

## Request for Expressions of Interest (EOI)

### Development of an AI-Assisted Evaluation Tool

#### Overview

The Innovation Asset Collective (IAC) is seeking expressions of interest from qualified Canadian vendors to participate in a competitive process for the design and development of an internal AI-assisted evaluation tool. The system will operate in a secure environment, support human review, and maintain full auditability.

This EOI is the first step in our procurement process. Selected vendors will be invited to the next stage, which includes signing a Non-Disclosure Agreement (NDA), participating in discussions, and submitting a detailed proposal.

By submitting an EOI, vendors acknowledge and agree that IAC will use AI tools to support the review and evaluation of submissions.

#### Objectives

The goal of this EOI is to identify Canadian vendors with the skills, capabilities, and organizational fit to deliver a secure, reliable internal pilot that uses generative AI to support structured evaluation workflows. This includes the ability to design practical AI-assisted features, implement responsible AI safeguards, build user-facing interfaces, and deliver a pilot within a four-to-five-month timeline.

IAC encourages small and medium-sized businesses to apply, even if they do not meet every preferred capability.

#### Eligibility

To support broad participation, IAC has adopted inclusive eligibility criteria while maintaining required minimum standards for delivery.

#### Eligible vendors must:

- Be legally registered and operating in Canada.
- Demonstrate experience delivering software or AI-enabled digital solutions.
- Show familiarity with responsible AI practices, privacy requirements, and secure data handling.
- Demonstrate the ability to deliver a functioning pilot within a four-to-five-month period.

The following capabilities are highly desirable:

- Prior work building evaluation, decision-support, or assessment tools.
- Experience designing human-in-the-loop review workflows or audit logs.
- Experience integrating secure cloud services, SSO, or role-based access controls.

*Small and medium-sized vendors are encouraged to apply.*

## Submission Requirements

Interested vendors are invited to submit an Expression of Interest (maximum 5 pages) that includes the following information:

### 1. Company Overview

- Legal name, headquarters, and year established.
- Summary of team size and relevant roles.
- Short bios of key delivery personnel.
- Experience working with secure, internal, or public-sector environments (if applicable).

### 2. Relevant Qualifications and Experience

Vendors should provide concrete examples demonstrating their ability to deliver the type of system described below and in the Overview:

#### Generative AI and workflow experience

- Examples of using generative AI or LLMs to interpret text, produce structured outputs, or perform evaluation tasks.
- Experience with prompt design, agent workflows, or automated question-answer flows

#### Responsible AI, privacy, and security practices

- Description of data-handling practices, encryption, access controls, and privacy safeguards.
- Examples of solutions built for sensitive or proprietary information.

**Software development and integration experience**

- Examples of secure web applications, dashboards, workflow systems, or internal tools delivered successfully.
- Experience with identity integration (e.g., SSO), cloud hosting, or structured logging.

**Pilot delivery experience**

- Evidence of delivering time-bound pilots, prototypes, or internal solutions with iterative collaboration.
- Description of the vendor's development process and testing approach.

**3. Capabilities & Approach**

A short description of the vendor's approach to:

- Designing AI-assisted evaluation workflows.
- Ensuring security, reliability, and responsible AI behaviour.
- Structuring user interfaces that support experts, reviewers, or administrators.
- Collaborating with IAC to refine requirements during development.
- Delivering a production-ready internal pilot within four to five months.

**4. Contact Information**

- Primary point of contact for this opportunity (name, title, email, phone).

**5. Acknowledgment of AI-Assisted Evaluation**

A brief statement confirming the vendor's acknowledgment that AI tools will be used by IAC to support the assessment of EOI submissions.

**Evaluation Criteria**

Submissions will be screened using minimum qualifying criteria and reviewed using both human and AI-assisted evaluation.

## Minimum Qualifying Criteria (Pass/Fail)

To be considered for the next stage, vendors must clearly demonstrate:

- Canadian legal registration and operations.
- Experience delivering software or AI-enabled digital systems.
- Familiarity with responsible AI and secure data-handling practices.
- Capacity to deliver a functioning pilot in four to five months.
- Acknowledgment of AI-assisted evaluation.

Only vendors meeting all minimum criteria will be invited to participate in the next stage, however, meeting the minimum criteria does not guarantee an invitation. .

## Process & Timelines

**EOI submission deadline:** January 31, 2026

**Pilot development window:** Approximately 4–5 months after vendor selection

**Next stage:** Shortlisted vendors will be invited to sign an NDA, participate in structured discussions, and provide a detailed proposal.

## Submission Instructions

Please submit your Expression of Interest in PDF format by email to:

**Colin Kibjis at:** [ckibjis@ipcollective.ca](mailto:ckibjis@ipcollective.ca)

NOTE: By submitting an EOI, vendors acknowledge that AI-assisted evaluation tools may be used to review and assess submissions.