

**REQUEST FOR INFORMATION (RFI)
AS TO THE FUTURE AVAILABILITY OF SPACE FOR LEASE
IN THE CITY OF IQALUIT**

Public Services and Procurement Canada (PSPC) is asking interested Registered Inuit Firms to provide information for potential lease of office and/or warehouse space to meet future requirements, including:

- Contiguous office space of 200.0 usable square metres (um²) or greater;
- Contiguous warehouse space of 200.0 usable square metres (um²) or greater.

Section A: Space Requirements

- the proposed space should satisfy or be capable of satisfying the following criteria:
 - be located in the City of Iqaluit;
 - a lease term of approximately ten (10) years, commencing between 2026 to 2031;
 - the office space must be fully accessible to persons with a disability;
 - the physical characteristics of the lands and the building and the area and environment surrounding it, including neighbouring land uses, shall be compatible with the Lessee's intended use of the accommodation;
 - on or before the lease commencement date, the proposed space will have to comply with all requirements contained in PSPC's *Standards for Leased Accommodation*, a copy of which may be obtained from the contact listed in Section G.

Section B: Responses

Registered Inuit Firms are requested to submit their response to this RFI in writing to the following address:

Public Services and Procurement Canada
Suite 1000, 9700 Jasper Avenue
Edmonton, Alberta
T5J 4C3
Attention: Christie Koch

or by email to the contact listed below in Section G.

Section C: Responses Requested by

Responses will be accepted on an ongoing basis. Registered Inuit Firms are invited to contact the individual listed in Section G to be included in a representative list for future requirements.

Section D: Inuit Firm Registry

To take advantage of future lease opportunities, Inuit firms are encouraged to register with the Inuit Firm Registry (IFR) of Nunavut Tunngavik Incorporated (NTI). In doing so, PSPC leasing authorities will be better able to determine capacity and may limit the tendering process to Registered Inuit Firms only. Therefore, we strongly encourage all eligible firms and business owners to register as an Inuit firm, if their status allows it. To access the eligibility criteria or for information on the Inuit Firm Registry process, please visit the [Nunavut Tunngavik Incorporated website](#).

Section E: Information Provided by Registered Inuit Firms

Information provided should include:

- the measured area and type of space;
- date the space will be available;
- the location and municipal address of the building;
- current zoning;
- specific location of space within the building;
- details addressing the criteria listed above in Section A.

Section F: Security Requirement

If this RFI results in a future tender process, the building owners of the proposed spaces will have to hold a valid security clearance at the “reliability” or “secret” level, approved and granted by the Contract Security Program (CSP) of PSPC prior to award. A reliability clearance level is standard for most lease projects. All Registered Inuit Firms interested in potential lease projects are encouraged to obtain a security clearance in advance. Information regarding security clearance can be obtained on the website of the CSP/ PSPC at <http://ssi-iss.tpsgc-pwgsc.gc.ca>. Please contact the person listed in Section G to initiate the security clearance process.

Section G: Additional Information

For more information, please contact Christie Koch, Senior Leasing Advisor, by phone at 780-224-6378 or by email to: christie.koch@pwgsc-tpsgc.gc.ca.

Section H: List of Available Space

This RFI is issued in order to invite interested Registered Inuit Firms to demonstrate their interest in providing the potential future requirements described herein. This information may be included in a list of available space and used for potential future solicitations.

Section I: Not a Solicitation Process

Note that this is not a tender process, nor a request for proposal, but only an inquiry as to the availability of space to lease. PSPC will not necessarily invite offers, or lease any space, and may not post any future ads related to this request. The information provided through this RFI may be included in a source list of available space and PSPC may issue an invitation to tender for other leasing requirements based on this information, or based on any other information

which may come to its attention prior to an issuance of an invitation to tender; or it may invite offers by way of public tender. PSPC reserves the right to proceed with an Invitation to Offer to Lease by inviting only Registered Inuit Firms deemed to most effectively meet specific operational, security and public safety requirements, and land claim obligations.

