

## NOTICE OF PROPOSED PROCUREMENT (NPP)

GSIN: - R117A Paper Shredding & R117AA Mobile Shredding Services (80161508)

<b>Reference Number:</b>	<i>5X001-24-0051A</i>	<b>Solicitation Number:</b>	<i>5X001-24-0051A</i>
<b>Organization Name:</b>	<i>Courts Administration Service</i>		
<b>Solicitation Date:</b>	<i>2024-04-23</i>	<b>Closing Date:</b>	<i>2024-05-08 at 02:00 PM Eastern Daylight Time EDT</i>
<b>Anticipated Start Date:</b>	<i>2024-06-10</i>		
<b>Estimated Delivery Date:</b>	<i>N/A</i>	<b>Estimate Level of Effort:</b>	<i>Monthly Pick Up and AdHoc Pick Up</i>
<b>Contract Duration:</b>	<i>The contract period will be for one (1) year from the date of contract with an irrevocable option to extend it for up to three (3) additional one (1) year option periods.</i>		
<b>Solicitation Method:</b>	<i>Competitive</i>	<b>Applicable Trade Agreements:</b>	<i>Canada Free Trade Agreement (CFTA)</i>
<b>Comprehensive Land Claim Agreement Applies:</b>	<i>No</i>	<b>Number of Contracts:</b>	<i>1</i>

### Requirement Details

**Tendering Procedure:** Competitive

This requirement is open on Canada Buys in the National Capital Region.

#### **Description of Work:**

Courts Administration Service (CAS) requires the services of a Contractor to provide a monthly recurring purge of a minimum of 96 (1.2 cu ft) banker boxes, with additional requirements for bulk shredding pick ups during the year. Note: We are currently using 1.2 cu ft, however pricing is also being requested for 2.4 & 3.6 cu ft banker boxes should there be a need in the future.

**Security Requirement:** Secret

### Contract Authority

**Name:** Leticia Obeng-Asante

**Email Address:** [Leticia.Obeng-Asante@cas-satj.gc.ca](mailto:Leticia.Obeng-Asante@cas-satj.gc.ca)

### Inquiries

Inquiries regarding this RFP requirement must be submitted to the Contracting Authority named above. Request for Proposal (RFP) documents will be downloaded directly from the CanadaBuys website.

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