
CANADIAN COMMUNITY ECONOMIC DEVELOPMENT NETWORK – MANITOBA

REQUEST FOR PROPOSAL – SOCIAL PURCHASING INTERMEDIARY

The Canadian CED Network – Manitoba (CCEDNet – Manitoba) is recruiting a consultant to take on the role of social purchasing intermediary for 8 months, with the possibility to extend to 20 months. The Intermediary will operationalize the social purchasing component of the Manitoba Social Enterprise Strategy.

1. Organizational Background

- a. CCEDNet – Manitoba is the contract holder for the implementation of the [Manitoba Social Enterprise Strategy](#) (MSES). The MSES is a suite of policy and program recommendations to increase employment opportunities for people facing barriers to employment through the strengthening and growth of employment-focused social enterprises in Manitoba.
- b. The MSES is a 3-year agreement between the Manitoba Government and CCEDNet – Manitoba from April 1, 2015 to March 31, 2018.
- c. Implementation of the MSES is guided by a Steering Committee that is convened by CCEDNet – Manitoba, and comprised of government representatives along with community stakeholders.

2. Project Background

- a. Accessing public procurement is a strategic opportunity for employment-focused social enterprises, providing the social enterprises with the customers necessary to provide a stable learning environment for individuals to succeed in overcoming their barriers to employment.
- b. The broader public sector is a natural fit for social purchasing. The public sector, as a unique customer, receives the most value from hiring people facing barriers to employment, including reductions in poverty, reductions in crime, labour market development, and decreased costs associated with health care, justice and social services.
- c. Manitoba Housing & Renewal Corporation has been a leader in working with social enterprises and developing a successful social purchasing policy. There is much more opportunity for social purchasing in the broader public sector, including other Provincial departments, crown corporations, other levels of government, hospitals, academia and schools.

3. Project Objectives

- a. Use the learnings and experience of Manitoba Housing & Renewal Corporation to motivate and assist at least 3 broader public sector purchasers in Manitoba to procure from non-profit social enterprises providing employment opportunities for people facing barriers to employment.
- b. Assist non-profit social enterprises to access procurement opportunities within the broader public sector, including helping build capacity to supply public sector purchasers.
- c. Track and report on the aggregate social purchasing of engaged broader public sector purchasers.
- d. Connect social enterprises and purchasers to appropriate legal services, including contract law, contract negotiation, tax law and charitable status law.

- e. Build consortia and subcontracting options for high-impact contract opportunities that are beyond the scope of a single social enterprise.

4. Accountability

- a. The contractor is responsible to CCEDNet – Manitoba.

5. Contractor Qualifications

- a. Strong working knowledge of both the existing and potential capacity of social enterprises in Manitoba.
- b. Understanding of procurement processes, including RFP and tendering, MERX, vendor contracts and fulfillment.
- c. Strong relationship building and relationship management skills, able to establish positive working relationships with purchasing officers.
- d. Strong business acumen, highly developed analytical skills with ability to conduct research and use independent judgement to problem solve and assess new opportunities.
- e. Knowledge of, and commitment to, community economic development principles.

6. Project Timeline

- a. This is an 8-month contract from as early as August 1, 2016 to March 31, 2017, with possibility of renewal for one 12-month period from April 1, 2017 to March 31, 2018.
- b. Contract renewal is subject to the MSES agreement between CCEDNet – Manitoba and the Government of Manitoba remaining in effect.

7. Submissions

- a. All interested parties should submit *via email* only no later than **July 20, 2016 at 5:00 PM CT**, to d.penner@ccednet-rcdec.ca
- b. Proposals should not to exceed 8 pages (min 10 pt. font) and should include the following:
 - i. Name and contact information
 - ii. Your understanding of this project and how you would approach it
 - iii. Work plan with specific timelines
 - iv. List of individual(s) who will undertake this work and their qualifications (proposed roles for any/all team members should be detailed)
 - v. Itemized budget and proposed fee structure
 - vi. Descriptions (including dates) of other project and reports you have prepared that are relevant to this type of work
 - vii. Names and contact information for 3 clients as reference

8. Evaluations

- a. Applications will be evaluated using the following scoring weighting:
 - i. Suitability of solution and implementation plan to project goals (40%)
 - ii. Vendor background and experience (35%)
 - iii. Price (25%)
- b. Applicant interviews will be conducted July 28 – 29, 2016.

9. Contact

- a. All questions regarding this RFP should be directed to Darcy Penner (contact info below) between July 11 – 14, 2016.
- b. Darcy Penner, Social Enterprise Policy Manager
Canadian CED Network – Manitoba
d.penner@ccednet-rcdec.ca
204 943 0547

10. Definitions

- a. “broader public sector” – federal, provincial and municipal governments, hospitals, academia, schools, crown corporations
- b. “social enterprise” – non-profit organizations providing employment opportunities for people facing barriers to employment through the sale of goods and services
- c. “social purchasing” & “social procurement” – using institutional purchasing to create employment opportunities for individuals facing barriers to employment