

## 1.0 TSPS Task-Based 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 Task and Solutions Professional Services (TSPS) Task-Based Supply Arrangement is one of several mandatory contract vehicles for contracts in the following streams: Human Resources, Business Consulting/Change Management, Project Management, Real Property Project Management, Technical Engineering and Maintenance Services (TEMS). The other related contract vehicles are the TSPS Solutions-Based SA, and the ProServices SA.

Supply Arrangement Description	Solicitation Details
<p>The TSPS Task-Based SA is a mandatory procurement tool for task-based professional services. Task-based services generally involve the assignment of a resource or group of resources to complete a well-defined set of deliverables/responsibilities on a per diem basis. The specific categories are listed on the next page.</p> <p>The TSPS Task-Based SA includes the streams and categories listed in Attachment #1.</p> <p>By qualifying for the TSPS Task-Based SA, your firm becomes eligible to provide task-based services to the federal government for contracts valued over \$100,000 (CKFTA threshold). Specific contracts are typically awarded using a best value (technical + financial) evaluation. There are two tiers for the supply arrangement:</p> <ul style="list-style-type: none"> <li>• Tier 1: Contracts from \$100,000 to \$3,750,000</li> <li>• Tier 2: Contracts over \$3,750,000</li> </ul> <p><b>Note:</b> The TSPS Task Based Standing Offer (SO) method of supply has been discontinued and expires May 31, 2021.</p>	<p>The TSPS Task-Based SA renewal was posted on December 1, 2020 and is open for bids indefinitely.</p> <p>Submissions for new suppliers or existing suppliers looking to add categories are due quarterly, on the last business day of the month, in March, June, September and December.</p> <p>The solicitation can be found at:  <a href="https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZT-015-38715">https://buyandsell.gc.ca/procurement-data/tender-notice/PW-ZT-015-38715</a>.</p> <p><b>Key Requirements:</b></p> <ul style="list-style-type: none"> <li>• Minimum of three (3) years in business</li> <li>• Must have invoiced a gross business volume in sales of at least \$500,000 (Tier 1) or \$1,000,000 (Tier 2) over the past five (5) years.</li> <li>• A reference client contact (no project write-up necessary) for categories you have supplied in the past five (5) years and that you wish to qualify for.</li> <li>• Streams 1-5: Minimum of two Tier 1 or four Tier 2 categories demonstrated <i>for each stream proposed</i></li> <li>• Stream 6: At least one category demonstrated in the stream for either Tier 1 and/or Tier 2 of the SA</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>

### TPC Proposal Support Packages for TSPS Task-Based SA Proposals

Support	Services Included	Cost (HST or GST Extra)
Full Turnkey Support	<ul style="list-style-type: none"> <li>• Request for Supply Arrangement (RFSA) review and amendment monitoring</li> <li>• Coaching and consultation throughout the proposal development process</li> <li>• Easy-to-use Information Collection templates</li> <li>• Preparation of all aspects of the proposal including the entry of data to the CPSS system and support for the follow-on email request</li> <li>• A 1-hour meeting or remote session to review and submit the online portions of the proposal</li> </ul>	<p>Contact  <a href="mailto:info@theproposalcentre.ca">info@theproposalcentre.ca</a>            today for a quote</p>

## Attachment #1: TSPS Streams and Categories

<b>1. HUMAN RESOURCES SERVICES</b>	<b>2. BUSINESS CONSULTING / CHANGE MANAGEMENT</b>
1.1 Human Resources Consultant 1.2 Organizational Design and Classification Consultant 1.3 Employment Equity Consultant 1.4 Employee Relation Consultant 1.5 Compensation Consultant 1.6 HR Information System Consultant 1.7 Leadership Development Consultant 1.8 Staffing Consultant 1.9 HR Policy Development Consultant 1.10 HR Assistant Consultant	2.1 Business Analyst 2.2 Business Continuity Consultant 2.3 Business Consultant 2.4 Organization Development Consultant 2.5 Business Process Consultant 2.6 Change Management Consultant 2.7 Needs Analysis and Research Consultant 2.8 Business Architect 2.9 Statistical Analyst 2.10 Knowledge Management Consultant 2.11 Information/Records Management/Recordkeeping Specialist 2.12 Evaluation Services Consultant 2.13 Performance Measurement Consultant 2.14 Subject Matter Expert 2.15 Facilitator Consultant
<b>3. PROJECT MANAGEMENT SERVICES</b>	<b>4. REAL PROPERTY PROJECT MANAGEMENT SERVICES</b>
3.1 Project Administrator 3.2 Project Manager 3.3 Project Leader/Executive 3.4 Project Planner 3.5 Quality Assurance/Management Specialist 3.6 Risk Management Specialist 3.7 Procurement Specialist 3.8 Financial Specialist 3.9 Project Monitor 3.10 Technical Writer 3.11 Communications Consultant	4.1 Project Administrator for Real Property 4.2 Project Manager for Real Property 4.3 Project Leader for Real Property 4.4 Project Planner for Real Property 4.5 Financial/Cost Specialist for Real Property 4.6 Portfolio Planner for Real Property 4.7 Claims Analyst
<b>5. TECHNICAL, ENGINEERING AND MAINTENANCE SERVICES</b>	
5.1 Draftsperson / Illustrator 5.2 Technician 5.3 Engineering Graduate 5.4 Professional Engineer (P.ENG) 5.5 Clothing Technologist 5.6 Textile Technologist 5.7 Personal Protection Equipment Technologist 5.8 Nuclear/Biological/Chemical (NBC) Personal Protection Technologist 5.9 Handwear/Knitted Footwear and Accessories Technologist 5.10 Footwear Technologist 5.11 Pattern Design, Development, and Sizing Technologist 5.12 Clothing and Personal Protection Equipment Design and Prototyping Technologist 5.13 Badges/Insignia/Ceremonial Accoutrements Technologist 5.14 Integrated Logistics Support (ILS) Specialist 5.15 Technical Clerk 5.16 Life Cycle Management Specialist	

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## **6. HEALTH SERVICES**

- 6.1 Registered Nurse
- 6.2 Nurse Practitioner
- 6.3 Licensed Practical Nurse or Registered Practical Nurse
- 6.4 Nurse Aides
- 6.5 Primary Care Paramedic
- 6.6 Physician
- 6.7 Psychologist
- 6.8 Clinical Social Worker