BidShield Pre-Bid Risk Review

Review ID: BS-20261023-003 | **Status:** CLIENT_READY | **Target:** NRC Ottawa Offices Janitorial Services (NRC-OTT-JAN-2026) | **Issuer:** National Research Council of Canada (NRC)

SCOPE: NOTICE LEVEL TRIAGE — Fatal traps may exist in unsupplied documents. Review is bounded strictly to supplied files.

EXECUTIVE RECOMMENDATION: CLARIFY REQUIRED
Do not price this tender until you confirm the exact closing time, obtain the full SOW, and resolve the 12 trade agreement compliance requirements. The notice reveals a broad scope (routine, scheduled, on-demand, emergency, specialized cleaning) with a 40-month term starting Nov 23, 2026. Full SOW, insurance requirements, and pricing form are not yet reviewed. 5 items identified: 0 Fatal (consequence not explicit in notice), 2 High, 3 Medium.
Next Action: Download full RFP/SOW from CanadaBuys before Oct 29. Confirm closing time. Submit clarification questions on trade agreement applicability, security clearance requirements, and scope details before pricing.

Top Disqualification Risks & Traps (2 Surfaced)

Severity	Source / Page	Verbatim Clause Quote	Required Action
HIGH	P.1 (Closing Date)	*"Closing date: 2026/10/29"*	Confirm exact closing time and submission portal. Notice does not state time (assume 2:00pm EDT per standard). Submit before deadline with 24-hour buffer.
HIGH	P.1 (Description)	*"Canada is seeking offers from Offerors to provide the labour, supervision, equipment, tools, materials, products, supplies, transportation, reporting, and manag..."*	Confirm scope coverage: routine, scheduled, on-demand, emergency cleaning, waste/recycling support, specialized cleaning. Verify equipment, materials, and staffing for all service types at NRC Ottawa offices.

Next 24 Hours Action Window

1. Obtain and review all referenced missing annexes/forms before committing pricing.
2. Verify amended deadline & site visit consequences with contracting officer.
3. Copy-paste drafted clarification questions below and submit to issuer before deadline.

Missing Documents & External Dependencies

Documents Referenced But Not Provided (Action Required Before Pricing):
• Full RFP / Statement of Work (SOW) — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Insurance requirements and COI wording — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Pricing form / Schedule of rates — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• General Conditions of Contract — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Special Conditions of Contract — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Evaluation criteria — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Portal submission instructions — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Site visit requirements (if any) — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Addendum 1 (if any) — *Obtain via CanadaBuys / Portal / Issuer before submission.*
• Security clearance requirements for NRC facilities — *Obtain via CanadaBuys / Portal / Issuer before submission.*

Ready-to-Send Clarification / Appeal Inquiry Block

To: National Research Council of Canada (NRC) — Contracting / Review Authority
Subject: Clarification Inquiry — NRC-OTT-JAN-2026 (NRC Ottawa Offices Janitorial Services)

Good day,
Regarding this solicitation, please provide formal written clarification on the following items prior to closing:

1. [Closing Date / P.1]: What is the exact closing time and time zone? Is it 2:00pm EDT as standard for federal tenders?
2. [Trade Agreements / P.1]: Which of the 12 trade agreements apply to our firm? Are there specific documentation requirements?
3. [Contract Duration / P.1]: Are there renewal options beyond 40 months? What are the escalation provisions for a 3+ year term?
4. [Buy Canadian Policy / P.1]: Does the Buy Canadian Policy impose specific domestic content requirements for janitorial services at NRC facilities?
5. [Description / P.1]: Are there specific NRC facility requirements (security clearance for NRC sites, specialized lab cleaning, etc.) not stated in the notice?

Thank you,
[Authorized Representative]

Extracted Compliance Matrix (All Items)

ID	Sev	Page	Category	Required Action / Obligation	Status
REQ-NRC-001	Hig	p.1	Deadline	Confirm exact closing time and submission portal. Notice does not state time (assume 2:00pm EDT per standard). Submit be	open
REQ-NRC-002	Med	p.1	External Depen	Confirm compliance with all 12 listed trade agreements. Verify eligibility and documentation requirements for applicable	open
REQ-NRC-003	Med	p.1	Scope Requirem	Confirm 40-month contract term starting November 23, 2026. Verify pricing covers full term including escalation provisio	open
REQ-NRC-004	Med	p.1	External Depen	Review Buy Canadian Policy implications for labour, materials, and equipment sourcing for a 40-month janitorial contract	open
REQ-NRC-005	Hig	p.1	Scope Requirem	Confirm scope coverage: routine, scheduled, on-demand, emergency cleaning, waste/recycling support, specialized cleaning	open

Decision Exposure Snapshot (Conservative Estimate — Validate Against Your Operations)
• **Estimated bid-prep labor at risk:** $10,200 | **Estimated fatal-clause downside:** $19,200
• **Combined Decision Exposure: $29,400** | **Pilot Price: $299 (Stop/Go Pilot)** (Value capture: ~1.0% of estimated exposure (0.79% of total value with speed savings))
• **Comparable Estimate Basis:** Estimated annual contract value based on comparable federal janitorial solicitations: $1.8M–$3.0M. Midpoint used: $2.4M.
• **Urgent Triage Option (<72h):** $99 Annex Gap Scan (if <72h to close): 4-hour turnaround. One-page list of missing annexes, hard deadlines, and top fatal-risk flags. Does not include full stop/go recommendation, compliance matrix, clarification strategy, or evidence chain.
Assumptions: 120 internal bid-prep hours at $85/hour blended; 10% conservative probability of fatal compliance miss (10–20% empirical range); $2.4M estimated annual contract value ($1.8M–$3.0M comparable range); 8% gross margin. Figures are conservative decision-support estimates, not legal advice, certification, or a guarantee of bid compliance.

Human Verification Receipt & Scope Boundary

Reviewer: Rob Lambert | **Engine:** bidshield_kernel_v0.2 | **Verified Fatal/High:** YES
Mandatory Scope Boundary: Administrative document extraction only; not legal, clinical, insurance, or procurement advice. The authorized corporate officer/bidder is the sole author and submitter. Verified strictly against SHA-256 byte stream.