </ul>	Minimum dollar value billed of \$150,000 for work related to the stream within the last three years.
<b>Stream 3</b> Custom and Rapid Learning Product Programming	<ul style="list-style-type: none"> <li>• Advisor in e-Learning and Learning Technology</li> <li>• Custom eLearning Product Programmer</li> <li>• Rapid eLearning Programmer</li> <li>• Quality Assurance Specialist</li> <li>• Tester</li> </ul>	Minimum dollar value billed of \$150,000 for work related to the stream within the last three years.
<b>Stream 4</b> Multimedia Design and Development	<ul style="list-style-type: none"> <li>• Graphic Designer</li> <li>• Photographer</li> <li>• Animator</li> <li>• Video Producer</li> <li>• Audio Producer</li> <li>• Multimedia Director</li> <li>• Narrator</li> </ul>	Minimum dollar value billed of \$150,000 for work related to the stream within the last three years.
<b>Stream 5</b> Training Delivery	<ul style="list-style-type: none"> <li>• Instructor               <ul style="list-style-type: none"> <li>○ General (subject area to be identified in the resulting call-up or bid solicitation)</li> <li>○ Human Resources</li> <li>○ Finance</li> <li>○ Health Services</li> <li>○ Military Occupation Training</li> <li>○ Management Skills</li> <li>○ Public Safety</li> <li>○ Health &amp; Safety</li> <li>○ Leadership Development</li> <li>○ Change Management</li> <li>○ Career Counselling</li> <li>○ Environment</li> <li>○ Energy Management</li> <li>○ Project Management</li> <li>○ Information Technology</li> </ul> </li> <li>• Training Facilitator</li> </ul>	Minimum dollar value billed of \$150,000 for work related to the stream within the last three years.
<b>Stream 6</b> Training Evaluation Services	<ul style="list-style-type: none"> <li>• Evaluator</li> </ul>	Minimum dollar value billed of <u>\$50,000</u> for work related to the stream within the last three years.
<b>Stream 7</b> Project Management	<ul style="list-style-type: none"> <li>• Project Manager</li> </ul>	Minimum dollar value billed of \$150,000 for work related to the stream within the last three years.