

NOTICE OF PROPOSED PROCUREMENT (NPP) 18-713

GOVERNANCE, RISK MANAGEMENT & COMPLIANCE (GRC) SUITE OF PRODUCTS

PURPOSE OF THIS NOTICE:

Export Development Canada (EDC), per its obligations under Chapter Five of the Canadian Free Trade Agreement (CFTA) and Chapter Nineteen of the Comprehensive Economic and Trade Agreement (CETA), is announcing that it is undertaking a Product Review Process (PRP).

The objective of this process is to acquire a Governance, Risk Management & Compliance (GRC) suite of products with 'right-sized', forward-looking modules to be iteratively implemented, as the Enterprise Risk Management Transformation (ERMT) Program requires, starting with immediate to short-term anticipated needs to support the build and roll-out of policies, guidelines and procedures, risk and control assessments, and the establishment and maintenance of a risk register and key performance/risk indicators.

ALL SUPPLIERS

Should suppliers wish to be included in this process, they must complete a "Letter of Interest" (as detailed below). Without exception, suppliers that do not submit letters of interest will not be considered in the Product Review Process (PRP).

PRP PRE-EVALUATION CRITERIA

Potential (qualified) suppliers will be required to be **100% compliant** with **all** of the following mandatory elements and must address each element below in order of appearance within the letter of interest.

1. Submit the associated software license agreement

INSTRUCTIONS FOR THE SUBMISSION OF A "LETTER OF INTEREST"

The letter of interest must identify "NPP # 18-713 – Governance, Risk Management & Compliance (GRC) Suite of Products".

Letters may be provided in either official language however the supplier should be advised that its response may be required to be translated in order to be assessed and EDC reserves the right to rely upon its translation as the basis for this assessment.

Letters of Interest must identify the supplier's:

- Legal name
- Mailing address
- Telephone number
- Website/URL

- Contact (to coordinate receipt of the Non-Disclosure Agreement and PRP)
- Contact's email address

Letters of Interest must be received by EDC by mail or by electronic mail (npp@edc.ca) before 1:00 p.m. Ottawa Time on **April 1, 2019**.

Upon receipt of the letter of interest, a Non-Disclosure Agreement (NDA) will be issued to the supplier, who upon execution of the NDA will be entitled to receive the PRP documentation.

The PRP is scheduled to be released the week of **April 8, 2019**.

EDC may, in its sole and absolute discretion, change the foregoing dates and times upon prior written notice to the potential suppliers.

PRP EVALUATION CRITERIA:

(Criteria and their associated weights are estimates and are subject to change at the discretion of EDC.)

1. Stage II Written Submission - 60% (Business Requirements (non-functional/functional) 60%; Technical Requirements 40%)
2. Stage III Software Testing – 40% (Technical Testing 20%; Business Test Cases 60%; Usability 20%)
3. Stage IV Financial Assessment – Cost Benefit

NON-DISCLOSURE AGREEMENT:

All participants in any subsequent PRP process will be required to sign EDC's Non-Disclosure Agreement without amendment prior to receiving the PRP documentation. Additionally, if deemed applicable by EDC, participants will be required to enter into a more detailed Agreement to ensure compliance with the requirements of the Privacy Act, should they be awarded the contract at the completion of the PRP process.

GENERAL:

EDC reserves the right to contact the referenced organizations for the selected provider as part of a subsequent PRP process.

EDC reserves the right to satisfy itself of the financial viability of the selected provider as part of a subsequent PRP process.

All documents provided in response to this NPP become the property of EDC.

This NPP and any submission received in response thereto, any associated PRP and proposal submitted in response thereto, and all related agreements, including a confidentiality agreement and services agreement, will be interpreted and governed by the laws of the Province of Ontario and federal laws of Canada applicable therein.

EDC has issued this NPP in order to solicit information from potential suppliers. EDC assumes no liability, responsibility or obligation whatsoever to any supplier with respect to any aspect of this NPP. EDC has no obligation to reimburse or in any way compensate any supplier for expenses incurred in connection with its receipt, review or response to this NPP or in connection with the negotiation of a confidentiality agreement, services agreement, or otherwise.

BACKGROUND – EDC:

EDC is a Crown Corporation that provides financing and risk management services to Canadian exporters and investors in up to 200 markets worldwide.

Founded in 1944, EDC is financially self-sufficient and operates on commercial principles.

Additional detailed information on EDC's services, organization, policies and financial operations is located on EDC's website at www.edc.ca.