

**NOTICE OF PROPOSED PROCUREMENT (NPP) – Solicitation Number 2024-00346**

**Title :** Media Relations Training for CFIA Spokespeople

This bid solicitation is being issued to satisfy the requirement of the **Canadian Food Inspection Agency** (CFIA) (the « **Client** »), for a personalization of the Contractor's existing web-based interactive training on Media Relations Training including course materials, a course syllabus and the delivery of the course.

**Proposed Contract Period :**

It is intended to result in the award of one (1) Contract for an initial contract period from Contract Award to March 31<sup>st</sup>, 2024.

**Conditional PSIB Set-Aside :**

This procurement is conditionally set aside under the federal government Procurement Strategy for Indigenous Business (PSIB). For more information on Aboriginal business requirements of the Set-aside Program for Indigenous Business, refer to Annex 9.4 of the Supply Manual.

This procurement is conditionally set aside from the international trade agreements under the provision each has for measures with respect to Aboriginal peoples or for set-asides for small and minority businesses. Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

This is a competitive bid solicitation however, this solicitation will be reserved for Indigenous Businesses if both of the conditions detailed in the Request for Proposal (RFP) are met. If the conditions are not met, the procurement will remain open for competition among all suppliers.

**Security Requirements :**

There is no Security Requirements associated with the requirement.

**Inquiries regarding this requirement** must be submitted to the Contracting Authority :

**Catherine Clairoux**

Senior Procurement and Contracting Officer  
Contracting and Procurement Policy Division  
Canadian Food Inspection Agency  
59 Camelot Dr. Nepean, ON K2G 5W6  
[catherine.clairoux@inspection.gc.ca](mailto:catherine.clairoux@inspection.gc.ca)

Responses to this solicitation are to be sent by email to the Contract Authority at the following email address: [cfia.bidreceipt-receptiondesoumission.acia@canada.ca](mailto:cfia.bidreceipt-receptiondesoumission.acia@canada.ca).

The Bid Receiving Email Address is Solely for Delivery of Bids: for the sole purpose of bid submission. No other communications are to be forwarded to this email address.

**SOLICITATION CLOSING DATE: December 18<sup>th</sup>, 2023 at 2pm EDT**