

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Bid Fax: (902) 496-5016

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

<b>Title - Sujet</b> MODELS OF SUPERCAPICITOR DEVICES	
<b>Solicitation No. - N° de l'invitation</b> W7707-135614/A	<b>Date</b> 2012-10-24
<b>Client Reference No. - N° de référence du client</b> W7707-13-5614	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-208-8799	
<b>File No. - N° de dossier</b> HAL-2-69198 (208)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-11-09</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Standard Time AST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> LeBlanc, JoAnne	<b>Buyer Id - Id de l'acheteur</b> hal208
<b>Telephone No. - N° de téléphone</b> (902) 496-5010 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE DRDC ATLANTIC 9 GROVE STREET DARTMOUTH NOVA SCOTIA B3A3C5 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**Title: Assembly and Further Optimization of Prototype Supercapacitor Devices**

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Requirement

The work will be performed as per the Annex "A" - Statement of Work, attached herein.

### 3. Communications Notification

As a courtesy, the Government of Canada requests that successful bidders notify the Contracting Authority in advance of their intention to make public an announcement related to the award of a contract

### 4. Debriefings

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2012-07-16) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

**The text under Subsection 4 of Section 01 - Code of Conduct and Certifications - Bid of 2003 referenced above is replaced by:**

Bidders should provide, with their bid or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to provide such a list within the required time frame will render the bid non-responsive. Bidders must always submit the list of directors before contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (*Consent to a Criminal Record Verification form - PWGSC-TPSGC 229*) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaire-forms-eng.html>) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

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**The text under Subsection 5 of Section 01 - Code of Conduct and Certifications - Bid of 2003 referenced above is replaced by:**

The Bidder must diligently maintain the list up-to-date by informing Canada in writing of any change occurring during the validity period of the bid, and must also provide Canada, when requested, with the corresponding Consent Forms. The Bidder will also be required to diligently maintain the list and when requested, provide Consent Forms during the period of any contract arising from this bid solicitation.

**1.3 Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:**

Delete: sixty (60) days

Insert: one hundred and twenty (120) days

**2. Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by "electronic mail" to PWGSC will not be accepted.

**3. Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than **five (5)** calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

**4. Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

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## PART 3 - BID PREPARATION INSTRUCTIONS

### 1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (two hard copies)

Section II: Financial Bid (one hard copy)

Section III: Certifications (one hard copy) - Bidders must submit the certifications required under Part 5.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

Section III: Certifications

**Bidders must submit the certifications required under Part 5.**

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

Bids received will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

## 1.1 Technical Evaluation - Point Rated Technical Criteria

Point Rated Technical Criteria are listed herein in Annex "D".

## 2. Basis of Selection

### 2.1 Highest Rated Within Budget

1. To be declared responsive, a bid must:

- (a) comply with all the requirements of the bid solicitation; and
- (b) obtain the required minimum of **70** percent overall of the points for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 300 points. *Refer to Annex D.*

2. Bids not meeting (a) or (b) will be declared non responsive. The responsive bid with the highest number of points will be recommended for award of a contract, provided that the total evaluated price does not exceed the budget available for this requirement. The maximum funding available for the Contract resulting from the bid solicitation is **\$23,500.00** (Goods and Services Tax or Harmonized Sales Tax extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

## PART 5 - CERTIFICATIONS

*Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.*

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

### Certifications Precedent to Contract Award and Certifications Required with the Bid

Bidders must submit the certifications as provided below:

#### 1. Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

## **1.1 Code of Conduct Certifications - Consent to a Criminal Record Verification**

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Bidders must submit the list of directors before contract award, failure to provide such a list within the required time frame will render the bid non-responsive.

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

### **1.2 Federal Contractors Program - Certification**

#### **Federal Contractors Program - over \$25,000 and below \$200,000**

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason

other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture:

(a) ( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;

(b) ( ) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;

(c) ( ) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, having not bid on requirements of \$200,000 or more;

(d) ( ) has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: \_\_\_\_\_.

Further information on the FCP is available on the HRSDC Web site.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### 1.3. Former Public Servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny and reflect fairness in spending public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.

#### Definitions

For the purposes of this clause,

"*former public servant*" means a former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police and includes:

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made up of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"*lump sum payment period*" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means, in the context of the fee abatement formula, a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R. S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S., 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

#### **Former Public Servant in Receipt of a Pension**

Is the Bidder a FPS in receipt of a pension as defined above? **YES ( ) NO ( )**

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

A contract for the services of a FPS who has been retired for less than one year and who is in receipt of a pension as defined above is subject to a fee reduction (abatment formula) as required by Treasury Board Policy.

#### **Work Force Reduction Program**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? **YES ( ) NO ( )**

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) conditions of the lump sum payment incentive;
- (c) date of termination of employment;
- (d) amount of lump sum payment;
- (e) rate of pay on which lump sum payment is based;
- (f) period of lump sum payment including start date, end date and number of weeks;
- (g) number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fee that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

### **Certification**

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

## **2. Certifications Required with the Bid**

### **2.1 Canadian Content Certification**

SACC Manual clause A3050T (2010-01-11) Canadian Content Definition

### **2.2 This procurement is conditionally limited to Canadian services**

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the service offered is a Canadian service, as defined in clause A3050T, may be considered.

*Failure to provide this certification completed with the bid will result in the service offered being treated as a non-Canadian service.*

#### **The Bidder certifies that:**

( ) the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

## **PART 6 - RESULTING CONTRACT CLAUSES**

### **1. Statement of Requirement**

The Contractor must provide the items detailed in Annex A - Statement of Requirement, attached herein.

## 2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

### 2.1 General Conditions

**2.1.1** SACC Manual clause 2040 (2012-07-16) - General Conditions - Research & Development applies to and forms part of the Contract.

The text under Subsection 4 of Section 52 - Code of Conduct and Certifications of the 2040 (2012-07-16) General Conditions - Research & Development, referenced above is replaced by:  
During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

**2.1.2** SACC Manual clause K3410C (2008-12-12) - Canada to own Intellectual Property Rights in Foreground Information applies to and forms part of the Contract.

If requested by Canada, during and after the Contract, the Contractor must provide a written permanent waiver of moral rights, as defined in the Copyright Act, R.S., 1985, c. C-42, from every author that contributes to any Foreground Information subject to copyright protection that is a deliverable to Canada under the Contract. If the Contractor is an author of the Foreground Information, the Contractor permanently waives the Contractor's moral rights in that Foreground Information.

## 3. Term of Contract

### 3.1 Period of Contract

The work will be performed from date of Contract award and completed **by March 31, 2013**.

## 4. Authorities

### 4.1 Contracting Authority

The Contracting Authority for the Contract is:

JoAnne LeBlanc  
Supply Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
1713 Bedford Row  
Halifax, NS B3J 1T3  
Telephone: (902) 496-5010  
Facsimile: (902) 496-5016  
E-mail : joanne.leblanc3@pwgsc.gc.ca

Solicitation No. - N° de l'invitation

W7707-135614/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal208

Client Ref. No. - N° de réf. du client

W7707-13-5614

File No. - N° du dossier

HAL-2-69198

CCC No./N° CCC - FMS No/ N° VME

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

#### 4.2 Project Authority

The Project Authority for the Contract is:

Will be identified upon contract award.

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

#### 4.3 Contractor's Representative (To be completed by the supplier)

Contractor Contact Name: \_\_\_\_\_ PBN: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_

### 5. Payment

#### 5.1 Basis of Payment

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the work, as determined in accordance with the prices quoted in accordance with Annex B, Basis of Payment.

#### 5.2 Limitation of Expenditure

- 1) Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_ and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
- 2) No increase in the total liability of Canada or in the price of the work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining

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the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the contract expiry date, or
- (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### 5.3 Method of Payment

SACC Manual Clause H1000C (2008-05-12) - Single Payment

## 6. Invoicing Instructions

1. Invoices shall be submitted on the Contractor's own form and must be prepared to show:

- (a) the date; and description of work performed;
- (b) name and address of the CONSIGNEE;
- (c) Contract Number, Serial Number and Financial Code(s);
- (d) charges claimed in accordance with the Basis of Payment as stated herein;
- (e) Applicable taxes shall be shown separately;
- (f) Procurement Business Number (PBN).

2. Mailing address for the invoices is shown on page 1 of this document.

## 7. Certifications

7.1 Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

### 7.2 SACC Manual Clauses

SACC Manual Clause A3060C (2008-05-12) Canadian Content Certification

## 8. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

## 9. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions:
  - 2040 (2012-07-16) General Conditions - Research & Development;
  - K3410C (2008-12-12) Canada to own Intellectual Property Rights in Foreground Information;
- (c) Annex A - Statement of Requirement;
- (d) Annex B - Basis of Payment (if applicable);
- (e) Annex C - Intellectual Property Disclosure Certification;
- (f) the Contractor's bid dated \_\_\_\_\_ (insert date of bid).

## 10. SACC Manual Clauses

A9006C (2012-07-16) - Defence Contract

### List of Annexes:

Annex A - Statement of Requirement  
Annex B - Basis of Payment (if applicable)  
Annex C - Intellectual Property Disclosure Certification

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**ANNEX "A"**  
**STATEMENT OF REQUIREMENT**

**Title: Assembly and Further Optimization of Prototype Supercapacitor Devices**

**Requirement**

DRDC Atlantic has a requirement for the assembly and optimization of supercapacitor devices based on active materials developed in a recent project. DRDC Atlantic will supply the active materials to be used in the devices, and the contractor shall optimize the components and configuration, and minimize the Equivalent Series Resistance (ESR) of the devices. The contractor shall assemble the device and measure the electrical characteristics.

See details in Statement of Work (Appendix A) included herein.

**Security**

All work is unclassified and the contractor will not have access to any classified information.

**Intellectual Property**

No IP is anticipated to be generated as a result of this requirement. *However the information that will be provided will be subject to copyright protection. Title and copyright to the work rests with the Crown.*

**Time Schedule**

Start Date: Upon contract award  
Completion Date: by March 31, 2013

**Deliverables**

In addition to the return of all non-expended items (equipment, software, books, etc.) acquired by the contractor in support of this requirement and claimed for against the contract, the deliverables shall be:

1. Any unused, or residual, active material
2. Assembled supercapacitor devices (and all pertinent data relating to performance)
3. Methodology of assembly process and manufacturing method of fully optimized devices

**Reports**

Required reports comprise brief monthly progress reports (may be electronic) on experimental work related to assembly, and a final report including a full description of assembly methodology and characterization techniques employed.

As directed by the Project Authority, DRDC Atlantic requires (1) unbound hard copy and (1) electronic copy of final Contract Report, upon completion of contracted work.

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**Report Standard and Format**

Reports will be to a standard acceptable to the Project Authority. Should a report not be in accordance with the requirement of the work, the Project Authority shall have the right to reject it or require its correction.

**Maximum Funding**

The maximum funding available for the Contract resulting from the bid solicitation can not exceed \$23,500.00 + applicable HST.

**Travel and Living**

There are no known requirements for travel and living

**Contractor Personnel**

All contractor personnel shall be named in the contract. All proposed changes in contractor personnel shall be addressed by the contractor to Public Works and Government Services Canada who in turn will request DRDC Atlantic's approval.

**Government Furnished Equipment (GFE)**

DRDC will make available an analytical balance as GFE.

**DRDC Atlantic Support, Facilities and Responsibilities**

DRDC Atlantic will also characterize the assembled devices for confirmation of measured performance.

**Controlled Goods**

The contractor will not require access to controlled goods and the resulting deliverable will not be a controlled good

**Control Procedures**

Progress will be monitored through brief monthly written reports submitted with progress claims and regular consultations between the contractor and the Project Authority. The work shall be deemed 100% complete upon receipt and approval of the draft final report by the Project Authority. The contractor must allow time for editorial review of the draft report by the Project Authority and agree to make minor editorial changes to the report, to print the report, and to deliver the report, at no additional cost. Upon receipt of all bound copies of the Final Report and other deliverables (and return of Government furnished equipment), and upon receipt of a Claim for Holdback, the holdback will be released

**Approval Prior To Publication**

All manuscripts for publication in scientific journals or the like, abstracts of oral presentations and any releases that describe portions of the contract work or related information shall be submitted to the Project Authority for approval of release. If the inadvertent presence of either defence classified or proprietary material is determined, the Project Authority will consult with the contractor to redraft the relevant sections to their joint satisfaction to produce an unclassified text or theme without sensitive information. Review of manuscripts and releases will be completed within two months after receipt.

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Review of abstracts and any other releases will proceed rapidly and approval of release will follow without delay.

## **Appendix A - Statement of Work**

### **Scope**

The purpose of this contract is to increase the energy density and power density of supercapacitor prototype devices.

### **Objective**

The objective is to assemble higher energy density supercapacitor devices, with reduced resistance, based on supplied active materials.

### **Background**

This contract is a follow on to a contract in which supercapacitor prototype devices were assembled, based on novel materials, and several aspects were optimized. Previous contract work has focussed on the uniform distribution of the active materials to the current collector, with efforts to minimize the contact resistance. Optimization of the separator and electrolyte, to minimize resistance as well as reduce rate of self-discharge, is the focus of the next contract.

This work will be applied to larger, multi-cell prototype configurations of the active materials. The active materials of interest are metal oxides, conducting polymers, and conducting polymer - carbon nanotube composites. The metal oxides exhibit specific capacitance greater than 500 F/g on the lab scale, while the conducting polymers and conducting polymer - carbon nanotube composites exhibit specific capacitance approximately 300 F/g on the lab scale.

### **Requirement**

DRDC Atlantic has a requirement for the further optimization and assembly of multilayer supercapacitor devices based on supplied active materials. DRDC Atlantic will supply the active materials (~ 25 g each type) to be used in the devices; the active materials are powders, thus the contractor must take this into consideration in the assembly process.

### **Mandatory Requirements**

1. The contractor shall assemble at least two matched (duplicate) devices (no larger than 3" x 3" x 0.5") for each active material provided, utilizing the previously optimized current collector. The separator and electrolyte shall be optimized, and at least three stacked cells shall be included in each device. Up to three active materials will be provided by DRDC.
2. Each device shall be characterized with respect to electrical performance including at least the power density, energy density, equivalent series resistance (esr), maximum power, and leakage current.
3. The target parameters of the fully optimized device are as follows:
  - a. operating voltage > 3.0 V,
  - b. nominal capacitance > 1000 F,
  - c. esr < 10 m $\Omega$ ,
  - d. E<sub>max</sub> > 27 Wh/kg,
  - e. P<sub>max</sub> > 15 kW/kg, and

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f. PD > 16 kW/kg.

4. The contractor shall document and report the manufacturing methods, materials and the electrical performance of all devices. The report shall also contain an analysis of the issues associated with the capacitor design and a way ahead.

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**ANNEX "B"**  
**BASIS OF PAYMENT**

Your Financial Bid will be used to determine the Basis of Payment. Negotiation of the pricing basis may be required. If the proposed hourly rates are not those negotiated with PWGSC, detailed financial data should be provided if required.

Labour: For each individual and/or labour category to be employed on the project, indicate the proposed hourly rate (including overhead, excluding profit) and the estimated time to be spent by each.

\$ \_\_\_\_\_

Other Direct Charges:

Equipment: Identify the items required to complete the work and identify the pricing basis inclusive of customs duty. These items will be delivered to Canada upon completion of the project.

Materials, Supplies, Components: Indicate general categories and the pricing basis. Indicate whether the items are likely to be used or consumed during the course of the Work.

Other Charges: Identify any other direct charges anticipated such as long distance communication and rentals and provide the estimated costs and relevance to the proposed work.

\$ \_\_\_\_\_

Subcontracts: Identify potential subcontractors and provide the same cost breakdown information detailed herein.

\$ \_\_\_\_\_

Profit: State your proposed profit, if any, and the basis on which it is computed and applied.

\$ \_\_\_\_\_

**Total Estimated Price (excluding HST/GST):** \_\_\_\_\_

**Harmonized or Goods and Services Taxes (HST/GST) must be identified separately.**

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**ANNEX "C"**

**Intellectual Property Disclosure Certification**

**See attached herein**

**ANNEX "D"**  
**EVALUATION CRITERIA**

**EVALUATION CRITERIA**

The Technical and Management proposals will be evaluated and scored in accordance with the following evaluation criteria. It is suggested bidders address these criteria in sufficient depth in their proposals.

**TECHNICAL PROPOSAL      200 POINTS MAX / 140 POINTS MINIMUM**

- |   |           |
|---|-----------|
| (a) Demonstrated understanding of scope and objectives                          | 80 POINTS |
| (b) Proposed work feasibility, approach and methodology                         | 80 POINTS |
| (c) Recognition of direct as well as peripheral problems and solutions proposed | 20 POINTS |
| (d) Adequacy of level of effort, workplan and schedule, deliverables            | 20 POINTS |

**MANAGEMENT PROPOSAL      100 POINTS MAX / 70 POINTS MINIMUM**

- |   |           |
|---|-----------|
| (a) proposed management of the project and the demonstrated qualifications and experience of the project manager, including: position within the organization, relevant experience, education, etc.; demonstrated ability to control costs. | 20 POINTS |
| (b) key personnel capability - demonstrated relevant experience, qualifications and competence proven by similar and/or related work.   | 40 POINTS |
| (c) company capability including subcontractors, if applicable - relevant experience/competence proven by similar or related work, and resource capability, risk of non-performance, commitment to this field of work.                      | 20 POINTS |
| (d) adequacy of planned team organization, including availability of team members and backup capability, reporting structure, management of project, subcontracts and capability to carry out the project with in the time frame allotted.  | 20 POINTS |

**TOTAL POINTS - 300**

**Basis of Selection**

1. To be considered responsive, a bid must:

- (a) meet all the mandatory requirements of the solicitation; and
- (b) obtain the required minimum of 70 percent of the points for the technical and management criteria specified in the solicitation, which are subject to point rating. The total overall rating is performed on a scale of 300 points.

2. Bids not meeting (a) or (b) above will be given no further consideration. The responsive bid with the highest number of points will be recommended for award of a contract, provided that the total evaluated

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price does not exceed the budget available for this requirement. The maximum funding available for the Contract resulting from the bid solicitation **\$23,500.00** (Goods and Services Tax or Harmonized Sales Tax extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

3. In the case of a tie, the bid with the highest technical proposal will be recommended.

**ANNEX "C"**  
**INTELLECTUAL PROPERTY DISCLOSURE CERTIFICATION -**  
**CERTIFICAT DE DIVULGATION DE LA PROPRIÉTÉ INTELLECTUELLE**

This form is to be completed and signed by the contractor upon completion of the contract and returned to:

JoAnne LeBlanc  
 Acquisitions Branch  
 Public Works and Government Services Canada  
 1713 Bedford Row, PO Box 2247  
 Halifax, Nova Scotia  
 B3J 3C9  
 Tel: (902) 496-5010  
 Fax: (902) 496-5016

Contract Title: Assembly and Further Optimization of Prototype Supercapacitor Devices

PWGSC File number - **W7707-135614/001/HAL**

It is a term of the referenced contract that, regardless of its ownership, all Foreground Information<sup>1</sup> that could be Inventions<sup>1</sup> and all other Foreground Information, shall be promptly and fully disclosed to Canada.

Tel que stipulé dans le contrat mentionné ci-dessus, et peu importe à qui sont dévolus les droits de propriété intellectuelle, tous les renseignements originaux \* susceptibles de constituer des inventions\*, de même que tous les autres renseignements originaux découlant de ce contrat, devront être divulgués pleinement et sans délai au Canada.

<sup>1</sup> - defined in the General Conditions identified in the Contract

\* - tels que définis dans les conditions générales identifiées dans le contrat.

**Consequently, the undersigned, being a duly authorized officer of the Contractor, certifies that during the tenure of the contract**

**Par conséquent, le soussigné, étant un agent dûment autorisé de l'Entrepreneur, certifie que durant la période du contrat**

(mark appropriate box):

(cochez la case appropriée):

<input type="checkbox"/> No Foreground Information was conceived, developed or produced as part of the Work and, therefore the Contractor has nothing to disclose.	Aucun renseignement original n'a été conçu, développé ou produit pendant l'exécution des travaux; l'entrepreneur n'a donc aucun renseignement original à divulguer.
<input type="checkbox"/> All Foreground Information which was conceived, developed or produced as part of the Work was fully disclosed and documented in the technical reports delivered by the Contractor to the Technical Authority designated in the Contract, and the Contractor has nothing further to disclose.	Tous les renseignements originaux conçus, développés ou produits pendant l'exécution des travaux ont été entièrement divulgués et documentés dans les rapports techniques livrés par l'Entrepreneur à l'autorité technique indiquée dans le contrat, et l'Entrepreneur certifie qu'il n'existe aucune information supplémentaire à divulguer.
<input type="checkbox"/> All Foreground Information conceived, developed or produced as part of the Work by the Contractor is hereby fully disclosed in the attached document.	Tous les renseignements originaux conçus, développés ou produits pendant l'exécution des travaux par l'Entrepreneur sont entièrement divulgués dans le document ci-joint.

Signature - Signature: \_\_\_\_\_

Print Name - Nom en caractère imprimé: \_\_\_\_\_

Title - Titre: \_\_\_\_\_

Company Name - Entrepreneur: \_\_\_\_\_

Date - Date: \_\_\_\_\_