

# NOTICE OF PROPOSED PROCUREMENT (NPP) 20-715

## REQUEST FOR CISCO SMARTNET MAINTENANCE FOR AUDIO VISUAL ASSETS

### PURPOSE OF THIS NOTICE:

Export Development Canada (EDC), per its obligations under Chapter Five of the Agreement on Internal Trade (AIT), is announcing that it is undertaking a Request for Tender (RFT).

To acquire Cisco SMARTNET and SWSS (8x5xNext Business Day) hardware/software manufacturer maintenance (for EDC's owned hardware and software Cisco audio-video assets) while receiving value for money.

### POTENTIAL SUPPLIERS

Should potential suppliers of these services 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 RFT process.

### RFT PRE-QUALIFICATION 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. An OEM (Original Equipment Manufacturer) Certification Form or letter is required from Cisco in RFT 20-715. This is to be submitted with the RFT Appendix A on the Submission Close Date.

### INSTRUCTIONS FOR THE SUBMISSION OF A "LETTER OF INTEREST"

The letter of interest must identify "NPP # 20-715 – Cisco SMARTNET Maintenance for Audio Visual Assets". 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 RFT)
- Contact's email address

Letters of Interest must be received by EDC by mail or by electronic mail ([npp@edc.ca](mailto:npp@edc.ca)) before 3:00 p.m. Ottawa Time on October 23, 2020. 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 RFT documentation.

The RFT is scheduled to be released the week of October 26, 2020

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



## **RFT EVALUATION:**

The successful proponent will be determined by the lowest cost of compliant submissions. Pricing provided is to be before applicable taxes.

## **GENERAL:**

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

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

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

This NPP and any submission received in response thereto, any associated RFT 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 Service Providers. EDC assumes no liability, responsibility or obligation whatsoever to any Service Provider with respect to any aspect of this NPP. EDC has no obligation to reimburse or in any way compensate any Service Provider 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](http://www.edc.ca).