

## CLCA PROCUREMENT

In addition to our services, one of our proudest accomplishments as an Indigenous Joint-Venture is the development of the C5Expert® Systems which support public sector organizations in meeting the requirements of Canadian Comprehensive Land Claims Agreements (CLCAs).

The C5Expert® QuickSearchMap™ tool provides a quick and easy method to assess whether the locations of work or delivery for an anticipated contract requirement fall within one (1) or more CLCA areas. This process supports the early identification of any contracting obligations arising from each CLCA found to apply to the anticipated activity.

C5Expert® is an expert system designed to help public sector officials determine their organization's compliance obligations when issuing contracts that may involve delivery locations within one or more CLCA settlement areas. The C5Expert® system asks a series of questions in a web-based interview format about a future contracting requirement and uses internal programming to provide an output document that links the procurement activities with the obligations of the identified CLCAs.

If you would like to learn more about QuickSearchMap™ or if you are interested in requesting a quote to receive a C5Expert® CLCA Contracting Compliance Checklist document, please email us at: [info@setasidesolutions.ca](mailto:info@setasidesolutions.ca)

## WHY SETASIDE SOLUTIONS?

### **Experience & Expertise**

We have a team of knowledgeable and experienced personnel who have successfully developed, supported and evaluated hundreds of RFX's with a combined value in the Billions of dollars.

### **Assurance**

Our methodology and experience provides assurance that our deliverables, services and our clients processes comply with procurement legislation, including trade agreements, and policy.

### **Reliability**

We provide reliable and consistent value to our clients, solid estimates, and prices, RFX's completed within prescribed delivery dates, compliant formats and approved content.

### **Proven Track Record**

We are a pre-qualified public sector service provider, and are pleased to assist our many regular, repeat and referral clients with their procurements.

### **Professional**

We are independent, tactful and ethical procurement professionals, who deliver expert services without cutting corners or compromising quality.

### **We Listen**

We seek to ensure we thoroughly understand our clients' requirements, working collaboratively with them to effectively meet their objectives.

### **Tailored to Client Needs**

Our services and deliverables are customized to meet the specific requirements of our clients, while conforming to well-established best practices and standards, identifying and mitigating risk.

### **We Deliver Results**

We deliver what we promised, when we promised it - it's that simple.



# SETASIDE SOLUTIONS



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**RFP SOLUTIONS™** Indigenous Joint-Venture

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## WE ARE SETASIDE SOLUTIONS

Setaside Solutions (4336615 Canada Inc.) is a Canadian Indigenous Company founded in 2005, providing Procurement-related Advisory and Consulting services exclusively to Public Sector Clients. We are specialists in the application of the federal Procurement Strategy for Indigenous Business (PSIB) and implementation of procurement measures under Canadian Comprehensive Land Claims Agreements (CLCAs).

In 2005, Setaside Solutions formed a Joint-Venture with RFP SOLUTIONS (SSJV). RFP SOLUTIONS has been in business since 1992 (incorporated in 1993), providing public sector organizations with trusted Request-for-Proposal (RFP) development and evaluation support services, expert advisory services, consulting, and training. Setaside Solutions is the lead of this Indigenous Joint-Venture. For almost 20 years, Setaside Solutions and SSJV have provided professional Procurement Services exclusively to the Public Sector.

We are responsible for the design, development, and delivery of Setaside Solutions' C5Expert® System, a government-wide shared-software-as-a-service-system which assisted public sector departments/agencies and crown corporations and Indigenous nations in identifying procurement obligations under CLCAs applicable to their specific procurement actions. As such, SSJV is on the leading edge of public sector Indigenous procurement and is able to draw on past and current experience, taking into account a public sector-wide view of procurement.

We support the full procurement process life-cycle from procurement planning through to contract management. Compliance & Assurance is built into all of the services we provide – one of the key reasons that our Clients contract with us.

We support thorough definition of client requirements, and develop a variety of effective solicitation documents. We support evaluation of responses to solicitations, provide Evaluation Committee Training, Fairness Advisory Services, as well as Market Assessment tools and services. We support procurement reviews and studies aimed at improving Client operations, as well as provide training related to all aspects of procurement, contracting, and material management.



## RFPExpert®

### RFP Development Services

RFPExpert® is Procurement that fits for developing customized and compliant RFx documents. The following deliverables are designed to allow for quality definition of requirements, and efficient development of solicitations, while at the same time reducing contracting risks to the organization:

- Requirements Definition, Plan & Schedule
  - Procurement Strategy & Process Design
  - Business Case
  - Market Assessment
- Statements of Work/Requirements (SOW/R)
- Evaluation Criteria & Basis of Selection
- Financial Evaluation & Basis of Payment (BOP)
- Technical Evaluation Handbook & Scoring Grids
- Notice of Proposed Procurement (NPP)
- Report of Outcomes
- Advance Contract Award Notice (ACAN)

## RFPAdvisor®

### Consulting & Training Services

Through RFPAdvisor®, we provide clients with sound advice and knowledge transfer to support their procurement programs. The following deliverables are available to obtain as-needed expertise required to enhance public sector procurement capacity and knowledge:

- Service Standards
- Policy Analysis & Development
- Planning
- Reviews
- French Translation of RFP Components
- Process Support
- Bid Evaluation Support
- Proposal Pre-Screening
- Contract Development and Management Support, Advice & Tools
- Contract Negotiations Support
- Procurement Training

## RFPFairness™

### Fairness Advisory Services

RFPFairness™ is aimed at helping public sector organizations to maintain the **fairness, openness and transparency** of the public sector procurement process. Our team operates as independent Fairness professionals committed to maintaining the neutrality, integrity, consistency, objectivity, transparency, and legitimacy of the procurement process. The following deliverables are offered:

- RFx document review and advice
- Oversight of the solicitation process
  - Questions & Answers
  - Supplier Communication
  - Industry Consultation
- Evaluation Committee Orientation & Oversight
- Ensuring Completeness/ Accuracy of the Evaluation File
- Debriefing Oversight & Support
- Fairness Opinion Report