



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**

**11 Laurier St. / 11, rue Laurier**

**Place du Portage , Phase III**

**Core 0A1 / Noyau 0A1**

**Gatineau**

**Québec**

**K1A 0S5**

**Bid Fax: (819) 997-9776**

**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> DIGITAL VIDEO BORESCOPE SYSTEMS	
<b>Solicitation No. - N° de l'invitation</b> W8476-123534/A	<b>Date</b> 2012-12-11
<b>Client Reference No. - N° de référence du client</b> W8476-123534	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$BM-026-23405	
<b>File No. - N° de dossier</b> 026bm.W8476-123534	<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 2013-01-25</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<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> Razeau, Ida-Marie	<b>Buyer Id - Id de l'acheteur</b> 026bm
<b>Telephone No. - N° de téléphone</b> (819) 956-0578 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5650
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**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**

Weapons Systems Division/Division des systèmes d'arme

11 Laurier St. / 11, rue Laurier

8C2, Place du Portage

Gatineau

Québec

K1A 0S5

<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>

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Amd. No. - N° de la modif.

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Buyer ID - Id de l'acheteur

026bm

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

W8476-123534

CCC No./N° CCC - FMS No/ N° VME

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**List of Annexes:**

Annex A - Statement of Work for the Digital Video Borescope

Appendix 3 to Annex A - Data Item Description for the Digital Video Borescope

Appendix 4 to Annex A - Contract Data Requirement List for the Digital Video  
Borescope

Annex B - Evaluation Criteria for the Digital Video Borescope

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## **PART 1 - GENERAL INFORMATION**

### **1. Security Requirement**

There is no security requirement associated with the requirement.

### **2. Statement of Work**

The Work to be performed is detailed under Annex A Statement of Work for the Digital Video Borescope System, attached hereto.

#### **2.1 Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A - Statement of Work for the Digital Video Borescope System of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The Optional Quantities are detailed in Annex A Statement of Work for the Digital Video Borescope System, Article 4.0 Contract Deliverables, may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### **3. Description**

The description given in the line items may be a short description. The full description is available in the public domain. The NATO Stock Number may include a part number or numbers in addition to that listed in the description of a line item. It is the responsibility of the bidder to refer to the NATO Stock Number and to ascertain therefrom such other part number as may fulfill the requirements of the NATO Stock Number. Part numbers with a RNCC/RNVC code of 5-9, 6-9 or D-9 are not acceptable part numbers.

### **4. Approval Documents and Export Licenses**

The Contractor must apply for all necessary Governmental and other approval documents, including but not limited to Export Licenses, to deliver the goods to the consignee(s) within seven (7) days after receipt of the contract and, if applicable, receipt of Canadian End-User Certificate, Canadian International Import Certificate and/or Annual Explosive

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Importation Permit. The Contractor must provide a copy of the application(s) above to the Contracting Authority within seven (7) days of the date of the application(s). Furthermore, the Contractor must provide the Contracting Authority with a copy of available documentation from all Governmental and other approval document authorities regarding the status of all approval document applications within two (2) weeks of the Contracting Authority's request.

## **5. Availability of Drawings**

Drawings are available upon request. Bidders are to send an e-mail stating their request for drawings to: PWGSC - Attention: Ida-Marie Razeau, at: [ida-marie.razeau@pwgsc.gc.ca](mailto:ida-marie.razeau@pwgsc.gc.ca) specifying the PWGSC File No. Bidders are responsible to request drawings early enough to ensure that the drawings are received (through regular mail) before bid closing.

## **6. 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.

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## **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 (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) 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 (2012-11-09) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: sixty (60) days

Insert: ninety (120) days

#### **1.1 SACC Manual Clauses**

B4024T (2006-08-15)          No Substitute Products

### **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.

### **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"

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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 Ontario, Canada.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 1. Bid Preparation Instructions

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

Section I: Technical Bid ( 5 hard copies)

Section II: Financial Bid ( 1 hard copy)

Section III: Certifications ( 1 hard copy)

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, in accordance with Annex A Statement of Work for the Digital Video Borescope System and its associated documents attached hereto and forming part of the RFP.

#### **Section II: Financial Bid**

Bidders must submit their financial bid in Canadian Dollars, and 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.

Bidders must submit their financial bid DDP - Delivery Duty Paid as per Incoterms 2000.

#### **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

1.2 SACC Manual Clauses

C3011T (2010-01-11)

Exchange Rate Fluctuations



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### 1.3 Delivery

Delivery schedule, shall be in accordance with Annex A, Statement of Work for the Digital Video Borescope System, Article No 4.0 Contract Deliverables, Sub-Article No. 4.5 Delivery Schedule.

If unable to meet the above, the best delivery that could be offered is \_\_\_\_\_.

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## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

- (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.

#### 1.1 Technical Evaluation

##### 1.1.1 Mandatory Technical Criteria

- 1. To be considered responsive, a bid must meet all of the following mandatory requirements of this solicitation, including but limited to the Annexes attached:
  - a. Technical requirements are detailed in Annex A Statement of Work for the Digital Video Borescope System, and the Evaluation of the Mandatory Criteria is detailed in Annex B, Evaluation Criteria for the Digital Video Borescope System, Article 2.0 Evaluation of Mandatory Criteria, sub-article 2.1 Evaluation of Mandatory Criteria.
  - b.. Basis of Payment
- 2. Bids not meeting all of the mandatory requirements will be given no further consideration.

##### 1.1.2 Point Rated Technical Criteria

It is the bidder's responsibility to respond to all rated requirements detailed in Annex B, Evaluation Criteria for the Digital Video Borescope System, for the Digital Video Borescope System, Article 2.0 Evaluation of Mandatory Criteria, and sub-article 2.2 Evaluation of Rated Criteria, of this solicitation:

#### 1.2 Financial Evaluation

The Winning bidder will be determined by lowest compliant Bidder. The lowest compliant Bidder will be recommended for award of a contract.

Bidders must submit their bid in Canadian Dollars, firm prices, Canadian customs duties, and excise taxes included, and Goods and Services Tax (GST) or Harmonized Sales Tax (HST) shown as a separate line item, if applicable.

2. Canada requests that bidders provide their bid DDP destination.

**2. Basis of Selection**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest cost will be recommended for award of a contract.

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## 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 Required with the Bid

Bidders must submit the following duly completed certifications with their bid.

#### 1.0 Code of Conduct Certifications - Certifications Required Precedent to Contract Award

- 1.1 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, 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.

#### 2.0 Federal Contractors Program for Employment Equity - \$200,000 or more

1. The Federal Contractors Program for Employment Equity (FCP-EE) requires that some suppliers bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment

equity. This is a condition precedent to contract award. If the Bidder is subject to the FCP-EE, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Social Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contract 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-EE for a reason other than the reduction of their workforce to less than 100 employees. Any bid from ineligible contractors will be declared non-responsive.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP-EE, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity (<http://www1.servicecanada.gc.ca/cgi-bin/search/eforms/index.cgi?app=profile&form=lab1168&dept=sc&lang=e>), to the Labour Branch of HRSDC.
3. The Bidder certifies its status with the FCP-EE, as follows:

The Bidder

- (a)  is not subject to the FCP-EE, having a workforce of less than 100 permanent full time, part-time or temporary employees in Canada,
- (b)  is not subject to the FCP-EE, being a regulated employer under the Employment Equity Act, S.C. 1995, c.44;
- (c)  is subject to the requirements of the FCP-EE, having a workforce of 100 or more permanent full time, part-time or temporary employees in Canada, but has not previously obtained a certificate number from HRSDC, (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- (d)  is subject to the FCP-EE, and has a valid certificate number as follows:  
\_\_\_\_\_ (e.g. has not been declared ineligible contractor by HRSDC).

Further information on the FCP-EE is available on the following HRSDC Web site:  
<http://www.hrsdc.gc.ca/en/labour/equality/fcp/index.shtml>.

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### 3.0 Price Support - Non-Competitive Bid

In the event that the Bidder's bid is the sole responsive bid received, the Bidder must provide, on Canada's request, one or more of the following price justification:

- (a) a current published price list indicating the percentage discount available to Canada; or
- (b) a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
- (c) a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
- (d) price or rate certifications; or
- (e) any other supporting documentation as requested by Canada

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

### **1. Security Requirement**

There is no security requirement associated with the requirement.

### **2. Statement of Work**

The Contractor must perform the Work in accordance with Annex A, Statement of Work for the Digital Video Borescope System.

### **3. 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 (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

#### **3.1 General Conditions**

2010A (2012-07-16) General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### **4. Delivery Date**

All the deliverables must be received in accordance with the Delivery Schedule detailed in Annex A Statement of Work for the Digital Video Borescope, article number 4.5 Delivery Schedule.

#### **4.1 Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A - Statement of Work for the Digital Video Borescope (DVB) System of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The Optional Quantities are detailed in Annex A Statement of Work for C-13 Explosive Transport Case, Article 4.0 Contract Deliverables, may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor

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## 5. Authorities

### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Ida-Marie Razeau or Designate  
Public Works and Government Services Canada  
Acquisitions Branch  
Defence and Major Projects Sector (DMPS)  
Place du Portage, Phase III, 8C2  
11 Laurier Street  
Gatineau, Quebec K1A 0S5

Courier Service Postal Code: J8X 4A6

Telephone: 819-956-0578

Facsimile: 819-956-5650

E-mail address: ida-marie.razeau@pwgsc.gc.ca

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.

### 5.2 DND AUTHORITIES

#### 5.2.1 DND REQUISITION AUTHORITY

The administration control for the Department of National Defence is the Director of Land Procurement (DLP). The responsible DLP Requisition Authority is:

TBD

#### 5.2.2 ENGINEERING AUTHORITY

The Engineering Authority (EA) responsible for this requirement is:

TBD



The Engineering Authority named above 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 Engineering Authority, however the Engineering 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.

### 5.2.3 CONSIGNEE CONTACT

7 CF Supply Depot  
Lancaster Park,  
Edmonton, Alberta  
Tel: 780-973-4011 EXT 4524.

### 5.3 Contractor's Representative

#### General Enquiries

Name: \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Facsimile No. \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6. Payment

### 6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$ \_\_\_\_\_ (insert the amount at contract award). Customs duties are included, and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

### 6.2 SACC Manual Clauses

C6000C (2011-05-16)	Limitation of Price
H1001C (2008-05-12)	Multiple Payments
C2000C (2007-11-30)	Taxes - Foreign Based Contractors

**7. Invoicing Instructions**

7.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

- a) a copy of the release document and any other documents as specified in the Contract;

7.2 Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the following address for certification and payment. (Insert the name and address of the organization)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
- (c) one (1) copy must be forwarded to the consignee.

**8. Shipping Instructions - Delivery and Destination Schedules Unknown**

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (... named place of destination). Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.

2. The Contractor must deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.

- (a) 7 CF Supply Depot Lancaster Park  
Edmonton, Alta  
Telephone: 780-973-4011, ext. 4524

## 9.0 Certifications

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.

## 10. Applicable Laws

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

## 11. 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) 2010A (2012-07-16) General Conditions - Goods
- (c) Annex A, Statement of Work
- (d) the Contractor's bid dated \_\_\_\_\_ (insert date of bid) (If the bid was clarified or amended, insert at time of contract award: ", as clarified on \_\_\_\_\_ " or ", as amended on \_\_\_\_\_ " and insert date(s) of clarifications or amendment(s))

## 12. SACC Manual Clauses

A9006C (2008-05-12)	Defence Contract
A9131C (2011-05-16)	Controlled Goods Program
B1501C (2006-06-16)	Electrical Equipment
B1505C (2006-06-16)	Shipment of Hazardous Materials
B4042C (2008-05-12)	Identification Markings
B5001C (2010-01-11)	Procedures for Design Changes / Deviations
C2800C (2011-05-16)	Priority Rating
C2801C (2011-05-16)	Priority Rating - Canadian Contractors
C2611C (2007-11-30)	Customs Duties - Contractor Importer

D5540C (2010-08-16)ISO 9001:2000 Quality Management Systems Requirements (QAC  
X)

D5510C (2011-05-16)Quality Assurance Authority (DND) - Canadian- based Contractor

D5515C (2010-01-11 Quality Assurance Authority (DND) - Foreign-based and  
United States Contractor

D2025C (2008-12-12)Wood Packaging Materials

D5604C

D5605C

D5606C

D6010C (2007-11-30) Palletization

### 13. Preparation for Delivery

#### a) Preparation for Delivery

The Contractor must prepare item(s) \_\_\_\_\_ for delivery in accordance with the latest issue of the Canadian Forces packaging specifications \_\_\_\_\_.

The Contractor must prepare item number(s) \_\_\_\_\_ for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack.

#### b) Preparation for Delivery - European Union

The Contractor must prepare item number(s) \_\_\_\_\_ for preservation and packaging in accordance with NATO Marking and Packaging Standards as contained in the latest issue of TL8100-0101/NATO-4.

The Contractor must use packaging data forms previously approved or contained in NATO-4.

The Contractor must ensure approved coded packaging data is shown immediately below the description of the corresponding item. Where no packaging data is shown, the Contractor must submit a packaging data form for approval.

### 14. Insurance Requirements

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Canadian Forces Explosive Ordnance Disposal (EOD) Team Equipment

STATEMENT OF WORK  
FOR  
DIGITAL VIDEO BORESCOPE (DVB) SYSTEM

Last revised: 10 Oct, 2012

Prepared by:  
PMO CF EOD Team Equipment Project  
DCSEM 9  
National Defence Headquarters  
Major General George R. Pearkes Building  
Ottawa, Ontario  
K1A 0K2

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Related Appendix & ANNEX documents:

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**APPENDIX 2: Statement of Work for Commercial Engineering Drawings and Associated Lists for the Digital Video Borescope System**

**APPENDIX 3: Data Item Description (DID) for the Digital Video Borescope System**

**APPENDIX 4:** Contract Data Requirements List (CDRL) for the Digital Video Borescope System

**APPENDIX 5:** Statement of Work for Publications for the Digital Video Borescope System

**APPENDIX 6:** Statement of Work for the Digital Video Borescope System Environmental Health and Safety Impact Report

**ANNEX B:** Technical Proposal Evaluation Process for the Digital Video Borescope (DVB) System

## 1.0 Scope

### 1.1 Purpose

- 1.1.1 The purpose of this Statement of Work (SOW) is to define the work requirements for the provision of a state-of-the-art, handheld, Digital Video Borescope (DVB) system to be used by the Canadian Forces (CF).

### 1.2 Background

- 1.2.1 The CF has a mandate to render-safe and dispose of Explosive Ordnance (EO), Improvised Explosive Devices (IED) and Unexploded Ordnance (UXO) that are located in the Canadian territory or that are found abroad on deployed operations and posing a threat to Canadian and Allied Forces. Rendering-safe procedures require the use of specialized tools, including visual recognition equipment like borescope systems, to discretely penetrate otherwise inaccessible environments to view suspicious objects or packages without disturbing them. At that point it may be possible to safely determine their nature, internal structure and composition, and the best approach to neutralize them.

### 1.3 Intended Use

- 1.3.1 Explosive Ordnance Disposal (EOD) specialists will use the digital video borescope system inside buildings, structures, and vehicles in the field, to help view and analyze the interior of otherwise inaccessible areas for suspicious or explosive threat objects. Given the nature of the operations on which the CF's EOD teams will deploy, the equipment shall be reliable, robust, compact, light-weight and function in semi-protected harsh environments.

### 1.4 Acronyms and Abbreviations

ABCA	America (United States), Britain, Canada, Australia
AIL	Action Item List
CA	Contracting Authority
CD	Compact Disk
CDRL	Contract Data Requirements List
CDSR	Contract Delivery Status Report
CF	Canadian Forces
CFB	Canadian Forces Base
CFSS	Canadian Forces Supply System
CFTO	Canadian Forces Technical Order
COTS	Commercial off the Shelf
CSA	Canadian Standards Association
DCSEM	Director Combat Support Equipment Management
DID	Data Item Description
DMMD	Director of Material Management and Distribution



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DND	Department of National Defence
DPA	Defence Power Administration
DSCO	Director Supply Chain Operations
DVB	Digital Video Borescope
DVD	Digital Video Disk
EBS	Equipment Breakdown Structure
ECL	Export Control List
ECP	Engineering Change Proposal
ECCN	Export Control Classification Number
EHS	Environmental Health and Safety
EHSIR	Environmental Health and Safety Impact Report
EMC	Electro-Magnetic Compatibility
EMI	Electro-Magnetic Interference
EO	Explosive Ordnance
EOD	Explosive Ordnance Disposal
fps	frames per second
GB	Gigabyte
GHz	Gigahertz
HAZMAT	Hazardous Material
IAW	In Accordance With
IED	Improvised Explosive Device
IEDD	Improvised Explosive Device Disposal
ILS	Integrated Logistics Support
ILSM	Integrated Logistics Support Manager
ILSMT	Integrated Logistics Support Management Team
IP	Initial Provisioning
IPD	Initial Provisioning Data
IPL	Illustrated Parts List
ISL	Interim Spares List
ISO	International Standards Organization
ISP	Integrated Support Plan
ITAR	International Traffic in Arms Regulations
LEMS	Land Equipment Maintenance System
MCN	Material Change Notice
MHz	Megahertz
MSDS	Material Safety Data Sheet
NATO	North Atlantic Treaty Organization

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NCAGE	NATO Commercial and Government Entity
NDHQ	National Defence Headquarters
NDID	National Defence Index of Documentation
NSI	Nuclear Safety Instructions
NSN	NATO Stock Number
NSOD	Nuclear Safety Orders and Directives
OEM	Original Equipment Manufacturer
PAS	Publication Authorship Service
PBL	Product Baseline
PD	Provisioning Documentation
PPB	Provisioning Parts Breakdown
PHST	Packaging, Handling, Storage and Transportation
PWGSC	Public Works and Government Services Canada
RAM	Random-access Memory
RDIMS	Record, Document Information Management System
RF	Radio Frequency
RFP	Request for Proposal
RSPL	Recommended Spare Parts List
RVI	Remote Visual Inspection
SCN	Specification Change Notice
SD	Secure Digital (flash memory card format)
SOW	Statement of Work
SRR	System Requirement Review
STTE	Special Tools and Test Equipment
TA	Technical Authority
TOC	Total Ownership Cost
TRM	Technical Review Meeting
UL	Underwriters Laboratories
USML	United States Munitions List
USB	Universal Serial Bus
UXO	Unexploded ordnance

## 2.0 Applicable Documents

### 2.1 Applicability

- 2.1.1 The following documents form part of this SOW to the extent specified herein and shall be considered supplemental if not specifically identified in the text. Unless otherwise specified, the issue or amendment of documents effective for this contract shall be those in effect on the date of the Request for Proposal (RFP).

### 2.2 References

- 2.2.1 Where as mentioned, the following Standards shall be used for the preparation of deliverables to the extent specified in this SOW:

A-AD-100-100/AG-000	NATIONAL DEFENCE PUBLISHING POLICY AND ADMINISTRATION PROCEDURES
AAP-06(2012)	NATO GLOSSARY OF TERMS AND DEFINITIONS (ENGLISH AND FRENCH)
B-GL-342-001/FP-000	LAND EQUIPMENT MANAGEMENT SYSTEM
C-01-100-100/AG-005	ACCEPTANCE OF COMMERCIAL AND FOREIGN GOVERNMENT PUBLICATIONS AS ADOPTED PUBLICATIONS
C-01-100-100/AG-006	WRITING, FORMAT AND PRODUCTION OF TECHNICAL PUBLICATIONS
C-55-040-001/TS-001	SAFETY PRECAUTIONS AND INCIDENT PREVENTION INSTRUCTIONS, RADIO FREQUENCY SAFETY PROGRAM
C-02-008-001/TS-000	GENERAL SAFETY LITHIUM BATTERIES HANDLING, STORAGE, PRESERVATION AND DISPOSAL INSTRUCTIONS
C-04-006-001/AM-001	LAND MAINTENANCE SYSTEM LINES OF MAINTENANCE AND LEVELS OF REPAIR
D-02-006-008/SG-001	NATIONAL DEFENCE STANDARD - THE DESIGN CHANGE, DEVIATION AND WAIVER PROCEDURE
D-02-002-001/SG-001	STANDARD – IDENTIFICATION MARKING OF CANADIAN MILITARY PROPERTY
D-01-400-002/SF-000	DRAWINGS, ENGINEERING AND ASSOCIATED LISTS
D-01-100-205/SF-000	SPECIFICATION FOR PREPARATION OF CORRECTIVE MAINTENANCE INSTRUCTION
D-01-100-204/SF-000	SPECIFICATION FOR PREPARATION OF PREVENTIVE MAINTENANCE INSTRUCTION
D-01-100-207/SF-000	SPECIFICATION - PREPARATION OF PARTS IDENTIFICATION LISTS
D-01-100-207/SF-002	SPECIFICATION - PREPARATION OF INTERIM ILLUSTRATED PARTS MANUALS FOR LAND EQUIPMENTS

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D-01-100-211/SF-000	SPECIFICATION FOR PRESERVATION STORAGE AND HANDLING INSTRUCTIONS
D-01-100-214/SF-000	SPECIFICATION FOR PREPARATION OF PROVISIONING DOCUMENTATION FOR CANADIAN FORCES EQUIPMENT
D-01-100-215/SF-000	SPECIFICATION FOR PREPARATION OF MATERIEL CHANGE NOTICES (MCN) FOR CANADIAN FORCES EQUIPMENT
D-LM-008-011/SF-001	PREPARATION AND USE OF PACKAGING REQUIREMENTS CODES
D-LM-008-002/SF-001	SPECIFICATION FOR MARKING FOR STORAGE AND SHIPMENT
NEMA IEC 60529	DEGREES OF PROTECTION PROVIDED BY ENCLOSURES - IP CODE
MIL-STD-2073-1	STANDARD PRACTICE FOR MILITARY PACKAGING
MIL-STD-810F	DOD TEST METHOD STANDARD FOR ENVIRONMENTAL ENGINEERING CONSIDERATIONS AND LABORATORY TESTS
SOR/89-202	EXPORT CONTROL LIST (CONSOLIDATION)

## 3.0 Requirements

### 3.1 Overview

3.1.1 This section describes the work required to supply and deliver the type and quantity of DVB system and associated equipment.

3.1.2 **The DVB system shall consist of the following components:**

3.1.2.1 Handheld control unit including monitoring display data processor with video recorder/player and digital image capture;

3.1.2.2 Flexible insertion tube (probe);

3.1.2.3 Integral and articulated camera tip;

3.1.2.4 Light source;

3.1.2.5 User guide; and

3.1.2.6 Light-weight, hardened, shipping/transportation cases for the above components and any other required items.

3.1.3 **The DVB system should include the following optional components:**

3.1.3.1 Optical adapter kit for the camera tip different directions views ( front and side);

3.1.3.2 Backpack.

### 3.2 DVB System Characteristics

3.2.1 General

3.2.1.1 The DVB shall be in service with law-enforcement or armed forces in NATO or ABCA countries for at least one year.

3.2.1.2 The DVB shall be a Commercial-off-the-Shelf (COTS) production model, i.e. from a current or previous production line and not a prototype or pre-production model.

3.2.1.3 The DVB shall be made using new materials and components only.

3.2.2 Design

3.2.2.1 The DVB shall be designed for the EOD/IEDD operations and meet all stated requirements contained in this Specification.

3.2.2.2 Any of the components (stored or operated) within the hardened shipping/transportation cases shall be removable if required and completely operable outside of the hardened case.

3.2.3 Time to assemble and start operating

3.2.3.1 Time to assemble and start operating, including connection of components and/or accessories and the display of images from imaging media, shall take 3 (three) minutes or less to accomplish.

3.2.4 Transportability

3.2.4.1 All DVB components shall be stored and transported in waterproof, dustproof, and shock resistant carrying case(s) to facilitate shipping and offer protection to internal components.

3.2.5 Operator Mobility

3.2.5.1 A backpack option, also waterproof and dustproof, should be available for the transportation of the DVB system, as per para 3.3.1.3.

3.2.6 Maintainability

3.2.6.1 The intended in-service life of the DVB system shall be no less than ten (10) years and Complete Overhaul shall not be required over the life of the DVB system.

3.2.6.1.1 Complete Overhaul is defined as corrective repair or replacement of the data processor and light source, flexible insertion tube, integral camera tip, handheld control, and video monitoring screen.

3.2.6.2 The contractor shall have a national capability or responsibility for the maintenance and repair of the equipment in accordance to equipment manufacturer's recommendations.

### 3.3 Physical Characteristics

3.3.1 Weight

3.3.1.1 The DVB system operational weight shall not exceed 3 (three) kg.

3.3.1.2 The DVB system case, including contents, as per para 3.2.4.1, shall not exceed 8 (eight) kg.

3.3.1.3 The backpack option, including the DVB system and power source, should not exceed 5 (five) kg total weight.

3.3.2 Robustness

3.3.2.1 The DVB system shall be ruggedized enough to function after multiple drops from a height of one (1) meter onto a hard compacted gravel surface.

### 3.4 DVB System Components

3.4.1 Handheld control unit including monitoring display data processor with video recorder/player and digital image capture.

3.4.1.1 The DVB system shall be of durable construction ruggedized for military operation.

- 3.4.1.2 The DVB system shall be operable with one hand only (other hand used to guide the probe).
  - 3.4.1.3 When the operator puts the unit on the ground, he shall maintain a view of the display while standing next to it.
  - 3.4.1.4 Shall have variable intensity white light (blue and IR light are desirable) including operation of the DVB system without generating light.
  - 3.4.1.5 The DVB system shall record still images in low-compression JPEG or BMP file format.
  - 3.4.1.6 The DVB system shall record video in MPEG / AVI format.
  - 3.4.1.7 Video output from the DVB system shall be full motion streaming through a USB port.
  - 3.4.1.8 The DVB system shall have the capability of at least 2 hours of recording time in a removable SD, micro SD or flash card.
- 3.4.2 Flexible insertion tube (probe)
- 3.4.2.1 The probe shall be of durable construction, ruggedized for military operation.
  - 3.4.2.2 The probe diameter shall be 8 (eight) mm or less.
  - 3.4.2.3 The probe length shall be between 1.5 m and 3.0 m inclusive.
  - 3.4.2.4 The probe tip shall articulate 4 (four) ways, bend angle minimum 90° in every direction.
  - 3.4.2.5 The probe shall meet or exceed IP57 ingress protection rating.
  - 3.4.2.6 The probe should be resistant to chemicals such as engine oils, heating oils, Diesel fuel.
- 3.4.3 Video monitoring display
- 3.4.3.1 Shall have a screen size of at least 3.5" up to 10" coloured display.
    - 3.4.3.1.1 Shall have a sun-readable screen.
- 3.4.4 Power source(s)
- 3.4.4.1 The batteries shall be common alkaline "AAA", "AA", "C" or "D" cells.

### 3.5 Performance Characteristics

- 3.5.1 The DVB system shall be capable of:
  - 3.5.1.1 Displaying an image with resolution of 640x480 (NTSC model) or better.
  - 3.5.1.2 Frame rate shall be of 29 fps as a minimum.

- 3.5.1.3 Field of view shall be more than 60° on at least one axis.
- 3.5.1.4 Depth of Field of the camera shall range from 15 mm to a minimum of 100mm.
- 3.5.2 Operating time
  - 3.5.2.1 Continuous DVB system operating time shall be at least 1 (one) hour without battery replacement.

### 3.6 Environmental and Climatic Characteristics

#### 3.6.1 Operation and Storage Conditions

- 3.6.1.1 The DVB system shall be capable of operating within the temperature range of -10°C to +40°C.
- 3.6.1.2 The DVB system shall be capable of operating within the humidity range of 5% to 95% relative humidity (RH) non-condensing.
- 3.6.1.3 The DVB system shall be capable of being stored within the temperature range of -10°C to +45°C.

#### 3.6.2 Environmental Conditions

- 3.6.2.1 DVB shall be stored and transported within hardened cases, the following requirement only relates to the hardened transport cases:

- 3.6.2.1.1 Hardened transport cases shall meet or exceed an IP66 rating IAW with NEMA IEC 60529.

#### 3.6.3 Durability

- 3.6.3.1 DVB shall be stored and transported within hardened cases, the following requirements only relate to the DVB system when within those cases:

- 3.6.3.1.1 General – the DVB system shall be ruggedized to sustain prolonged use in harsh environments.

- 3.6.3.1.2 Vibration and Shock

- 3.6.3.1.2.1 The vibration induced by transportation over rough roads and terrain shall not cause the DVB system to malfunction or cause degradation of performance and it shall not shorten its operational life.

### 3.7 Environmental Health and Safety

- 3.7.1 Environmental Health and Safety (EHS) consideration shall be incorporated and documented into the decision making process for the Work performed under this Contract. EHS documentation shall be maintained within the project file throughout the life of this Contract. The Contractor shall provide for and allow DND inspection and monitoring of EHS documentation throughout the life of the contract.



- 3.7.2 Polychlorinated Biphenyls (PCBs), halocarbons (Ozone-Depleting Substances Regulations, 1998), and asbestos are not to be incorporated into the design, operation and maintenance of the equipment, or products used in equipment support activities.
- 3.7.3 The Contractor shall identify and report all sources of mercury contained or used within the design, operation and maintenance of the equipment, or products used in equipment support activities.
- 3.7.4 The Contractor shall comply with Department of National Defence (DND) policies, orders, directives, instructions and best practices when accessing DND owned or controlled lands, buildings or equipment.
- 3.7.5 Canada Labour Code, Part II dictates that the least hazardous materials should be used at the workplace. Therefore, the Contractor is to strive to use the least hazardous product that meets the requisite performance requirements.
- 3.7.6 The Contractor shall include Material Safety Data Sheets (MSDS) with the bid submission, for each hazardous product/material which are used in the operation and maintenance of the DVB system, that fall under the Hazardous Products Act, R.S.C. 1985, c. H-3 and regulation(s) there under in accordance with the said Act and regulation(s), at minimum.
- 3.7.7 New or amended support documentation such as Canadian Forces Technical Orders (CFTOs) shall incorporate appropriate EHS warnings and instructions in direct relation of the EHS risks presented in the contents.
- 3.7.8 It is the Contractor's responsibility to ensure that specifications, standards, support documents and test programs are reviewed for EHS compliance.
- 3.7.9 The Contractor shall provide an Environmental Health and Safety Impact Report (EHSIR) IAW DID DVB-PM-002 at Appendix 3 to ANNEX A and CDRL DVB-PM-002 at Appendix 4 to ANNEX A on the provided DVB systems/materials/services.

### 3.8 Project Management

- 3.8.1 Project Management Program
  - 3.8.1.1 The Contractor shall designate a project manager with the responsibilities to coordinate, execute, and manage the Contractor's project management activities for the Contract. The Contractor's Project Manager shall have the total responsibility for all works required under the Contract.
  - 3.8.1.2 The Contractor's Project Manager shall be the primary point of contact between the Contractor and the DND Technical Authority and the PWGSC Contracting Authority for all issues related to the Contract.
- 3.8.2 Project Management Plan
  - 3.8.2.1 The Contractor shall prepare, deliver, maintain and update a Project Management Plan (PMP) IAW DID DVB-PM-001 at Appendix 3 to ANNEX A and it's associated CDRL DVB-PM-001 at Appendix 4 to ANNEX A. The PMP describes the Contractors plan for the manufacture and supply of the required DVB systems.
- 3.8.3 Project Review Meetings

### 3.8.3.1 Meeting Organization and Coordination

- 3.8.3.1.1 The Contractor shall ensure that data, personnel and facilities are available for each meeting.
- 3.8.3.1.2 As appropriate, meetings may be held at the Contractor or DND facilities at the discretion of the TA.
- 3.8.3.1.3 The Contractor's Project Manager shall be present at all meetings. If the Project Manager does not have final approval authority for decision making and changes, then the person that has that final approval authority shall also be present at all meetings.

### 3.8.3.2 Kick-off Meeting

- 3.8.3.2.1 The Contractor shall host a Kick-off Meeting no later than twenty-one (21) calendar days after contract award to review and secure a common understanding of the requirements expressed in the following documents:
  - 3.8.3.2.1.1 The Contract;
  - 3.8.3.2.1.2 SOW;
  - 3.8.3.2.1.3 Integrated Logistics Support Deliverables (see 3.9);
  - 3.8.3.2.1.4 Production Plan; and
  - 3.8.3.2.1.5 Any other contractual or programmatic issues associated with the project as agreed between the DND TA, PWGSC CA and the Contractor.

### 3.8.3.3 Other meetings

- 3.8.3.3.1 The Contractor and/or the TA and/or the Integrated Logistics Support Manager may schedule informal reviews, such as teleconferences, video conferences, briefings and technical interchange meetings, as required to help achieve the requirements of the Contract.
- 3.8.3.3.2 The Contractor shall formally submit all items that could have a contractual impact as they arise.

### 3.8.3.4 Meeting Documentation

- 3.8.3.4.1 The Contractor shall prepare and deliver a meeting agenda for all meetings.
- 3.8.3.4.2 The Contractor shall prepare meeting agendas IAW DID DVB-PM-003 at Appendix 3 to ANNEX A and it's associated CDRL DVB-PM-003 at Appendix 4 to ANNEX A.
- 3.8.3.4.3 The Contractor shall record, prepare, and deliver the minutes of each meeting IAW DID DVB-PM-003 at Appendix 3 to

ANNEX A and it's associated CDRL DVB-PM-003 at Appendix 4 to ANNEX A.

- 3.8.3.4.4 No change in the interpretation of the Project, SOW, cost, or schedule, as defined in the Contract, may be authorized by the minutes of a meeting. Such action shall require formal Contract amendment by the CA.

### 3.8.4 Engineering Drawings and Associated Lists

- 3.8.4.1 The Contractor shall prepare and deliver for acceptance level two (2) drawings and associated lists for the DVB. All engineering drawings and associated lists shall be IAW DID DVB-SE-101 at Appendix 3 to ANNEX A and it's associated CDRL DVB-SE-101 at Appendix 4 to ANNEX A.

## 3.9 Integrated Logistics Support

### 3.9.1 Supply Support

- 3.9.1.1 **Interim Spares List:** The Contractor shall prepare and deliver an Interim Spares List (ISL) IAW DID DVB-ILS-207 at Appendix 3 to Annex A and its associated CDRL DVB-ILS-207 at Appendix 4 to this Annex A.
- 3.9.1.2 **Recommended Spare Parts List:** The Contractor shall prepare and deliver a Recommended Spare Parts List (RSPL) IAW DID DVB-ILS-205 in Appendix 3 to Annex A and its associated CDRL DVB ILS-205 in Appendix 4 to Annex A.
- 3.9.1.3 **Supplementary Provisioning Technical Documentation:** The Contractor shall deliver Supplementary Provisioning Technical Documentation for each item appearing in the RSPL IAW DID DVB-ILS-206 at Appendix 3 to Annex A, and its associated CDRL DVB-ILS-206 at Appendix 4 to Annex A.
- 3.9.1.4 **Packaging and Markings:** The Contractor shall deliver a Packaging and Markings sample label IAW DID DVB-ILS-210 at Appendix 3 and its associated CDRL DVB-ILS-210 at Appendix 4 to this ANNEX A. Once the sample label is approved, the Contractor shall affix a label on all Interim and Recommended Spare Parts Lists items bought by DND before the items are shipped to DND and/or CFSD.
- 3.9.1.5 **Contract Delivery Status Report (CDSR):** The Contractor shall report the delivery status of items ordered from the Contractor by Canada IAW DID DVB ILS-209 its associated CDRL DVB-ILS-209 at Appendix 4 to ANNEX A.
- 3.9.1.6 **Special Tools and Test Equipment**
- 3.9.1.6.1 The Contractor shall prepare and submit a Special Tools and Test Equipment (STTE) List IAW DID DVB-ILS-211 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-211 at Appendix 4 to ANNEX A.
- 3.9.1.6.2 The installation of militarized components shall not require the development of new STTE to meet Canada's application.
- 3.9.1.7 **Identification Plates**

3.9.1.7.1 The Contractor shall submit, representative Level 2 engineering drawings, as defined in D-01-100-214/SF-000, of every Identification Plate designed IAW DID DVB-ILS-201 at Appendix 3 to Annex A and its associated CDRL DVB-ILS-201 at Appendix 4 to Annex A.

3.9.1.7.2 Once the Identification Plate designs produced under 3.9.1.7.1 above are approved, the Contractor shall ensure that all DVB associated components have those required Identification Plates or markings IAW Section 10.1 of DID DVB-ILS-201 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-201 at Appendix 4 to ANNEX A prior to being delivered to DND.

### 3.9.2 End-User Support

3.9.2.1 **Instruments, Decal, Data Plates and Warnings:** All DVB instruments, decals and data plates shall be marked in metric units. Where international symbols are not possible, bilingual markings in English and Canadian French are required. Warning and precautionary data plates shall be provided in both official languages of Canada – English and Canadian French – where necessary to protect personnel and equipment.

#### 3.9.2.2 Technical Publications Program

3.9.2.2.1 **Publication Translation:** The Contractor shall have all Technical Publications listed within 3.9.2.2 translated by certified translators, such as members of an authorized provincial association of translators to ensure the quality of translated text. The translator shall have technical knowledge and understand the use and functioning of the DVB system. The Contractor shall ensure all translations are consistent with approved DND terminology. Approved terminology sources, in order of priority, are as follows:

3.9.2.2.1.1 NATO Glossary of Terms and Definitions (English and French), AAP-06(2012); (<http://nsa.nato.int/nsa/zPublic/ap/aap6/AAP-6.pdf>)

3.9.2.2.1.2 Concise Oxford Dictionary (for English);

3.9.2.2.1.3 Petit Robert (for Canadian French);

3.9.2.2.1.4 Termium, PWGSC Translation Bureau Linguistic Data Bank (<http://www.termium.gc.ca/tpv2alpha/alpha-eng.html?lang=eng&index=ent>); and

3.9.2.2.1.5 Any other available source approved by DND.

3.9.2.2.2 **Copyright Release:** The Department of National Defence reserves the right to reproduce, in part or in whole, all publications produced under 3.9.2.4. Supply of the publications shall include a royalty-free, irrevocable copyright release with rights of translation in English and/or French (refer to A-AD-100-100/AG-000) with the limitation that the

data shall not be released outside the Canadian Government if the supplier so states.

- 3.9.2.2.3 **Operator and Maintenance Manual:** The Contractor shall deliver a combined Operator and Maintenance Manual once approved, one with each DVB System IAW DID DVB-ILS-202 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-202 at Appendix 4 to ANNEX A.
- 3.9.2.2.4 **Illustrated Parts Manual:** The Contractor shall deliver an Illustrated Parts Manual IAW DID DVB-ILS-203 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-203 at Appendix 4 to ANNEX A.
- 3.9.2.2.5 **Training Package:** The Contractor shall provide a comprehensive Training Package that will allow the CF Subject Matter Experts to adequately train Operators. This Training Package shall be prepared and delivered IAW DID DVB-ILS-204 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-204 at Appendix 4 to ANNEX A.
- 3.9.2.2.6 **Quick Start Guide:** The Contractor shall deliver a Quick Start Guide once approved, one with each DVB System IAW DID DVB-ILS-212 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-212 at Appendix 4 to ANNEX A.

### 3.9.3 Life Cycle Management

- 3.9.3.1 **Warranty Support Plan:** The Contractor shall deliver a Warranty Support Plan IAW DID DVB-ILS-208 at Appendix 3 to ANNEX A and its associated CDRL DVB-ILS-208 at Appendix 4 to ANNEX A.

## 4.0 Contract Deliverables

### 4.1 General

- 4.1.1 The Contractor shall ensure that the DVB are delivered correctly adjusted and serviced such that the DVB systems are ready for operation and transportation.
- 4.1.2 The Contractor shall deliver a total quantity of forty-two (42) DVB, with an option of up to further forty-two (42) within two (2) years, including all associated accessories, spares & tools IAW the contract
- 4.1.3 Where applicable, the Contractor shall provide a corporate license for any and all required software associated with the equipment.

### 4.2 List of Deliverables

Item	Item Description	Qty	Option
1	Digital Video Borescope (DVB) System	42	42
2	Intentionally left blank		
3	Project Management Plan (para 3.8.2)	LOT	
4	Meeting Agenda (para 3.8.3.4.2)	As required	
5	Meeting Minutes (para 3.8.3.4.3)	As required	
6	Engineering Drawings and Associated Lists (para 3.8.4)	LOT	
7	Interim Spares List (para 3.9.1.1)	LOT	
8	Recommended Spare Parts List (para 3.9.1.2)	LOT	
9	Supplementary Provisioning Technical Documentation (para 3.9.1.3)	LOT	
10	Packaging and Marking (para 3.9.1.4)	LOT	
11	Contract Delivery Status Report (para 3.9.1.5)	As required	As required
12	Special Tools and Test Equipment List (3.9.1.6)	LOT	
13	Identification Plates (para 3.9.1.7)	LOT	
14	Operator and Maintenance Manual (para 3.9.2.2.3)	LOT	
15	Illustrated Parts Manual (para 3.9.2.2.4)	LOT	
16	Training Package (para 3.9.2.2.5)	LOT	
17	Warranty Support Plan (para 3.9.3.1)	LOT	
18	Quick Start Guide (3.9.2.2.6)	LOT	

### 4.3 Data Deliverable List

- 4.3.1 The Contractor shall prepare and deliver all data required under the Contract as summarized in section 4.2.
- 4.3.2 The Contractor shall maintain and update all data deliverables, including plans and documents, as required for the duration of the Contract.

### 4.4 Data Format

- 4.4.1 All data delivered as part of this SOW, other than those with specific requirements, shall be prepared in the Contractor's own format. All documentation shall be submitted in hardcopy and in electronic format using software, which is authorized by the DND. Delivery media containing compressed files shall also contain the decompression software.
- 4.4.2 Unless otherwise specified as a specific requirement, the Contractor shall deliver all of the soft copies of data deliverables in formats compatible with the office software currently in use by the DND as listed in Appendix 1 of Annex A – DND Office Software List.
- 4.4.3 Those compatible formats shall allow the files to be recognized, opened, and viewed or read in their intended form and format using DND office software, as well as allowing the user to modify, select, copy and paste information from the files to other DND office software files.

## 4.5 Delivery Schedule

- 4.5.1 The Contractor shall submit a proposed delivery schedule to meet the following delivery schedule for the DVB:
- 4.5.1.1 First Delivery: Twelve (12) DVB, within ninety (90) calendar days following the Kick-off meeting.
- 4.5.1.2 Last Delivery: Thirty (30) DVB, within one hundred eighty (180) calendar days following the Kick-off meeting.

## **APPENDIX 1 – DND OFFICE SOFTWARE LIST**

This appendix lists the office software and operating system used by the DND TA:

- a) Microsoft (MS) Windows XP Professional Operating System (OS), Multilingual Pack, Service Pack 2;
- b) MS Internet Explorer (IE) 7.0 with 128 Bit Encryption and associated SP;
- c) MS Office 2003, Professional Edition, SP3, Multilanguage Pack (Word, Excel, Access, PowerPoint and Outlook);
- d) MS Project 2003;
- e) Quickview Plus 6.0;
- f) Adobe Acrobat 7.0;
- g) MS Visio 2000 (6.0);
- h) WinZip 8.1 SR-1; and
- i) Telelogic DOORS 8.1.



The Canadian Forces Explosive Ordnance Disposal (EOD) Team Equipment

COMMERCIAL ENGINEERING DRAWINGS  
AND  
ASSOCIATED LISTS  
FOR  
THE DIGITAL VIDEO BORESCOPE (DVB) SYSTEM

Last revised: 10 Oct, 2012

Prepared by:  
PMO CF EOD Team Equipment Project  
DCSEM 9 and DSCO 5-3-5  
National Defence Headquarters  
Major General George R. Pearkes Building  
Ottawa, Ontario  
K1A 0K2

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## **1 General:**

Engineering Drawings, Associated Lists and Reference Documents shall be provided in accordance with the following requirements and in the final form specified below.

### **1.1 DSCO 5-3-5 Technical Data Action Notice (TDAN) Number:**

The following number has been assigned to control the acquisition of all Engineering Drawings and Associated Lists produced under this contract:

**TDAN Number: 114471027**

### **1.2 Applicable Documents:**

D-01-400-002/SF-000 dated 83-11-30, Drawings, Engineering and Associated Lists.

D-LM-008-022/SG-000, Standard for Packaging of Documentation

ASME Y14.100, Engineering Drawing Practices

ASME Y14.24, Types and Applications of Engineering Drawings

ASME Y14.34M, Associated Lists

ISO 9660, Information Processing - Volume and File Structure of CDROM for Information Interchange

Z234.1-00, Canadian Metric Practices Guide

TIFF Revision 6, Adobe Systems Incorporated, dated June 3, 1992

### **1.3 New Drawings:**

The contractor shall prepare and deliver Engineering Drawings and Associated Lists which meet the design disclosure and legibility requirements of the specified level as defined by the Canadian Forces Engineering Drawings and Associated Lists specification D-01-400-002/SF-000.

#### **1.3.1 Drawing Level:       Level 2 Limited Production / Prototype**

### **1.4 Drawing Practices:**

Drawing practices shall be in accordance with ASME Y14.100.

## **2 Data Lists:**

Data Lists complete with Cover Sheets are required and shall be prepared in accordance with ASME Y14.34M and supplied as part of the Engineering Drawings. Data Lists shall be prepared at the item level of assembly (and/or end item) declared for future production by the Technical Authority. Cover sheets shall be prepared as sheet one (1) of the Data List. Cover Sheets shall include the Contract Number and a note which details the **Intellectual Property Rights** that apply to the data identified on the Data List (see para 7).

## **3 Reference Documents:**

Reference documents called up on the Engineering Drawings (excepting those, which are government, society and readily available industrial specifications or standards) shall be included as part of the Engineering Drawings and Associated Lists.

## **4 Contractor Drawings:**

Existing Contractor Drawings being provided as part of the Engineering Drawing Package shall meet the requirements of paragraph 3.2 of D-01-400-002/SF-000. In the event that Contractor Drawings do not meet the specified requirements the contractor shall rework the drawings to ensure that the requirements are met.

## **5 Technical Data Action Notice (TDAN):**

A TDAN shall be prepared listing all Drawings and Associated Lists delivered as a result of the contract. A sample TDAN can be provided upon request.

### **5.1 Drawing System:**

The mono-detail drawing system shall be used.

### **5.2 Drawing Types:**

The contractor shall provide the necessary types of drawings that will satisfy the sophistication of the specified drawing level. Drawing types selected shall be in accordance with ASME Y14.24. Type selection shall be subject to the approval of both the DND Technical Authority and DSCO 5-3-5.

### **5.3 Parts Lists:**

Parts lists shall be prepared integral with the drawings. On multi-sheet drawings, the parts list shall be placed on sheet one (1).

### **5.4 Control Drawings:**

Control Drawings as defined in ASME Y14.24 shall be prepared for commercial items approved for use in the design, which are not defined by Government or nationally recognized industrial specifications and standards.

### **5.5 Family-Tree Drawing(s):**

The contractor shall prepare a Family-Tree Drawing(s) of the complete configuration of the Engineering Drawing Package and it shall be subject to the approval of both the DND Technical Authority and DSCO 5-3-5.

## **5.6 Units of Measure:**

The DND Technical Authority will determine the units of measure (metric or Imperial). Metric drawings shall comply with Z234.1-00 Canadian Metric Practices Guide.

## **6 Integration:**

The prime Contractor shall be fully responsible for the integration of the new and existing drawings to form a complete Engineering Drawing Package.

## **7 Data Rights:**

The Government of Canada shall have rights in data as detailed in the Terms and Conditions of the contract.

### **7.1 Data Rights Legend:**

The Contractor shall mark all Foreground & Background Engineering Drawings & Associated Lists delivered under this contract with a complete notation as detailed at “**Intellectual Property Rights**” and/or “**Data Rights**” clause(s) of the contract.

## **8 Quality Assurance Provisions:**

Quality of the Engineering Drawings and Associated Lists delivered on this contract is the responsibility of the contractor and subject to the quality requirements of the contract.

### **8.1 Acceptance:**

Acceptance of the Engineering Drawings, Associated Lists and Reference Documents for technical content requirements will be the responsibility of the DND Technical Authority. Acceptance of the Engineering Drawings, Associated Lists, Reference Documents and Electronic Data Deliverables for format requirements will be DSCO 5-3-5.

#### **8.1.1 Interim Deliverables for Acceptance Purposes:**

Two complete, full-size, print copy sets of the Engineering Drawings, Associated Lists and Reference Data shall be delivered in hard copy form for acceptance purposes (reduced size" print copies may be acceptable provided that they are legible). If the package cannot be accepted, for reasons of either technical content or format, it may be necessary to resubmit the print copy sets.

##### **8.1.1.1 Level 2 - Prototype / Limited Production:**

Following acceptance of the Level 2 Engineering Drawings, Associated Lists and Reference Documents, the Level 2 Engineering Drawings, Associated Lists and Reference Documents shall be forwarded to DSCO 5-3-5.

## **9 Final Deliverables:**

Upon acceptance, the Level 2 Engineering Drawings, Associated Lists and Reference Data shall be delivered in soft copy form as outlined herein.

## **9.1 Soft Copy Deliverables:**

Soft copy deliverables shall include the Engineering Drawings, Associated Lists, Reference Data and the associated Metadata in electronic form.

### **9.1.1 Engineering Drawings:**

Engineering Drawings shall be delivered as Raster files as detailed herein. Multi-sheet drawings shall be delivered one sheet per file.

### **9.1.2 Associated Lists:**

Associated Lists shall be delivered as Raster files as detailed in herein. Multi-sheet lists shall be delivered one sheet per file.

### **9.1.3 Reference Documents:**

Reference Documents shall be delivered as Raster files as detailed herein or in a format deemed acceptable by the DSCO 5-3-5.

### **9.1.4 TDAN:**

The TDAN shall be delivered as Raster files as detailed in herein. Multi-sheet TDANs shall be delivered one sheet per file.

### **9.1.5 Metadata (Capture of Related Information):**

Metadata (the data that describes data objects) shall be provided for all Engineering Drawings, Associated Lists and Reference Data deliverables. Metadata records shall contain the information in the order shown in Table 1. Metadata shall be delivered as a Microsoft Access 2000 database shown at Figure 1.

#### **9.1.5.1 DATABASE TABLE:**

Each delivered image shall have a corresponding database record. All records shall be entered into a single Microsoft Access 2000 database table. Fields without corresponding information shall remain blank. The Microsoft Access 2000 database file shall be named "metadata.mdb".

### **9.1.6 File Formats for Raster Data:**

Raster data shall be Tagged Image File Format in accordance with Adobe Systems Inc. specification "TIFF Revision 6", compressed to CCITT Group 4. Files shall be UNTILED and be wholly raster (hybrid files shall not be delivered).

#### **9.1.6.1 Pel Density:**

Raster image pixel element (Pel) density shall be 200 dpi.

#### **9.1.6.2 Position of Pels:**

Position of Pels shall be as follows:

- i) Portrait Data: line progression 270 degrees, Pel path 0 degrees.
- ii) Landscape Data: line progression 270 degrees, Pel path 0 degrees.

#### **9.1.6.3 Image Sizes:**

Image sizes as outlined in Table 2 are provided as a guide and sizes may vary slightly, but no more than plus or minus one inch (25 mm) in either width or length.

#### **9.1.6.4 Cropping:**

Images shall be cropped such that the engineering drawing is free from extraneous information. For example, drawing formats having an inside and an outside border shall be cropped closely to the outside of the outside border. Drawing formats having only one border, where zone or quadrant identification is outside of that border shall be cropped such that the zone information is retained.

#### **9.1.6.5 Skew Correction:**

In general, skew correction is not required. If the Contractor deems it necessary, correction shall be done to 0 degrees and 90 degrees.

#### **9.1.6.6 Despeckling:**

If any despeckling is required, the Contractor shall ensure that data integrity is not compromised by this operation.

#### **9.1.6.7 Image Foreground /Background:**

Images shall be black on white background.

#### **9.1.6.8 File Names/Batch Number Allocation:**

File names and a batch number shall be requested in writing from DSCO 5-3-5. Quantity of file names required shall be specified at the time of the request.

#### **9.1.7 Media of Delivery:**

The media form for final delivery of electronic data shall be CD-ROM, written in accordance with ISO 9660. (File compression software shall not be used.) Each CD-ROM and its case shall be labeled or marked in a method of the contractor's choosing. Each label or marking shall display the Batch Number, Contract / Task number, TDAN number and the date the CD-ROM was created.

#### **10 Packaging/Marking/Loss/Damage:**

Reproducible and non-reproducible data shall be preserved packaged and marked in accordance with CF Standard D-LM-008-022/SG-000. Exterior shipping containers shall be marked with the contract and TDAN number and in the event of loss or damage while in shipment, the responsibility for replacement shall be that of the primary Contractor and shall be at the primary Contractor's expense.



## **11 Mail Delivery:**

DSCO 5-3-5 Deliverables shall be forwarded to:

Department of National Defence  
National Defence Headquarters,  
MGen George R. Pearkes Building,  
OTTAWA ON K1A 0K2

Attention: **DSCO 5-3-5, 1 LSTL NQ 09**

## **12 Inquiries, Visits or Courier Deliveries:**

After contract award, **DSCO 5-3-5** may be contacted at **(819) 994-9352**,  
Fax **(819) 997-0302**. The address is:

Department of National Defence  
Louis St. Laurent Building  
555 boul de la Carriere,  
GATINEAU QC J8Y 6R5

Attention: **DSCO 5-3-5**

**TABLE 1 INDEX FIELDS**

<b>Order</b>	<b>Field Name</b>	<b>Max Field Length</b>	<b>Field Definition / Description</b>	<b>Example Entry</b>
1	<b>FILENAME</b> <i>(all one word)</i>	12 (8.3)	Name of electronic file - unique filename for uploading in database. File names will be issued by DSCO 5-3-5. Alpha characters shall be uppercase.	<b>LZ000235.TIF</b>
2	<b>BATCHNO</b> <i>(all one word)</i>	8	Batch number - used for uploading files in database. Batch number will be assigned with filenames. Alpha characters shall be uppercase.	<b>LZ001</b>
3	<b>DOCUMENTNO</b> <i>(all one word)</i>	25	This field shall contain the document number.	<b>9775458</b>
4	<b>REVISION</b>	3	Letter or number indicating the revision level. If there is no rev, indicate with dash ("-")	<b>B</b>
5	<b>SHEETNO</b> <i>(all one word)</i>	3	Sheet number x of y. Enter the value of x.	<b>1</b>
6	<b>NOOFSHEETS</b> <i>(all one word)</i>	3	Sheet number x of y. Enter the value of y.	<b>1</b>
7	<b>FRAMENO</b> <i>(all one word)</i>	3	Frame number x of y. Enter the value of x. (This field is applicable only when capturing data from aperture cards.) When field is not applicable, leave blank.	
8	<b>NOOFFRAMES</b> <i>(all one word)</i>	3	Frame number x of y. Enter the value of y. (This field is applicable only when capturing data from aperture cards.) When field is not applicable, leave blank.	
9	<b>NSCM</b>	5	This field shall contain the NATO Supply Code for Manufacturers (NSCM) of the Owner of the data. (Also known as FSCM, CAGE or NCAGE code.)	<b>35097</b>
10	<b>SIZE</b>	2	This field contains the document size. -For imperial sizes use A, B, C, D, E, F, G, H, J, K and LE (for legal) -For metric sizes use A4, A3, A2, A1, A0 and B1.	<b>A2</b>
11	<b>ADDITIONALIDENTIFIER</b> <i>(all one word)</i>	10	This open field shall be used when two (2) or more documents have the same document number but are different documents. e.g. Document 12345, Document 12345 DCR 001, then "DCR 001" would be entered in this field. When field is not applicable, leave blank.	<b>DCR 001</b>

12	<b>DATARIGHTS</b> <i>(all one word)</i>	1	The data rights as specified in the contract. "L" for "LIMITED" or "U" for "UNLIMITED"	<b>U</b>
13	<b>DOCUMENTTITLE</b> <i>(all one word)</i>	240	Title of document. (i.e. Drawing title)	<b>BRACKET ASSY</b>
14	<b>TDANNO</b> <i>(all one word)</i>	12	This field shall be used to enter the TDAN number assigned for the project.	<b>114471027</b>
15	<b>ERN</b>	8	This field shall be used for the Equipment Registration Number. Information shall be provided if required, otherwise the field may be left blank.	
16	<b>EAC</b>	8	This field shall be used for the Equipment Application Code. Information shall be provided if required, otherwise the field may be left blank.	
17	<b>EQUIPMENT</b>	75	Name of the Equipment. Information shall be provided if required, otherwise the field may be left blank.	

**TABLE 2 DRAWING SIZES**

<b>METRIC DRAWING SIZES</b>			
<b>Drawing Size</b>	<b>W x L (max) (mm)</b>	<b>Pels Per Line</b>	<b>Number of Lines</b>
A4	210 X 297	1656	2344
A3	297 X 420	2344	3312
A2	420 X 594	3312	4680
A1	594 X 841	4680	6624
A0	841 X 1189	6624	9368
B1	707 X 1000	5567	7875
<b>NORTH AMERICAN / IMPERIAL DRAWING SIZES</b>			
<b>Drawing Size</b>	<b>W x L (max) (inches)</b>	<b>Pels Per Line</b>	<b>Number of Lines</b>
A	8.5 x 11	1704	2200
B	11 x 17	2200	3400
C	17 x 22	3400	4400
D	22 x 34	4400	6800
E	34 x 44	6800	8800
F	28 x 40	5600	8000
G	11 x 90	2200	18000
H	28 x 143	5600	28600
J	34 x 176	6800	35200
K	40 x 143	8000	28600
Legal	8.5 x 14	1704	2800

**Sample record entries (Metadata) in database table:**  
 (The following table is shown on two lines to suit page width.)

FILENAME	BATCHNO	DOCUMENTNO	REVISION	SHEETNO	NOOFSHEETS	FRAMENO	NOOFFRAMES
LZ000235.TIF	LZ001	9775458	B	1	1	1	1
LZ000236.TIF	LZ001	9775457	-	1	1		

NSCM	SIZE	ADDITIONALIDENTIFIER	DATARIGHTS	DOCUMENTTITLE	TDANNO	ERN	EAC	EQUIPMENT
35097	A2	DCR 001	U	BRACKET ASSY	114471027			
35097	A1		U	BRACKET	114471027			

**FIGURE 1    Sample Metadata Records**

DATA ITEM DESCRIPTION  
FOR  
DIGITAL VIDEO BORESCOPE (DVB) SYSTEM

Last revised: 10 Oct, 2012

Prepared by:  
PMO CF EOD Team Equipment Project  
DCSEM 9  
National Defence Headquarters  
Major General George R. Pearkes Building  
Ottawa, Ontario  
K1A 0K2

**1.0 DATA ITEM DESCRIPTION (DID) ITEM LIST**

<b>DID #</b>	<b>Title</b>	<b>CDRL #</b>
DVB-PM-001	Project Management Plan (PMP)	DVB-PM-001
DVB-PM-002	Environmental, Health and Safety Impact Report	DVB-PM-002
DVB-PM-003	Meeting Agenda/ Meeting Minutes	DVB-PM-003
DVB-SE-101	Engineering Drawings and Associated Lists	DVB-SE-101
DVB-ILS-201	Identification Plates	DVB-ILS-201
DVB-ILS-202	Operator and Maintenance Manual	DVB-ILS-202
DVB-ILS-203	Illustrated Parts Manual	DVB-ILS-203
DVB-ILS-204	Training Package	DVB-ILS-204
DVB-ILS-205	Recommended Spare Parts List	DVB-ILS-205
DVB-ILS-206	Supplementary Provisioning Technical Documentation	DVB-ILS-206
DVB-ILS-207	Interim Spares List	DVB-ILS-207
DVB-ILS-208	Warranty Support Plan	DVB-ILS-208
DVB-ILS-209	Contract Delivery Status Report	DVB-ILS-209
DVB-ILS-210	Packaging and Markings	DVB-ILS-210
DVB-ILS-211	Special Tools and Test Equipment	DVB-ILS-211
DVB-ILS-212	Quick Start Guide	DVB-ILS-212

## 2.0 DATA ITEM DESCRIPTION (DID) DEFINITION

The following section defines the various blocks of information found on the Data Item Description (DID) forms:

### **BLOCK 1 – TITLE**

The title of the data item for the DID.

### **BLOCK 2 - IDENTIFICATION NUMBER**

The Data Item Description (DID) number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID. Note that the 001-099 series is reserved to Project Management (PM) DIDs, the 101-199 series is reserved to Systems Engineering (SE) DIDs and the 201-299 series is reserved to Integrated Logistics Support (ILS) DIDs. The abbreviation codes used for the prefix are:

“PM” for Project Management  
“SE” for Systems Engineering  
“ILS” for Integrated Logistics Support

### **BLOCK 3 - DESCRIPTION**

Provides a general description of the data content requirements.

### **BLOCK 4 - APPROVAL DATE**

Indicates the date of the originator's approval of the DID.

### **BLOCK 5 - OFFICE OF PRIMARY INTEREST (OPI)**

The office of primary interest for the review, acceptance and/or approval of the data item.

### **BLOCK 6 - GIDEP APPLICABLE**

An “X” indicates that the data is to be submitted by a Government organization or the Contractor to the Government/Industry Data Exchange Program (GIDEP). Otherwise the block is left blank.

### **BLOCK 7 - APPLICATION / INTERRELATIONSHIP**

Provides the application details and interrelationship of the data item to other DIDs or documents.

### **BLOCK 8 - ORIGINATOR**

Indicates the originator's office responsible for the DID.

### **BLOCK 9 - APPLICABLE FORMS**

Indicates any form associated with the DID.

### **BLOCK 10 - PREPARATION INSTRUCTIONS**

Provides the preparation instructions, including format and content requirements for the data.



<b>DATA ITEM DESCRIPTION</b>		
<b>1. TITLE</b> <b>Project Management Plan (PMP)</b>		<b>2. DID IDENTIFICATION NUMBER</b> <b>DVB-PM-001</b>
<b>3. DESCRIPTION</b> The Project Management Plan shall outline the Contractor's approach for managing all aspects of the Project. It (PMP) shall describe the Contractor's processes and organization to carry all management activities necessary to complete the Work within the approved schedule and budgetary constraints, and meeting all contractual requirements. The PMP will be used to provide the DND Technical Authority (TA) insight into the Contractor's project management practices and procedures as they apply to the Contract.		
<b>4. APPROVAL DATE</b> 2012	<b>5. OFFICE OF PRIMARY INTEREST</b> DND / DGLEPM / DCSEM 9	<b>6. GIDEP APPLICABLE</b>
<b>7. APPLICATION / INTERRELATIONSHIP</b> This Data Item Description (DID) contains the format, content and preparation instructions for the data product generated by the specific and discrete task requirements as delineated in the Contract, <b>Annex A, para 3.8.2.1.</b>		
<b>8. ORIGINATOR</b> DND / DGLEPM / DCSEM 9-2-2		<b>9. APPLICABLE FORMS</b>
<b>10. PREPARATION INSTRUCTIONS</b>		
<b>10.1 SOURCE DOCUMENT</b>		
10.1.1 The applicable issue of the documents cited herein, including their approval dates, and dates of any applicable amendments and revisions shall be as specified in the Contract.		
<b>10.2 FORMAT</b>		
10.2.1 The PMP is to be prepared in the Contractor's format and to the satisfaction of the DND Project Authority.		
<b>10.3 CONTENT</b>		
10.3.1 The PMP shall describe the management processes, administrative procedures and organizational structure that will be used to manage the Work of the Contractor. The PMP shall further detail the practices and procedures for project scheduling, planning, organizing, directing, executing, communicating, reporting, managing risk, managing environmental health and safety issues and impacts, managing information, and closing of action items for all Work required by the Contract. The PMP shall address in detail the above points through the following:		
10.3.1.1 Overview:		
a. Purpose, Background, Scope and Objectives;		
b. Assumptions, Constraints and Risks;		
c. Project Deliverables;		
d. Organization Summary; and		
e. Schedule Summary.		
10.3.1.2 Organization:		
a. Project Management Organizational Chart, including internal and external organizations as it pertains to this Contract;		
10.3.1.3 Management Processes:		
a. Project Management Approach and Procedures;		
b. Schedule Control;		
c. Quality Assurance;		
d. Reporting;		
e. Communications;		

- f. Risk Management (RM);
- g. Environmental, Health and Safety Issues Management;
- h. Information Management (IM); and
- i. Change Control Processes.

<b>DATA ITEM DESCRIPTION</b>		
<b>1. TITLE</b> <b>Environmental, Health and Safety Impact Report (EHSIR)</b>		<b>2. IDENTIFICATION NUMBER</b> DID DVB-PM -002
<b>3. DESCRIPTION</b> The EHSIR identifies and documents the environmental safety and health impact of the system/service provided by the Contractor throughout the various life cycle phases (design, engineering and manufacturing, test and evaluation, production and delivery, operation and maintenance, and demilitarization and disposal) and the mitigation measures required to reduce or eliminate significant environmental safety and health risks.		
<b>4. APPROVAL DATE</b> 2012	<b>5. OFFICE OF PRIMARY INTEREST</b> DVB ILS Manager	<b>6. GIDEP APPLICABLE</b> N/A
<b>7. APPLICATION/INTERRELATIONSHIP</b> This DID contains the format, content and preparation instructions for the Environmental, Health and Safety Impact Report (EHSIR) as required by Annex A SOW, para 3.7.9 and Appendix 6 to Annex A.		
<b>8. ORIGINATOR</b> <b>DND / DGLEPM / DCSEM 9-2-2 (TA)</b>		<b>9. APPLICABLE FORMS</b> N/A
<b>10. PREPARATION INSTRUCTIONS</b>		
<b>10.1 SOURCE DOCUMENT</b>		
10.1.1 The applicable issue of the documents cited herein, including their approval dates, and dates of any applicable amendments and revisions shall be as specified in the Contract.		
<b>10.2 FORMAT &amp; CONTENT</b>		
10.2.1 The Environmental, Health and Safety Impact Report format and content shall be outlined in Appendix 6 to ANNEX A of this Contract.		
<b>10.3 DETAILED REQUIREMENTS</b>		
10.3.1 The Environmental, Health and Safety Impact Report shall be provided in accordance with the requirements as outlined in Appendix 6 to ANNEX A of this Contract.		

<b>DATA ITEM DESCRIPTION</b>		
<b>1. TITLE</b> <b>Meeting Agenda/ Meeting Minutes</b>		<b>2. IDENTIFICATION NUMBER</b> DID DVB-PM-003
<b>3. DESCRIPTION</b> Meeting Agendas shall set forth the venue and identify the discussion items to be covered at meetings. Meeting Minutes shall consist of the detailed records of proceedings, discussions, decisions and action items from meetings.		
<b>4. APPROVAL DATE</b> 2012	<b>5. OFFICE OF PRIMARY INTEREST</b> DND/DGLEPM/DCSEM 9	<b>6. GIDEP APPLICABLE</b> N/A
<b>7. APPLICATION/INTERRELATIONSHIP</b> This Data Item Description (DID) contains the format, content and preparation instructions for the data product generated by the specific and discrete task requirements as delineated in the <b>ANNEX A, Para 3.9.3.4.2 &amp; Para. 3.9.3.4.3</b>		
<b>8. ORIGINATOR</b> <b>DND / DGLEPM / DCSEM 9-2-2 (TA)</b>		<b>9. APPLICABLE FORMS</b>
<b>10. PREPARATION INSTRUCTIONS</b>		
<b>10.1 SOURCE DOCUMENT</b>		
10.1.1 The applicable issue of the documents cited herein, including their approval dates, and dates of any applicable amendments and revisions shall be as specified in the Contract.		
<b>10.2 FORMAT</b>		
10.2.1 The Meeting Agenda shall be in the Contractor's format.		
<b>10.3 CONTENT</b>		
10.3.1 The Meeting Agenda shall set forth the venue, identify any requirements and list the discussion items to be covered at the meeting. The Meeting Minutes shall contain the detailed records of proceedings, discussions, decisions and action items from the meeting.		
10.3.1.1 The Agenda shall address and contain the following:		
a. Meeting Identification Number, Purpose, Date, time and location,		
b. Attendees, Opening Remarks, Agenda Review, Review of previous Minutes,		
c. Opened Discussion Items, New Discussion Items, Review of Action Items,		
d. Next Venue; and		
e. Closing Remarks.		
10.3.1.2. The Meeting Minutes shall contain the following:		
a. Attendees, Opening Remarks, Agenda Review;		
b. Review of previous Minutes;		
c. Discussion Items - Including a summary record of proceedings, discussions, decisions, information addresses, action addresses and action completion date, for each item;		
d. Next Venue, Closing Remarks; and		
e. Signatures of Contractor's Project Manager and signatures of PWGSC CA and DND Technical Authority (TA).		

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Engineering Drawings &amp; Associated Lists</b>		2. IDENTIFICATION NUMBER <b>DID DVB-SE-101</b>
3. DESCRIPTION To define the Product Baseline for in-service configuration management and to provide a source of information to support maintenance and engineering analysis activities. C-01-000-100/AG-004 refers.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST <b>DND / DGLEPM / DCSEM 9</b>	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP This Data Item Description (DID) contains the format, content and preparation instructions for the data product generated by the specific and discrete task requirements as delineated in the Contract; <b>Annex A, para 3.8.4.1.</b>		
8. ORIGINATOR <b>DND / DGLEPM / DCSEM 9-2-2 (TA)</b>	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 SOURCE DOCUMENT 10.1.1 The applicable issue of the documents cited herein, including their approval dates, and dates of any applicable amendments and revisions shall be as specified in the Contract. 10.2 FORMAT & CONTENT 10.2.1 The Engineering Drawings & Associated Lists, including Reference Documents, shall be provided in accordance with the requirements set out and in the final form specified herein in Section 10.3. 10.3 DETAILED REQUIREMENTS The Engineering Drawings & Associated Lists shall be provided in accordance with the requirements as outlined in Appendix 2 to Annex A of this Contract.		

<b>DATA ITEM DESCRIPTION</b>		
<b>1. TITLE</b> <b>Identification Plates</b>	<b>2. IDENTIFICATION NUMBER</b> DID DVB-ILS-201	
<b>3. DESCRIPTION/PURPOSE</b> To uniquely identify equipment and components or spares based on the procedures governing the identification marking of Canadian military property.		
<b>4. APPROVAL DATE</b> 2012	<b>5. OFFICE OF PRIMARY INTEREST</b>  <b>DVB ILS Manager</b>	<b>6. GIDEP APPLICABLE</b> N/A
<b>7. APPLICATION/INTERRELATIONSHIP</b> This DID contains the format, content and preparation instructions for the Identification Plates as required by Annex A of the SOW, <b>Para 3.9.1.7</b> , D-02-002-001/SG-001- <i>Identification Marking of Canadian Military Property 2003-04-01</i> .		
<b>8. ORIGINATOR</b> <b>DVB ILS Manager</b>	<b>9. APPLICABLE FORMS</b> N/A	
<b>10. PREPARATION INSTRUCTIONS</b>		
10.1 The following items shall have Identification Plates attached to them prior to being delivered to DND for tracking and accountability within the Canadian Forces Supply System:		
<ul style="list-style-type: none"> <li>10.1.1 Prime Equipment;</li> <li>10.1.2 All Major Components;</li> <li>10.1.3 Spares;</li> <li>10.1.4 Training Equipment;</li> <li>10.1.5 Transportation, Shipping, Storage Containers that are not single-use;</li> <li>10.1.6 Support Equipment (excluding tools); and</li> <li>10.1.7 Automatic Test Equipment</li> </ul>		
10.2 The Identification Plates affixed to each item listed in 10.1 shall have the following data deemed necessary by Canada, IAW D-02-002-001/SG-001, in both official languages of English and French:		
<ul style="list-style-type: none"> <li>10.2.1 Item Name;</li> <li>10.2.2 Reference (Manufacturer's Part) Number;</li> <li>10.2.3 NCAGE code;</li> <li>10.2.4 Serial Number;</li> <li>10.2.5 Contract Number;</li> <li>10.2.6 Government Ownership Designation; and</li> <li>10.2.7 NATO Stock Number (if assigned).</li> </ul>		
10.3 Prior to the production and installation of the Identification Plates, the Contractor shall submit to DND, for review and acceptance, representative Level 2 drawings (see 6.1.16 of D-01-100-214/SF-000) of each Identification Plate as follows:		
<ul style="list-style-type: none"> <li>10.3.1 in soft copy as described in 10.4 below; and,</li> <li>10.3.2 in 1:1 scale hard copy on white bond paper.</li> </ul>		
<b>10.4 Electronic Format</b>		
10.4.1 Viewing the PDF: pages, regardless of size, containing text or illustrations in landscape, shall be rotated for electronic viewing and reading in landscape.		

10.4.2 The Identification Plates drawings in PDF and its native file format shall be submitted on CD or DVD media, which shall be labelled as follows:

- 10.4.2.1 The project name: DVB System;
- 10.4.2.2 The contract number: W8476-123534
- 10.4.2.3 The Subject Matter: *Identification Plates*;
- 10.4.2.4 The DID number: (DVB ILS-201)
- 10.4.2.5 The Revision number;
- 10.4.2.6 The date of delivery.

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Operator and Maintenance Manual</b>		2. IDENTIFICATION NUMBER DID DVB-ILS-202
3. DESCRIPTION The Operator and Maintenance Manual for the Digital Video Borescope (DVB) System will allow the user to effectively employ and maintain the DVB System to its utmost capabilities.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST DVB ILS Manager	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Operator and Maintenance Manual as required by Annex A of the SOW, <b>Para 3.9.2.2.3</b> ; and <ul style="list-style-type: none"> <li>• C-04-006-001/AM-001 <i>Land Maintenance System Lines of Maintenance and Levels of Repair 1995-01-16;</i></li> <li>• D-01-100-204/SF-000 <i>Specification for Preparation of Preventive Maintenance Instructions 2000-10-13;</i></li> <li>• D-01-100-205/SF-000 <i>Specification for Preparation of Corrective Maintenance Instruction 2000-10-31;</i></li> <li>• D-01-100-211/SF-000 <i>Specification for Preservation, Storage and Handling Instructions 1988-12-07.</i></li> <li>• C-01-100-100/AG-005 <i>Acceptance of Commercial and Foreign Government Publications as Adopted Publications 1996-02-29</i></li> </ul>		
8. ORIGINATOR DVB ILS Manager		9. APPLICABLE FORMS N/A
<b>10 PREPARATION INSTRUCTIONS</b> <p>10.1 <b>FORMAT</b></p> <p>10.1.1 The Operation and Maintenance Manual shall be prepared in the Contractor's format and shall be in full conformance with the above-stated issue of C-01-100-100/AG-005.</p> <p>10.1.2 The Operation and Maintenance Manual shall be furnished with resistant flexible covers; paper shall have good strength characteristics; and the binding shall allow the manual to remain open on a flat surface at any page without pages flipping over inadvertently.</p> <p>10.2 <b>CONTENT</b></p> <p>10.2.1 The Operator and Maintenance Manual shall cover the following topics, as well as any other judged pertinent by the Contractor:</p> <p style="margin-left: 40px;">10.2.1.1 General Description/Equipment Overview;</p> <p style="margin-left: 40px;">10.2.1.2 Description of Controls and Instruments;</p> <p style="margin-left: 40px;">10.2.1.3 Pre-use testing/inspection;</p> <p style="margin-left: 40px;">10.2.1.4 Preparation and set up for use;</p> <p style="margin-left: 40px;">10.2.1.5 Use and operation;</p> <p style="margin-left: 40px;">10.2.1.6 Operator Maintenance and care;</p>		



- 10.2.1.7 Basic diagnosis and fault finding;
- 10.2.1.8 Storage, preparation for travel, preservation, and handling procedures
- 10.2.1.9 Safety/Hazardous material issues (if any);
- 10.2.1.10 The Maintenance portion of the Manual shall contain all the necessary information to permit:
  - 10.2.1.10.1 Troubleshooting and testing;
  - 10.2.1.10.2 Adjustments;
  - 10.2.1.10.3 Repairs; and,
  - 10.2.1.10.4 Removals, disassemblies, assemblies and installations of units, assemblies and systems to the Lowest Replaceable Unit that can be performed at First Line of Maintenance (Maximum of four (4) hours) IAW D-01-100-205/SF-000 and D-01-100-204/SF-000;

10.2.2 The text shall be amplified by illustrations, line drawings, and pictures.

### 10.3. ELECTRONIC FORMAT

- 10.3.1 The Contractor shall create a PDF file with searchable text, which matches the printed publication's format and layout. Links, bookmarks and thumbnails are to be included in the PDF file. Any references made to a specific paragraph, figure, appendix, etc., shall be appropriately linked.
- 10.3.2 Viewing the PDF: pages, regardless of size, containing text or illustrations in landscape, shall be rotated for electronic viewing and reading in landscape.
- 10.3.3. The Operation and Maintenance Manual PDF and its native file shall be submitted on CD or DVD media, which shall be labelled as follows:
  - 10.3.3.1. The project name: DVB System;
  - 10.3.3.2. The contract number: W8476-123534
  - 10.3.3.3. The Subject Matter: *Operator and Maintenance Manual*;
  - 10.3.3.4. The DID number: (DVB ILS-202)
  - 10.3.3.5. The Revision number;
  - 10.3.3.6. The date of delivery.

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Illustrated Parts Manual</b>		2. IDENTIFICATION NUMBER DID DVB-ILS-203
3. DESCRIPTION The Illustrated Parts Manual for the DVB System shall contain all the necessary information to positively identify all parts of the DVB System which may be procured.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST DVB ILS Manager	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Illustrated Parts Manual as required by Annex A of the SOW, <b>Para 3.9.2.2.4</b> ; D-01-100-207/SF-002, <i>Preparation of Interim Illustrated Parts Manuals for Land Equipments, 1996-07-12.</i>		
8. ORIGINATOR DVB ILS Manager	9. APPLICABLE FORMS N/A	
10. PREPARATION INSTRUCTIONS		
10.1 <b>FORMAT</b> The format of the Illustrated Parts Manual shall be IAW D-01-100-207/SF-002.		
10.2 <b>CONTENT</b>		
10.2.1 The content shall be IAW D-01-100-207/SF-002		
10.2.2 The Illustrated Parts Manual shall contain illustrations, exploded views, and drawings and associated lists necessary for the proper identification of all parts, assemblies, and special equipment to the Lowest Replaceable Unit IAW the Maintenance Concept of the DVB System (First Line Maintenance – maximum of four (4) hours.)		
10.3 <b>ELECTRONIC FORMAT:</b>		
10.3.1 The electronic format for illustrations shall be PDF with searchable text and oriented for normal viewing on screen.		
10.3.2 The Illustrated Parts Manual PDF and its native file shall be submitted on CD or DVD media, which shall be labelled as follows:		
10.3.2.1 The project name: DVB System;		
10.3.2.2 The contract number: W8476-123534;		
10.3.2.3 The Subject Matter: <i>Illustrated Parts Manual</i> ;		
10.3.2.4 The DID number: (DVB ILS-202);		
10.3.2.5 The Revision number; and,		
10.3.2.6 The date of delivery.		

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE  <b>Training Package</b>		2. IDENTIFICATION NUMBER DID DVB-ILS-204
3. DESCRIPTION/PURPOSE The Training Package for the DVB System will be a comprehensive package that will allow the CF SME to train users in the operation and maintenance of the DVB System.		
4. APPROVAL DATE: 2012	5. OFFICE OF PRIMARY INTEREST <b>DVB ILS Manager</b>	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Training Package as required by Annex A of the SOW, <b>Para 3.9.2.2.5</b> ; DID DVB-ILS-202: Operator / Maintenance Manual.		
8. ORIGINATOR DVB ILS Manager.	9. APPLICABLE FORMS N/A	
<b>10. PREPARATION INSTRUCTIONS</b> <b>10.1. CONTENT</b> 10.1.1. The Training Package shall include the courseware, course timetable or schedule, and training documentation as follows: <ul style="list-style-type: none"> <li>a. Lesson plan; and</li> <li>b. Student handouts;</li> </ul> 10.1.2. The content of the Course shall address topics covered in the Operator / Maintenance Manual as specified in DID DVB-ILS-202.		
<b>10.2. ELECTRONIC FORMAT</b> 10.2.1. The Training Package shall be assembled in any combination of MS PowerPoint, searchable-text PDF, or MS Word file format as required. 10.2.2. The Training Package shall be submitted on CD or DVD media, which shall be labelled as follows: <ul style="list-style-type: none"> <li>10.4.2.7 The project name: DVB System;</li> <li>10.4.2.8 The contract number: W8476-123534</li> <li>10.4.2.9 The Subject Matter: <i>Operation and Maintenance Manual</i>;</li> <li>10.4.2.10 The DID number: (DVB ILS-204)</li> <li>10.4.2.11 The Revision number;</li> <li>10.4.2.12 The date of delivery.</li> </ul>		

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Recommended Spare Parts List</b>	2. IDENTIFICATION NUMBER DID DVB-ILS-205	
3. DESCRIPTION/PURPOSE The Recommended Spare Parts List (RSPL) is a list of spare parts deemed necessary, by the contractor, to maintain all DVB Systems and any associated support equipment, for a period of twenty-four (24) months beginning with the final DVB System delivery.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST <b>DVB ILS Manager</b>	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Recommended Spare Parts List as required by Annex A of the SOW, <b>Para 3.9.1.2</b> ; D-01-100-214/SF-000 <i>Preparation of Provisioning Documentation for Canadian Forces Equipment 2002-05-01</i> ; Export Control List SOR/89-202.		
8. ORIGINATOR <b>DVB ILS Manager</b>	9. APPLICABLE FORMS N/A	
10. PREPARATION INSTRUCTIONS		
<p>10.1 <b>Format</b></p> <p>10.1.1 The RSPL data shall be formatted as specified in D-01-100-214/SF-000</p> <p>10.1.2 A Controlled Goods section shall be appended to the required Data Fields listed in Figure 5 of the referenced Specification. This section shall contain the following columns, populated based on Canada's Export Control List (see Supplementary Provisioning Technical Documentation DID DTAL-ILS-206 for details):</p> <p style="margin-left: 40px;">10.1.1.1 Demilitarisation Code (DMC)</p> <p style="margin-left: 40px;">10.1.1.2 Reference Paragraph of the Item List implicated based on country of origin of the items (DMC REF)</p> <p>10.2 <b>Content</b></p> <p>The RSPL shall be prepared IAW the applicable sections of D-01-100-214/SF-000 and shall contain a list of spare parts deemed necessary, by the Contractor, to maintain all DVB Systems and any associated support equipment, for a period of twenty-four (24) months beginning with the final DVB System delivery.</p> <p>10.3 <b>Electronic Format</b></p> <p>10.3.1 The RSPL shall be delivered as a MS Excel spreadsheet. A PDF version of the same RSPL shall also be submitted simultaneously.</p> <p>10.3.2 The RSPL files shall be submitted on CD or DVD media, which shall be labelled as follows:</p> <p style="margin-left: 40px;">10.3.2.1 The project name: DVB System;</p> <p style="margin-left: 40px;">10.3.2.2 The contract number: W8476-123534;</p> <p style="margin-left: 40px;">10.3.2.3 The Subject Matter: <i>Recommended Spare Parts List</i>;</p> <p style="margin-left: 40px;">10.3.2.4 The DID number: DVB-ILS-205;</p> <p style="margin-left: 40px;">10.3.2.5 The Revision number; and,</p> <p style="margin-left: 40px;">10.3.2.6 The date of delivery</p>		

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Supplementary Provisioning Technical Documentation</b>	2. IDENTIFICATION NUMBER DID DVB-ILS-206	
3. DESCRIPTION/PURPOSE The Supplementary Provisioning Technical Documentation (SPTD) fully identifies and describes part(s) that may be catalogued.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST <b>DVB ILS Manager</b>	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Supplementary Provisioning Technical Documentation as required by <b>Annex A, Paragraph 3.9.1.3</b> ; and <ul style="list-style-type: none"> <li>• D-01-100-214/SF-000 <i>Preparation of Provisioning Documentation for Canadian Forces Equipment 2002-05-01</i></li> <li>• DVB DID-ILS-205: <i>Recommended Spare Parts List</i></li> <li>• Export Control List SOR/89-202.</li> </ul>		
8. ORIGINATOR <b>DVB ILS Manager</b>	9. APPLICABLE FORMS N/A	
10. PREPARATION INSTRUCTIONS		
10.4	<b>Format</b> SPTD shall be supplied in the Contractor's format, but exclusively in black and white.	
10.5	<b>Content</b>	
10.5.1	The SPTD shall be prepared IAW the applicable sections D-01-100-214/SF-000 for every part included in the RSPL described in DID DVB-ILS-205.	
10.5.2	The SPTD supplied must be sufficiently comprehensive to allow DND to classify and fully describe the item within the NATO codification system and must be cross-referenced to the applicable contract number.	
10.5.3	<b>Controlled Goods</b>	
10.5.3.1	The SPTD shall identify, for initial provisioning purposes, whether the end item, the components or sub-components are controlled goods or not according to the following instructions. The SPTD shall identify:	
10.5.3.1.1	For US origin controlled goods also known as defence articles, the United States Munitions List (USML) Category and paragraph that apply in accordance with the International Traffic in Arms Regulations (ITAR);	
10.5.3.1.2	For US origin dual use, the Export Control Classification Number (ECCN) of the Commerce Control List that applies;	
10.5.3.1.3	For Canadian origin items, Canada's Export Control List (ECL) articles that apply in accordance with the Schedule of the Defence Production Act (DPA); or,	

10.5.3.1.4 For any other country than Canada or the USA, the category and article of the Wassenaar Control List that applies.

10.5.3.2 The data produced from 10.5.3.1 shall be included in the Recommended Spare Parts List as instructed in DID DTAL-ILS-205.

10.5.3.3 The SPTD shall identify any components or sub-components that are specifically designed or modified for military purposes, and not spared, as Controlled or Non-Controlled Goods to facilitate the production of Demilitarization Instructions. For items of US or Canadian origin that have been catalogued with NATO, the Demilitarization List (DML) / Demilitarization Code (DMC) shall be provided in the SPTD.

## 10.6 **Electronic Format**

10.6.1 The SPTD shall be in PDF format only.

10.6.2 The SPTD package shall be submitted on CD or DVD media, which shall be labelled as follows:

10.6.2.1 The project name: DVB System;

10.6.2.2 The contract number: W8476-123534;

10.6.2.3 The Subject Matter: *Supplementary Provisioning Technical Documentation*;

10.6.2.4 The DID number: (DVB ILS-206);

10.6.2.5 The Revision number; and,

10.6.2.6 The date of delivery.

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Interim Spares List</b>		2. IDENTIFICATION NUMBER DID DVB-ILS-207
3. DESCRIPTION The Interim Spares List (ISL) contains the essential spares which must be acquired with the first lot of DVB Systems to support those DVB Systems while the cataloguing, ordering, and receipting process of the spares contained in the Recommended Spare Parts List are completed.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST DVB ILS Manager	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Interim Spare List as required by <b>Annex A, Para 3.9.1.1</b> ; and, <ul style="list-style-type: none"> <li>• D-01-100-214/SF-000 : <i>Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment, 2002-05-01</i></li> <li>• DID DVB-ILS-205: Recommended Spare Parts List</li> </ul>		
8. ORIGINATOR DVB ILS Manager		9. APPLICABLE FORMS N/A
10. <b>PREPARATION INSTRUCTIONS</b>		
10.1. <b>Format</b> The ISL shall be prepared and submitted IAW D-01-100-214/SF-000		
10.2. <b>Interrelationship</b> The successful cataloguing of any part depends on the quality of the supporting technical data supplied to DND and may take up to 6 months from the inputting of a cataloguing request. The Interim Spares and their associated quantities required to support the DVB System shall reflect this lead time.		
10.3. <b>Content</b> The ISL shall contain the data required IAW D-01-100-214/SF-000 for all parts and consumables required to support the initial shipment of DVB Systems until NATO Stock Numbers (NSN) are obtained for the spares purchased from those listed in the Recommended Spare Parts List described in DID DVB-ILS 205.		
10.4. <b>Electronic Format</b>		
10.4.1. The ISL shall be delivered as a MS Excel spreadsheet with field lengths as specified in D-01-100-214/SF-000. A PDF version of the same ISL shall also be submitted simultaneously.		
10.4.2. The ISL shall be submitted on CD or DVD media, which shall be labelled as follows:		
10.4.2.1. The project name: DVB System;		
10.4.2.2. The contract number: W8476-123534;		
10.4.2.3. The Subject Matter: <i>Interim Spares List</i> ;		
10.4.2.4. The DID number: (DVB ILS-207);		
10.4.2.5. The Revision number; and,		
10.4.2.6. The date of delivery.		

<b>DATA ITEM DESCRIPTION</b>		
DND Form 1409		
1. TITLE <b>Warranty Support Plan</b>	2. IDENTIFICATION NUMBER DID DVB-ILS-208	
3. DESCRIPTION To identify/document the elements that compose the Warranty Support for the DVB System, and to provide the framework and strategy whereby the Contractor shall meet its obligations to effect Warranty Support.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST DVB ILS Manager	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Warranty Support Plan as required by <b>Annex A, para 3.9.3.2.</b>		
8. ORIGINATOR DVB ILS Manager	9. APPLICABLE FORMS	
10. <b>PREPARATION INSTRUCTIONS</b>		
10.1. <b>FORMAT</b>		
10.1.1. Production of this plan using automated techniques is encouraged. Best commercial practices shall be used for charts, tables, matrices, page numbering and document control numbering.		
10.1.2. The Warranty Support Plan shall be prepared in the Contractor's format and shall consist, as a minimum, of the following sections:		
10.1.3. <u>Title Page</u> ; The Title page shall contain the following information:		
10.1.3.1. Title: Warranty Support Plan;		
10.1.3.2. Contract No: : W8476-123534;		
10.1.3.3. CDRL No: DVB ILS-208;		
10.1.3.4. Prepared For: Canadian Department of National Defence, CF EOD Project Office;		
10.1.3.5. Prepared By: Contractor's name address and validation signature;		
10.1.3.6. Approved by: DND CF EOD Project Office date and approvals signature; and,		
10.1.3.7. Authenticated By: Contractor and date.		
10.1.4. <u>Table of Contents</u> The Table of Contents shall list the title and page number of each titled paragraph and subparagraph, figure, table and appendix.		
10.1.5. <u>Document Control Log</u> The Document Control Log shall contain three columns: Revision, Date, and reason for the change.		
10.1.6. <u>Revision Record</u> ; The Revision Record shall contain a listing of pages and their revision status.		
10.1.7. <u>Plan Subject Matter</u> ; The Plan Subject Matter shall contain plain text that addresses the material that shall be included in the document.		



10.1.8. Notes:

This section shall contain any general information that aids in the understanding of the document (e.g. background information, glossary). This section should include an alphabetical listing of all acronyms, abbreviations, and their meanings as used in the plan.

10.1.9. Appendices:

Appendices may be used to provide information published separately for convenience in document maintenance (eg. charts, classified data). As applicable, each appendix should be referenced in the main body of the plan where the data would normally have been provided. Appendices may be bound as separate documents for ease of handling.

10.2. **CONTENT**

The plan subject matter shall include a detailed discussion on the following, including any other point judged pertinent by the Contractor:

10.2.1. An introduction with a stated purpose and scope;

10.2.2. A description of the warranty section. A key point of contact for warranty support matters shall be identified.

10.2.3. Detailed account of what is covered under the DVB System's standard warranty including applicable terms and conditions, such as parts and labour, time, usage, and maintenance servicing requirements.

10.2.4. The DVB System's standard warranty shall cover as a minimum, but not limited to, the following components:

10.2.4.1. Handheld control unit including monitoring display data processor with video recorder/player;

10.2.4.2. Flexible insertion tube (probe)

10.2.4.3. Camera tip.

10.2.5. Complete warranty control procedures including, but not limited to, the following:

10.2.5.1. Interfacing action between Contractor and Canada for initiating warranty action and shipping instructions, including identification of forms and other documentation requirements;

10.2.5.2. Procedures to be followed for evaluation of defective warrantable items;

10.2.5.3. Procedures to be used where warranty claims are not substantiated, but DND elects to have the item repaired by the Contractor and returned to service;

10.2.5.4. Details relating to disposal of unserviceable warrantable components, necessary forms and financial control procedures. All costs that are associated with the program shall be identified including a method of compensating DND for effecting warranty repairs on the Contractor's behalf; and

10.2.5.5. Reports summarising all closed warranty claims and ongoing status of open claims.

10.2.6. Terms and conditions of the warranty coverage;

10.2.7. Details of the process to be followed to action a warranty claim for repairs performed by both the Contractor and Canada;

10.3. Each topic of discussion shall be addressed in a manner that clearly identifies any documentation or information required from DND.

10.4. Any documentation used in Warranty Support activities shall be identified and included as part of the Warranty Support Plan.

**10.5. Electronic Format**

The Warranty Support Plan shall be submitted on CD or DVD media in Microsoft Office 2003 Suite format(s) and searchable-text PDF format.

**10.5.1. CD or DVD media shall be labelled as follows:**

- 10.5.1.1. The project name: DVB System;
- 10.5.1.2. The contract number: W8476-123534;
- 10.5.1.3. The DID number: DVB-ILS-208;
- 10.5.1.4. The Subject Matter: *Warranty Support Plan*;
- 10.5.1.5. The revision number; and,
- 10.5.1.6. The date of delivery.

<b>DATA ITEM DESCRIPTION</b>								
DND Form 1409								
<b>1. TITLE</b> Contract Delivery Status Report				<b>2. IDENTIFICATION NUMBER</b> DID DVB-ILS-209				
<b>3. DESCRIPTION/PURPOSE</b> The Contract Delivery Status Report (CDSR) will report on the Delivery Status of Contract items and to identify and correct any problems which will adversely affect timely delivery.								
<b>4. APPROVAL DATE</b> 2012		<b>5. OFFICE OF PRIMARY INTEREST</b> DTAL ILS Manager			<b>6. GIDEP APPLICABLE</b> N/A			
<b>7. APPLICATION/INTERRELATIONSHIP</b> This DID contains the format, content and preparation instructions for the Contract Delivery Status Report as required by <b>Annex A, Paragraph 3.9.1.5.</b>								
<b>8. ORIGINATOR</b> DTAL ILS Manager				<b>9. APPLICABLE FORMS</b> N/A				
<b>10. PREPARATION INSTRUCTIONS</b>  10.1 The Contractor shall provide a matrix for any and all Spares orders in a Microsoft Excel format.  10.2 The Contractor's standard CDSR format shall contain at least the data columns shown in the example below.  CONTRACT DELIVERY STATUS REPORT  Contract No. W8476-123534      Equipment Support List Number: TBA								
<b>Line Number LN</b>	<b>Description</b>	<b>NSN</b>	<b>Qty Ordered</b>	<b>Qty Shipped</b>	<b>Date Shipped</b>	<b>Invoice Number</b>	<b>% Satisfied</b>	<b>Total Satisfied</b>
1	Starter Engine	2320-21-908-4232	100	10	31/1/07	MMN00272	10	10
				10	31/1/08	MMN09023	10	20
				80	31/1/09	MMN12345	80	100
2	Seal Kit	2345-21-987-2343	200	50	30/11/07	MNB32444	25	25
				100	31/11/08	MNC32856	50	75
<b>Total</b>		<b>Total Qty Ordered</b>	<b>Total Qty Shipped</b>	<b>% Qty Shipped</b>	<b>Total LN Satisfied</b>	<b>%Total LN Satisfied</b>		
2			300	200	83	1		

**10.3 Electronic Format**

The data shall be submitted on CD or DVD media that shall be labelled as follows:

- 10.3.1 The project name: DVB System;
- 10.3.2 The contract number: W8476-123534;
- 10.3.3 The DID number: DVB-ILS-210;
- 10.3.4 The Subject Matter: *Packaging and Markings*;
- 10.3.5 The revision number; and,
- 10.3.6 The date of delivery.

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Packaging and Markings</b>	2. IDENTIFICATION NUMBER <b>DID DVB-ILS-210</b>	
3. DESCRIPTION/PURPOSE To identify packaging requirements for items, such as spare parts, test equipment, special tools, to be shipped to or stored at a Canadian facility.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST <b>DVB ILS Manager</b>	6. GIDEP APPLICABLE APPLICABLE
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Packaging and Markings, as required by <b>Annex A, Paragraph 3.9.1.4</b> ; and, <ul style="list-style-type: none"> <li>• D-LM-008-011/SF-001: <i>Preparation and Use of Packaging Requirements Codes</i> ;</li> <li>• D-LM-008-002/SF-001: <i>Specification for Marking for Storage and Shipment</i></li> </ul>		
8. ORIGINATOR <b>DVB ILS Manager</b>	9. APPLICABLE FORMS n/a	
10 PREPARATION INSTRUCTIONS 10.1. <b>CONTENT</b>  10.1.1. Provide the following data: 10.1.1.1. Item Identification; 10.1.1.2. Item Name; 10.1.1.3. Reference (Manufacturer's Part) Number; 10.1.1.4. NSCM/CAGE code; and 10.1.1.5. NATO Stock Number (if assigned).  10.2. <b>FORMAT</b>  10.2.1. Packaging Data: 10.2.1.1. Packing and preservation Level (A, B, C); 10.2.1.2. Unit pack size (length, width, depth); 10.2.1.3. Unit pack weight; 10.2.1.4. Hazardous Material Code (Regulated/Non-regulated); 10.2.1.5. Bilingual Materiel Safety Data Sheets 10.2.1.6. Special packaging instruction (for items on Special PHST Consideration Items List); and 10.2.1.7. Special Reusable Container List.  10.2.2. To reduce the need for redundant data, similar items may be grouped with the same packaging data applying to the group.  10.2.3. To use the special packaging instruction number, the contractor will need to prepare an enumerated list of instructions, consistent as possible with MIL-STD-2073-1.  10.2.4. The Canadian Forces Supply System requires size and weight values in the Metric system.  10.3. <b>ELECTRONIC FORMAT</b>  10.3.1. The data produced for this DID shall be submitted in searchable-text PDF format.		

10.3.2. The data shall be submitted on CD or DVD media that shall be labelled as follows:

- 10.3.2.1. The project name: DVB System;
- 10.3.2.2. The contract number: W8476-123534;
- 10.3.2.3. The DID number: DVB-ILS-210;
- 10.3.2.4. The Subject Matter: *Packaging and Markings*;
- 10.3.2.5. The revision number; and,
- 10.3.2.6. The date of delivery.

<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Special Tools and Test Equipment</b>	2. IDENTIFICATION NUMBER <b>DID DVB-ILS-211</b>	
3. DESCRIPTION/PURPOSE To provide a list of all special tools and test equipment (STTE) required.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST <b>DVB ILS Manager</b>	6. GIDEP APPLICABLE
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Special Tools and Test Equipment, as required by <b>Annex A, Paragraph 3.9.2.1.</b>		
8. ORIGINATOR <b>DVB ILS Manager</b>	9. APPLICABLE FORMS n/a	
10 PREPARATION INSTRUCTIONS		
10.1 Canada will select the STTE items from the list provided by the Contractor based on analysis and recommendations presented by the Contractor at a time agreed to during the Kick-Off Meeting. This viewing shall allow Canada to eliminate any STTE that, although being special to the equipment being purchased, may already be in the CF inventory.		
10.2 <b>CONTENT</b>		
10.2.1 For each required item of STTE, include:		
10.2.1.1 STTE Item Name;		
10.2.1.2 STTE Reference (Manufacturer's Part) Number;		
10.2.1.3 NSCM/CAGE Code;		
10.2.1.4 NSN (if available);		
10.2.1.5 Maintenance Level;		
10.2.1.6 Recommended Buy Quantity;		
10.2.1.7 Standard Unit Price;		
10.2.1.8 Date of First Article Delivery;		
10.2.1.9 Picture or Drawing of item; and,		
10.2.1.10 Description and Function of STTE		
10.2.2 The above list may be divided into sections as appropriate:		
10.2.2.1 Common Hand Tools;		
10.2.2.2 Special Purpose Tools;		
10.2.2.3 Operations Support Equipment;		
10.2.2.4 Maintenance Support Equipment;		
10.2.2.5 Calibration Equipment;		
10.2.2.6 Test, Measurement and Diagnostic Equipment (TMDE):		
10.2.2.6.1 General Purpose; and		
10.2.2.6.2 Special Purpose;		
10.2.2.7 Automatic Test Equipment (ATE) and its Test Program Set (TPS); and		
10.2.2.8 Computer Resources Support Requirement.		
10.3 <b>ELECTRONIC FORMAT</b>		
10.3.1 The STTE data shall be submitted in both Excel spreadsheet and PDF file format.		
10.3.2 The STTE data shall be submitted on CD or DVD media that shall be labelled as		

follows:

- 10.3.2.1 The project name: DVB System;
- 10.3.2.2 The contract number: W8476-123534;
- 10.3.2.3 The DID number: DVB-ILS-211;
- 10.3.2.4 The Subject Matter: *Special Tools and Test Equipment*;
- 10.3.2.5 The revision number; and,
- 10.3.2.6 The date of delivery.



<b>DATA ITEM DESCRIPTION</b>		
1. TITLE <b>Quick Start Guide</b>	2. IDENTIFICATION NUMBER <b>DVB-ILS-212</b>	
3. DESCRIPTION/PURPOSE The Quick Start Guide will allow the trained DVB System user to quickly unpack, assemble, activate, and use the basic DVB System's functions.		
4. APPROVAL DATE 2012	5. OFFICE OF PRIMARY INTEREST DTAL ILS Manager	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP This DID contains the format, content and preparation instructions for the Quick Start Guide, as required by <b>Annex A, Paragraph 3.9.2.4.6</b> ; DID DVB-ILS-202: Operator / Maintenance Manual		
8. ORIGINATOR DTAL ILS Manager	9. APPLICABLE FORMS N/A	
10. PREPARATION INSTRUCTIONS		
10.1. <b>FORMAT</b>		
The Quick Start Guide shall be provided to the DVB System user as follows:		
10.1.1. A separate publication, laminated for protection, and of dimensions that allow the Quick Start Guide to be packed in the same container as the DVB System and its support equipment. If multiple pages are required, they are to be firmly bound together so that the Quick Start Guide remains open at the desired page when laid on a flat horizontal surface.		
10.1.2. The Quick Start Guide must be produced and printed in black and white.		
10.2. <b>CONTENT</b>		
10.2.1 The Quick Start Guide shall contain the necessary instructions to quickly access the DVB System's basic functions to allow a trained user to control the camera tip and show the camera's image onscreen.		
10.2.2 The Quick Start Guide shall assume that the DVB System's initial state is: fully packed, as transported to the site by users and transport container(s) open.		
10.2.3 The instructions shall be based on pictograms illustrating the sequence of steps required while using only minimal text to assist in the understanding of the document.		
10.2.4 Desired look and feel would be similar to airline safety pamphlets describing the use of oxygen masks, emergency exits, etc.		
10.3 <b>ELECTRONIC FORMAT:</b>		
The Quick Start Guide shall be submitted in PDF and native file format (if other than PDF) on CD or DVD media, which shall be labelled as follows:		
10.3.1 The project name: DVB System;		
10.3.2 The contract number: W8476-123534;		
10.3.3 The DID number: DVB-ILS-212;		
10.3.4 The Subject Matter: <i>Quick Start Guide</i> ;		
10.3.5 The Revision number; and,		
10.3.6 The date of delivery.		

CONTRACT DATA REQUIREMENTS LIST  
FOR  
DIGITAL VIDEO BORESCOPE (DVB) SYSTEM

Last revised: 10 Oct, 2012

Prepared by:  
PMO CF EOD Team Equipment Project  
DCSEM 9  
National Defence Headquarters  
Major General George R. Pearkes Building  
Ottawa, Ontario  
K1A 0K2

## 1.0 CONTRACT DATA REQUIREMENT LIST (CDRL) ITEM LIST

DID #	Title	CDRL #
DVB-PM-001	Project Management Plan (PMP)	DVB-PM-001
DVB-PM-002	Environmental, Health and Safety Impact Report	DVB-PM-002
DVB-PM-003	Meeting Agenda/ Meeting Minutes	DVB-PM-003
DVB-SE-101	Engineering Drawings and Associated Lists	DVB-SE-101
DVB-ILS-201	Identification Plates	DVB-ILS-201
DVB-ILS-202	Operator and Maintenance Manual	DVB-ILS-202
DVB-ILS-203	Illustrated Parts Manual	DVB-ILS-203
DVB-ILS-204	Training Package	DVB-ILS-204
DVB-ILS-205	Recommended Spare Parts List	DVB-ILS-205
DVB-ILS-206	Supplementary Provisioning Technical Documentation	DVB-ILS-206
DVB-ILS-207	Interim Spare Parts List	DVB-ILS-207
DVB-ILS-208	Warranty Support Plan	DVB-ILS-208
DVB-ILS-209	Contract Delivery Status Report	DVB-ILS-209
DVB-ILS-210	Packaging and Markings	DVB-ILS-210
DVB-ILS-211	Special Tools and Test Equipment	DVB-ILS-211
DVB-ILS-212	Quick Start Guide	DVB-ILS-212

## 2.0 CONTRACT DATA REQUIREMENT LIST (CDRL) DEFINITION

The following section defines the various blocks of information found on the CDRL forms:

### BLOCK A – SYSTEM / ITEM

Provides the name of the System or Item for which the CDRL applies.

### BLOCK B – CONTRACT / RFP NUMBER

Identifies the Contract or RFP for which the CDRL applies.

### BLOCK C – SOW IDENTIFIER

Identifies the SOW for which the CDRL applies.

### BLOCK D – DATA CATEGORY

Identifies the general category of the data for which the CDRL is being prepared.

### BLOCK E – CONTRACTOR

Identifies the Contractor responsible for the delivery of the CDRL.

### BLOCK 1 - ITEM NUMBER

The Item Number is a sequential three-digit number to uniquely identify the individual data item (CDRL number). Note that the 001-099 series is reserved to Project Management (PM) CDRLs, the 101-199 series is reserved to Systems Engineering (SE) CDRLs and the 202-299 series is reserved to Integrated Logistics Support (ILS) CDRLs.

### BLOCK 2 - TITLE OR DESCRIPTION OF DATA

The title of the data item being referred to in this CDRL.

### BLOCK 3 - SUBTITLE

This block contains the subtitle of the data item for the CDRL if the title requires further identification.

**BLOCK 4 - AUTHORITY (DATA ITEM NUMBER)**

Indicates the Data Item Description (DID) number to which this CDRL refers.

**BLOCK 5 - CONTRACT REFERENCE**

The specific paragraph number of the Contract Demand, Statement of Work, Request for Proposal, Specification, or other applicable document to assist in identifying the work effort associated with the data item.

**BLOCK 6 – REQUIRING OFFICE**

Identifies the technical office of primary interest responsible for defining the data requirement, reviewing, acceptance and/or approval of the data item, and ensuring the adequacy of the delivered data.

**BLOCK 7 - INSPECTION**

This block indicates the requirement for INSPECTION and ACCEPTANCE of the data. The following codes are used:

<b>CODE</b>	<b>INSPECTION</b>	<b>ACCEPTANCE</b>
SS	Source	Source
DD	Destination	Destination
SD	Source	Destination
DS	Destination	Source

If no applicable code is available for the data item, this block is marked as "N/A".

**BLOCK 8 - APPROVAL CODE (APP CODE)**

Indicates items of critical data requiring specific advanced written approval, such as test plans, identified by placing an "A" in this field. These data may require submission of a preliminary draft prior to publication of a final document. When a preliminary draft is required, Block 16 shall show the length of time for Government approval/disapproval and when final is to be delivered. Block 16 also indicates the extent of the approval requirements, eg, approval of technical content and/or format.

If advance approval is not required, this block is marked as "N/A".

**BLOCK 9 - INPUT**

Indicates if data are the integrated results of specific inputs from associated contractors by placing an "X" in this block. Otherwise the block is left blank.

**BLOCK 10 - FREQUENCY**

This block indicates the frequency of the delivered data. The following frequency codes are used:

ANNLY	Annually
ASGEN	As generated
ASREQ	As required
BI-MO	Every 2 months
BI-WK	Every 2 weeks
DAILY	Daily
MNTHY	Monthly
ONE/R	One time with revisions
OTIME	One time
QRTLY	Quarterly
R/ASR	Revisions as required
SEMIA	Semi-annually
WKLY	Weekly

**BLOCK 11 - AS OF DATE**

For data items that are submitted only once, the "as of" date or associated constraint is indicated. The following abbreviations are used for the constraints:

ASGEN	As generated
ASREQ	As required
DACA	Days after contract award
MACA	Months after contract award
EOM	End of month
EOQ	End of quarter

If the as-of date is not applicable, leave this block blank.

#### **BLOCK 12 - DATE OF 1ST SUBMISSION**

The initial submission date or associated constraint for the 1st submission of the data item is indicated in this block using typical abbreviations as listed above under Block 11.

#### **BLOCK 13 - DATE OF SUBSEQUENT SUBMISSION / EVENT**

The date(s) of subsequent submission(s) or associated constraint(s) of the data item is indicated in this block. The abbreviations used for the constraints are as listed above under Block 11. If no subsequent submission or associated are not involved, this block is marked as "N/A".

#### **BLOCK 14 - DISTRIBUTION AND ADDRESSEES**

Indicates the addressees and the respective number of copies (hard copies and soft copies separately), for both the initial or original submissions (Sub-Block "Initial"), and for the final or subsequent submissions (Sub-Block "Final"), for which the data item is required.

Column A contains addresses. The number of initial hard and soft copies for each addressee (as applicable) is indicated in Column B – INITIAL – Hard Copy and Column B – FINAL – Soft Copy.

#### **BLOCK 15 - TOTAL**

Indicates the total number of copies (hard copies and soft copies separately) required for both the original submission and for the final submission.

#### **BLOCK 16 - REMARKS**

Provides additional or clarifying information. Where other blocks refer to Block 16 – Remarks, then the associated block number is indicated with the information, and a "See Block 16" note would be entered in the referring block.

#### **BLOCKS 17 - 19**

These blocks are for Contractor input as required as part of the RFP or Contract. These blocks are not used by TA.

#### **BLOCK - PREPARED BY**

This block identifies the CDRL originator's name and designation.

#### **BLOCK - DATE**

This block indicates the date of the CDRL approval.

#### **BLOCK - APPROVED BY**

This block contains the identification information, such as name and designation, of the person approving the CDRL.

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413					
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER <b>W8476-123534</b>					
C. SOW IDENTIFIER <b>DVB SOW</b>		D. DATA CATEGORY <b>Management Data</b>		E. CONTRACTOR TBD					
1. ITEM NUMBER <b>CDRL DVB-PM-001</b>		2. TITLE OR DESCRIPTION OF DATA <b>Project Management Plan (PMP)</b>		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) <b>DID DVB-PM-001</b>		5. CONTRACT REFERENCE Annex A – SOW Para 3.8.2.1		6. REQUIRING OFFICE <b>DND DVB TA</b>					
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY <b>ONE/R</b>	12. DATE OF 1st SUBMISSION <b>See Block 16</b>	14. DISTRIBUTION and ADDRESSEES					
		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT <b>See Block 16</b>	A. ADDRESS	B. COPIES				
INITIAL					FINAL				
8. APP CODE N/A				Hard Copy	Soft Copy	Hard Copy	Soft Copy		
16. REMARKS  Block 12: A draft PMP shall be submitted for review within fourteen (14) calendar days of a Kick-off meeting.  Response Time: Comments on the PMP will be provided by Canada within fourteen (14) calendar days of receipt.  Block 13: The updated PMP, addressing the comments from Canada, shall be submitted for acceptance within fourteen (14) calendar days of receipt of comments.				<b>PWGS C CA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
				<b>DND TA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
PREPARED BY DND DVB TA	DATE 2012	APPROVED BY DND DVB PM/DCSEM 9							
17. CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413				
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER W8476-123534				
C. SOW IDENTIFIER DVB SOW		D. DATA CATEGORY <b>Management Data</b>		E. CONTRACTOR TBD				
1. ITEM NUMBER CDRL DVB-PM-002		2. TITLE OR DESCRIPTION OF DATA <b>Environmental Health and Safety Impact Report (EHSIR)</b>		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) DID DVB-PM-002		5. CONTRACT REFERENCE <b>ANNEX A - SOW Para 3.7.9</b>		6. REQUIRING OFFICE DVB ILS Manager				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>ST</sup> SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS		B. COPIES		
				DRAFT		FINAL		
				Hard Copy	Soft Copy	Hard Copy	Soft Copy	
16. REMARKS  Block 12. The EHSIR shall be submitted for review and acceptance within ninety (90) calendar days of a Kick-off meeting.  Response Time: Comments on the EHSIR will be provided by Canada within thirty (30) calendar days of receipt.  Block 13: The revised EHSIR, addressing Canada comments shall be submitted for acceptance within thirty (30) calendar days of receipt of comments.				PWGSC CA	1	1	1	1
				DND DVB ILSM	1	1	1	1
PREPARED BY DND / DGLEPM / DCSEM 9-2-2 (TA)		APPROVED BY DND DVB PM/DCSEM 9						
DATE 2011		DATE 2012		15. TOTAL				
				2	2	2	2	
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE						

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413						
A. SYSTEM / ITEM Digital Video Borescope (DVB) System				B. CONTRACT / RFP NUMBER W8476-123534						
C. SOW IDENTIFIER DVB SOW		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD						
1. ITEM NUMBER CDRL DVB-PM-003		2. TITLE OR DESCRIPTION OF DATA Meeting Agenda/Minutes		3. SUBTITLE N/A						
4. AUTHORITY (Data Item Number) DID DVB-PM-003		5. CONTRACT REFERENCE ANNEX A – SOW, <b>Para. 3.9.3.4.2 &amp; 3.9.3.4.3</b>		6. REQUIRING OFFICE DND TA						
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASGEN	12. DATE OF 1 <sup>st</sup> SUBMISSION	14. DISTRIBUTION and ADDRESSEES						
8. APP CODE N/A		11. AS OF DATE	13. DATE OF SUB SUBMISSION	A. ADDRESS		B. COPIES				
						DRAFT		FINAL		
						Hard Copy	Soft Copy	Hard Copy	Soft Copy	
16. REMARKS  Block 12: The Meeting Agenda shall be submitted for review no later than fourteen (14) calendar days prior to each meeting.  Response Time: Comments on the Meeting Agenda, including additions or deletions of discussion items, will be provided by the Crown no later than seven (7) calendar days of receipt.  Block 13: The revised Meeting Agenda addressing the comments from the Crown shall be tabled at the meeting.				PWGSC CA		1	1	1	1	
				DND TA		1	1	1	1	
PREPARED BY DND / DGLEPM / DCSEM 9-2-2 (TA)		APPROVED BY DND DVB PM/DCSEM 9								
DATE 2011		DATE 2012		15. TOTAL		2	2	2	2	
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE							



CONTRACT DATA REQUIREMENTS LIST				DND Form 1413				
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER <b>W8476-123534</b>				
C. SOW IDENTIFIER <b>DVB SOW</b>		D. DATA CATEGORY <b>System Engineering Data</b>		E. CONTRACTOR TBD				
1. ITEM NUMBER <b>CDRL DVB-SE-101</b>		2. TITLE OR DESCRIPTION OF DATA <b>Engineering Drawings &amp; Associated Lists</b>		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) <b>DID DVB-SE-101</b>		5. CONTRACT REFERENCE Annex A – SOW Para 3.8.4.1		6. REQUIRING OFFICE <b>DND TA</b>				
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY <b>ONE/R</b>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <b>A</b>		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESSES	B. COPIES			
						INITIAL		FINAL
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS Block 12. Full-size, print copy sets of the Engineering Drawings & Associated Lists shall be submitted in hard copy (reduced size print copies may be acceptable provided that they are legible) for review and acceptance within ninety (90) calendar days after a Kick-off meeting. A Top Level Assembly drawing shall be delivered no later than fifteen (15) calendar days after a Kick-off meeting.  Response Time: Comments on Engineering Drawings and Associated Lists will be provided by Canada within thirty (30) calendars days of receipt.  Block 13: Updated Engineering Drawings & Associated Lists, addressing the comments from Canada, shall be submitted for acceptance within fourteen (14) calendar days of receipt of comments.				<b>PWGSC CA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
				<b>DND TA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
				<b>DSCO</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
PREPARED BY <b>DND / DGLEPM / DCSEM 9-2-2 (TA)</b>	DATE 2012	APPROVED BY <b>DND DVB PM/DCSEM 9</b>						
17. CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413					
A. SYSTEM / ITEM Digital Video Borescope (DVB) System				B. CONTRACT / RFP NUMBER W8476-123534					
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL DVB-ILS-201		2. TITLE OR DESCRIPTION OF DATA Identification Plates		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) DID DVB-ILS-201		5. CONTRACT REFERENCE ANNEX A – SOW, <b>Para 3.9.2.3</b>		6. REQUIRING OFFICE ILS Manager					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>st</sup> SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS  Block 12. The Identification Plate Designs shall be submitted for approval within twenty-one (21) Calendar Days following a Kick-off meeting.  Response Time: Comments on the Identification Plate Designs will be provided by Canada within fourteen (14) Calendar Days of receipt.  Block 13: The updated Identification Plate Designs addressing the comments from Canada shall be submitted for final acceptance within fourteen (14) Calendar Days of receipt of comments.									
				PWGSC CA		1	1	1	1
				DND DVB ILSM		1	1	1	1
PREPARED BY DVB ILS Manager		APPROVED BY DVB ILS Manager							
DATE 2011		DATE 2012		15. TOTAL		2	2		
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE					

CONTRACT DATA REQUIREMENTS LIST					DND Form 1413							
A. SYSTEM / ITEM Digital Video Borescope (DVB) System					B. CONTRACT / RFP NUMBER W8476-123534							
C. SOW IDENTIFIER DVB System SOW			D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD							
1. ITEM NUMBER CDRL DVB-ILS-202		2. TITLE OR DESCRIPTION OF DATA Operator and Maintenance Manual			3. SUBTITLE N/A							
4. AUTHORITY (Data Item Number) DID DVB-ILS-202		5. CONTRACT REFERENCE ANNEX A – SOW, Para 3.9.2.4.3			6. REQUIRING OFFICE DVB ILS Manager							
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>st</sup> SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES							
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16									
16. REMARKS  Block 12. The Contractor shall provide a draft Operator and Maintenance Manual for review no later than thirty-five (35) calendar days after a Kick-off meeting.  Response Time: Comments on the Operator and Maintenance Manual will be provided by Canada no later than fourteen (14) calendar days after receipt of draft submission.  Block 13: The revised Operator and Maintenance Manual, addressing Canada comments, shall be submitted for acceptance no later than fourteen (14) calendar days after receipt of comments.  Note: One (1) hard copy of the Final Operator and Maintenance Manual shall accompany each DVB System on delivery. The same requirements for the options.					A. ADDRESS		B. COPIES					
							DRAFT		FINAL			
							Hard Copy	Soft Copy	Hard Copy	Soft Copy		
							1	1	1	1		
							1	1	1	1		
							0	0	42	0		
PREPARED BY DVB ILS PUB Manager			APPROVED BY DVB ILS Manager									
DATE 2011			DATE 2012		15. TOTAL							
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE								
						2						
						2						
						44						
						2						

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413				
A. SYSTEM / ITEM Digital Video Borescope (DVB) System				B. CONTRACT / RFP NUMBER W8476-123534				
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD				
1. ITEM NUMBER CDRL DVB-ILS-203		2. TITLE OR DESCRIPTION OF DATA Illustrated Parts Manual		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) DID DVB-ILS-203		5. CONTRACT REFERENCE ANNEX A - SOW Para. 3.9.2.4.4		6. REQUIRING OFFICE DVB ILS Manager				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>ST</sup> SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16					
16. REMARKS  Block 12. Draft Copy: The Draft Copy shall be submitted no later than forty-nine (49) calendar days after a Kick-off meeting.  Response Time: Comments on the Draft Copy will be provided by Canada no later than fourteen (14) calendar days after receipt of draft submission.  Block 13: Final Copy: Final Copy addressing comments from Canada and any other changes resulting from configuration changes shall be submitted for review and acceptance no later than fourteen (14) calendar days after Supplementary Provisioning Technical Documentation (CDRL DVB-ILS-206) acceptance.				A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
				PWGSC CA	1	1	1	1
				DND DVB ILSM	1	1	2	1
				With each DVB	0	0	1	0
PREPARED BY DVB ILS PUB Manager		APPROVED BY DVB ILS Manager		15. TOTAL				
DATE 2012		DATE 2012						2
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE					

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413				
A. SYSTEM / ITEM Digital Video Borescope (DVB) System				B. CONTRACT / RFP NUMBER W8476-123534				
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD				
1. ITEM NUMBER CDRL DVB-ILS-204		2. TITLE OR DESCRIPTION OF DATA Training Package		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) DID DVB-ILS-204		5. CONTRACT REFERENCE ANNEX A – SOW, <b>Para 3.9.2.2.5</b>		6. REQUIRING OFFICE DVB ILS Manager				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>st</sup> SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS  Block 12 - Draft Copy: The Draft Copy of the Training Package shall be submitted no later than forty-nine (49) calendar days after a Kick-off meeting.  Canada Response Time: Comments on the Draft Copy will be provided by Canada no later than fourteen (14) calendar days after Draft submission.  Block 13 – Final Copy: Final Copy addressing comments from Canada and any other changes resulting from configuration changes shall be submitted for review and acceptance no later than fourteen (14) calendar days after receipt of comments.				PWGSC CA	1	1	1	1
				DND DVB ILSM	1	1	1	1
PREPARED BY DVB ILS Manager		APPROVED BY DVB ILS Manager						
DATE 2011		DATE 2012		15. TOTAL				
				2	2	2	2	
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE						

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413					
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER W8476-123534					
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL DVB-ILS-205		2. TITLE OR DESCRIPTION OF DATA <b>Recommended Spare Parts List</b>		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) DID DVB-ILS-205		5. CONTRACT REFERENCE ANNEX A - SOW <b>Para 3.9.1.2</b>		6. REQUIRING OFFICE ILS Manager					
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY OTIME	12. DATE OF 1 <sup>st</sup> SUBMISSION <b>See Block 16</b>	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE <b>A</b>		11. AS OF DATE <b>N/A</b>	13. DATE OF SUB SUBMISSION <b>See Block 16</b>	A. ADDRESS		B. COPIES			
16. REMARKS  Block 12. Draft Copy: The Draft Copy of the Recommended Spare Parts List shall be submitted with the Draft Copy of the Illustrated Parts Manual (CDRL DVB-ILS-203).  Response Time: Comments on the Draft Copy will be provided by Canada no later than fourteen (14) calendar days after receipt of draft submission.  Block 13: Final Copy: Final Copy addressing comments from Canada and any other changes resulting from configuration changes shall be submitted for review and acceptance no later than fourteen (14) calendar days after Supplementary Provisioning Technical Documentation (CDRL DVB-ILS-206) acceptance.									
				PWGSC CA		1	1	1	1
				DND DVB ILSM		2	2	2	2
				PREPARED BY <b>DVB ILS Manager</b>		APPROVED BY <b>DVB ILS Manager</b>			
DATE 2012		DATE 2012		15. TOTAL		3	3		
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE						

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413			
A. SYSTEM / ITEM Digital Video Borescope (DVB) System				B. CONTRACT / RFP NUMBER W8476-123534			
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD			
1. ITEM NUMBER CDRL DVB-ILS-206		2. TITLE OR DESCRIPTION OF DATA <b>Supplementary Provisioning Technical Documentation</b>		3. SUBTITLE			
4. AUTHORITY (Data Item Number) DID DVB-ILS-206		5. CONTRACT REFERENCE <b>Annex A SOW, Para 3.9.1.3</b>		6. REQUIRING OFFICE DVB ILS Manager			
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASGEN	12. DATE OF 1 <sup>st</sup> SUBMISSION See block 16	14. DISTRIBUTION and ADDRESSEES			
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS	B. COPIES		
16. REMARKS  Block 12: Draft Package: The Supplementary Provisioning Technical Documentation package shall be delivered with the Illustrated Parts Manual (CDRL DVB-ILS-203).  Block 13: The Supplementary Provisioning Technical Documentation may require appending as the Integrated Logistics Support process progresses throughout the contract.					DRAFT	FINAL	
						Hard	Soft
				DVB ILSM	1	0	1
				PWGSC	1	0	1
				DSCO	1	0	1
PREPARED BY DVB ILS Manager		APPROVED BY DVB ILS Manager					
DATE 2012		DATE 2012					
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL	3	0	3	

CONTRACT DATA REQUIREMENTS LIST

DND Form 1413

A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER W8476-123534			
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR TBD			
1. ITEM NUMBER CDRL DVB-ILS-207		2. TITLE OR DESCRIPTION OF DATA <b>Interim Spares List (ISL)</b>		3. SUBTITLE			
4. AUTHORITY (Data Item Number) DID DVB-ILS-207		5. CONTRACT REFERENCE Annex A SOW, Para 3.9.1.1		6. REQUIRING OFFICE DVB ILS Manager			
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>ST</sup> SUBMISSION See block 16	14. DISTRIBUTION and ADDRESSEES			
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS	B. COPIES		
16. REMARKS  Block 12: The Draft Copy of the Interim Spare Parts List shall be submitted fourteen (21) calendar days after Contract Award.  Response Time: Comments on the Draft Copy of the Interim Spare Parts List will be provided by Canada no later than fourteen (14) calendar days after receipt of draft submission.  Block 13: The Final Copy of the Interim Spare Parts List addressing comments from Canada and any other changes resulting from configuration changes shall be submitted for review and acceptance no later than fourteen (14) calendar days following Canada's Response.					DRAF T	FINAL	
						Hard	Soft
				DVB ILSM	1	1	1
				PWGSC	1	1	1
PREPARED BY DVB ILS Manager		APPROVED BY DVB ILS Manager					
DATE 2012		DATE 2012					
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL	2	2	2	



CONTRACT DATA REQUIREMENTS LIST				DND Form 1413			
A. SYSTEM / ITEM Digital Video Borescope (DVB) System				B. CONTRACT / RFP NUMBER W8476-123534			
C. SOW IDENTIFIER DVB System SOW		D. DATA CATEGORY Integrated Logistics Support		E. CONTRACTOR			
1. ITEM NUMBER CDRL DVB-ILS-208		2. TITLE OR DESCRIPTION OF DATA <b>Warranty Support Plan</b>		3. SUBTITLE			
4. AUTHORITY (Data Item Number) DID DVB-ILS-208		5. CONTRACT REFERENCE Annex A SOW, Para 3.9.3.2		6. REQUIRING OFFICE DVB ILS Manager			
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1 <sup>ST</sup> SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES			
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS	B. COPIES		
					DRAFT	FINAL	
						Hard	Soft
16. REMARKS  Block 12: The Warranty Support Plan shall be submitted for review and acceptance within twenty-eight (28) calendar days following a Kick-off meeting.  Canada Response Time: Comments on the Warranty Support Plan will be provided by Canada within thirty (21) calendar days of receipt.  Block 13: The revised Warranty Support Plan, addressing Canada comments shall be submitted for acceptance within fourteen (14) calendar days of receipt of comments.				DVB ILSM	1	1	1
				PWGSC	1	1	1
PREPARED BY DVB ILS Manager		APPROVED BY DVB ILS Manager					
DATE 2012		DATE 2012					
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL	2	2	2

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413				
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER <b>W8476-123534</b>				
C. SOW IDENTIFIER <b>DVB System SOW</b>		D. DATA CATEGORY <b>Integrated Logistics Support</b>		E. CONTRACTOR TBD				
1. ITEM NUMBER <b>CDRL DVB-ILS-209</b>		2. TITLE OR DESCRIPTION OF DATA <b>Contract Delivery Status Report (CDSR)</b>			3. SUBTITLE N/A			
4. AUTHORITY (Data Item Number) <b>DID DVB-ILS-209</b>		5. CONTRACT REFERENCE <b>Annex A – SOW Para 3.9.1.5</b>		6. REQUIRING OFFICE <b>DND ILSM</b>				
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY <b>ASREQ</b>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <b>A</b>		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
					INITIAL		FINAL	
					Hard	Soft	Hard	Soft
16. REMARKS Block 12: CDSR shall be submitted thirty (30) calendar days after the first spares demand.  Block 13: Revisions to the CDSR shall be submitted as required, no later than thirty (30) calendar days from previous submission of a CDSR.				<b>PWGSC CA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
				<b>DND ILSM</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
PREPARED BY DND DVB TA		DATE 2012	APPROVED BY DND DVB PM/DCSEM 9					
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413					
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER <b>W8476-123534</b>					
C. SOW IDENTIFIER <b>DVB System SOW</b>		D. DATA CATEGORY <b>Integrated Logistics Support</b>		E. CONTRACTOR TBD					
1. ITEM NUMBER <b>CDRL DVB-ILS-210</b>		2. TITLE OR DESCRIPTION OF DATA <b>Packaging and Markings</b>		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) <b>DID DVB-ILS-210</b>		5. CONTRACT REFERENCE <b>Annex A – SOW Para 3.9.1.4</b>		6. REQUIRING OFFICE <b>DND ILSM</b>					
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY <b>ONE/R</b>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE <b>A</b>		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESSES	B. COPIES				
					INITIAL		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS Block 12: Draft Copy: Packaging and Markings shall be delivered no later than twenty-one (21) calendar days after Contract Award date.  Response Time: Canada will review and provide comments on the Packaging and Markings documentation no later than fourteen (14) calendar days following receipt of Draft Copy  Block 13: Final Copy: Revisions to the Packaging and Markings based on comments provided by Canada shall be submitted for review and acceptance no later than (14) calendar days following receipt of comments.				<b>PWGSC CA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
				<b>DND ILSM</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
PREPARED BY DND DVB TA		DATE 2012	APPROVED BY DND DVB PM/DCSEM 9						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413				
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER <b>W8476-123534</b>				
C. SOW IDENTIFIER <b>DVB System SOW</b>		D. DATA CATEGORY <b>Integrated Logistics Support</b>		E. CONTRACTOR TBD				
1. ITEM NUMBER <b>CDRL DVB-ILS-211</b>		2. TITLE OR DESCRIPTION OF DATA <b>Special Tools and Test Equipment</b>		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) <b>DID DVB-ILS-211</b>		5. CONTRACT REFERENCE Annex A – SOW Para 3.8.4.1		6. REQUIRING OFFICE <b>DND ILSM</b>				
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY <b>ONE/R</b>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <b>A</b>		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESSES	B. COPIES			
					INITIAL		FINAL	
					Hard	Soft	Hard	Soft
<p>16. REMARKS</p> <p>Block 12. The Draft Special Tools and Test Equipment data shall be submitted for review and acceptance within fourteen (14) calendar days after a Kick-off meeting.</p> <p>Response Time: Comments will be provided by Canada within fourteen (14) calendar days of receipt.</p> <p>Block 13: The Final Copy addressing the comments from Canada, shall be submitted for acceptance by the Contractor within fourteen (14) calendar days of receipt of comments.</p>				<b>PWGSC CA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
				<b>DND ILSM</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
PREPARED BY DND DVB TA		DATE 2012	APPROVED BY DND DVB PM/DCSEM 9					
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	<b>3</b>	<b>3</b>	<b>3</b>
						<b>3</b>	<b>3</b>	<b>3</b>

CONTRACT DATA REQUIREMENTS LIST				DND Form 1413					
A. SYSTEM / ITEM <b>Digital Video Borescope (DVB) System</b>				B. CONTRACT / RFP NUMBER <b>W8476-123534</b>					
C. SOW IDENTIFIER <b>DVB System SOW</b>		D. DATA CATEGORY <b>Integrated Logistics Support</b>		E. CONTRACTOR TBD					
1. ITEM NUMBER <b>CDRL DVB-ILS-212</b>		2. TITLE OR DESCRIPTION OF DATA <b>Quick Start Guide</b>		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) <b>DID DVB-ILS-212</b>		5. CONTRACT REFERENCE Annex A – SOW Para 3.9.2.4.6		6. REQUIRING OFFICE <b>DND ILSM</b>					
7. INSPECTION <b>DD</b>	9. INPUT	10. FREQUENCY <b>ONE/R</b>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE <b>A</b>		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESSES	B. COPIES				
					INITIAL		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS Block 12: Draft Copy of the Quick Start Guide shall be submitted for review and acceptance within forty-two (42) calendar days after a Kick-off meeting.  Response Time: Comments the Draft Copy of the Quick Start Guide will be provided by Canada within fourteen (14) calendars days of receipt.  Block 13: Final Copy: Updated Quick Start Guide, addressing the comments from Canada, shall be submitted for acceptance within fourteen (14) calendar days of receipt of comments.				<b>PWGSC CA</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
				<b>DND ILSM</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	
PREPARED BY DND DVB TA		DATE 2012	APPROVED BY DND DVB PM/DCSEM 9						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

STATEMENT OF WORK (SOW)  
FOR PUBLICATIONS  
FOR  
DIGITAL VIDEO BORESCOPE (DVB) SYSTEM

Last revised: 10 Oct, 2012

Prepared by:  
PMO CF EOD Team Equipment Project  
DCSEM 9 and DSCO 5-3  
National Defence Headquarters  
Major General George R. Pearkes Building  
Ottawa, Ontario  
K1A 0K2

## 1.0 INTRODUCTION

This Statement of Work (SOW) defines the production and deliverable requirements of the technical publications to be provided by the Contractor.

## 2.0 SCOPE OF WORK

The Contractor shall provide as a minimum all technical publications for operation, maintenance and parts list of the deliverable end item as determined by the DND Technical Authority (TA).

## 3.0 APPLICABLE DOCUMENTS

- A-AD-100-100/AG-000 National Defence Publishing Policy and Administration Procedures
- A-DS-100-100/AG-002 Writing, Format and Production Guide to Administrative, Operational and Tactical Publications
- C-01-000-001/AG-001 Specification – Authoring Publishing & Distribution (APDS) Deliverables Requirements
- C-01-100-100/AG-005 Specification - Acceptance of Commercial and Foreign Government Publications as Adopted Publications
- C-01-100-100/AG-006 Specification - Writing, Format and Production of Technical Publications
- C-01-100-100/AG-008 Specification – Writing Guide for Technical Documentation
- D-LM-008-022/SG-000 Standard for Packaging of Documentation

#### **4.0 PUBLICATIONS FORMAT**

The Contractor shall provide as part of its proposal a recommended list of publications for approval by the DND / TA;

##### **Option 1: Newly Written DND Manuals**

All publications produced in both English and French Canadian, in one of the following formats, two (2) column - facing pages or separate issues. The selected format shall be in full conformance with the current issue of C-01-100-100/AG-006., and the layout shall follow the applicable DND “D” Specifications. The contractor shall certify that the technical content of the translated version is technically accurate. Certificates shall be provided to this effect in accordance with para 7.0 These manuals shall be the “**Copyright of the Crown / DND**”.

##### **Option 2: Existing Commercial or Foreign Government Manuals**

All publications provided as existing commercial or foreign government off-the-shelf manuals shall be in both English and French Canadian, in one of the formats mentioned in Option 1, meeting the requirements of the current issue of C-01-100-100/AG-005. If either the English or the French Canadian version is not available, the Contractor is responsible to translate into the second language and provide in commercial format. The contractor shall certify that the technical content of the translated version is technically accurate. Certificates shall be provided to this effect in accordance with para 7.0.

The rights that the Crown / DND has been granted under the Terms and Conditions of the applicable contract shall be clearly marked on the front matter of the Publication.

#### **5.0 NATIONAL DEFENCE INDEXING OF DOCUMENTATION (NDID) ASSIGNMENT**

The contractor shall submit requests for NDID numbers to the DND / TA to obtain the numbers that will be assigned to the Publications.



## 6.0 CONTROLLED GOODS

The DND / TA shall determine the controlled goods requirements for the Publications and provide direction to the contractor on the marking requirements to be applied.

## 7.0 CERTIFICATES

7.1 The Contractor shall prepare Certificates of (refer to C-01-100-100/AG-006)

- 7.1.1.1 **Validation** (DND 590) for submission to the DND / TA;
- 7.1.1.2 **Translation Accuracy Check** (TAC);
- 7.1.1.3 **Compliance** (DND 591).

7.2 All final (soft and/or hard copy) deliverables shall be accompanied by a duly completed Certificate of Compliance, certificates and a covering letter.

## 8.0 QUALITY ASSURANCE

All Contractor procedures and practices shall be subject to Government Quality Assurance (GQA) and shall be in accordance with contract requirements.

## 9.0 DRAFT DELIVERABLES FOR ACCEPTANCE PURPOSES:

Acceptance of the Publications for technical content requirements will be the responsibility of the DND / TA. Acceptance of the Publications and Soft Copy deliverables for format requirements will be DSCO 5-3. The soft and/or hard copy deliverables required for review purposes shall be in accordance with the DND / TA's instructions in conjunction with DSCO 5-3.

## 10.0 FINAL DELIVERABLES:

### 10.1 Soft Copy Deliverables:

Soft copy deliverables format shall be prepared and provided in accordance with C-01-000-001/AG-001 as specified by the DND / TA in conjunction with DSCO 5-3.

## 10.2 Media of Delivery:

The Contractor shall provide the electronic files on CD-ROM and /or DVDs. The CD-ROM or DVDs shall be clearly labelled with the NDID number, publication title, corresponding file number(s) and type, contract number and task or requisition number.

## 10.3 Delivery:

Soft Copy Deliverables shall be delivered to:

National Defence Headquarters (NDHQ)  
MGen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa Ontario  
Canada  
K1A 0K2  
**Attention: DSCO 5-3 1 LSTL (NQ-01)**  
**Gatineau QC**

## 10.4 Bulk Printing:

In accordance with the DND / TA's distribution requirements, bulk printing (hard copies) shall be delivered to:

DSCO 4 Publications Depot  
2140 Thurston Drive  
Ottawa Ontario  
Canada  
K1A 0K7

***Note: where applicable, the Contractor shall deliver the soft copy files / hard copy technical publications simultaneously.***

**The Canadian Forces Explosive Ordnance (EOD) Team Equipment**

**Technical Proposal Evaluation Process**  
**For**  
**Digital Video Borescope (DVB) System**

Last revised: 10 Oct, 2012

Prepared by:  
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## **1 GENERAL**

### **1.1 INTRODUCTION**

- 1.1.1 This document defines the criteria that will be used to determine technically compliant bid for the procurement of the Digital Video Borescope (DVB) System for the Canadian Forces (CF) Explosive Ordnance Disposal (EOD) Team Equipment. It contains a description of the evaluation process and identifies all mandatory requirements. It also defines and identifies information that is required from bidders in order to evaluate their proposals.

## **2 COMPLIANCE METHOD**

### **2.1 COMPLIANCE DOCUMENTATION**

- 2.1.1 The following methods, as indicated in the “Compliance Documentation Required” column of Appendix 1 to Annex B, will be used to define the minimum information required from the bidders against each requirement:
- 2.1.2 Compliance statement (CS) - Where “Compliance Statement” is identified in the “Compliance Documentation Required” column, the Bidder shall provide a compliance statement that describes in detail how the equipment offered fully complies with the requirement
- 2.1.3 Compliance Statement with References (CS-R) - Where “Compliance Statement with references” is identified in the “Compliance Documentation Required” column, the Bidder shall provide a compliance statement that describes in detail how the equipment offered fully complies with the requirement and include reference information to allow the bidder’s statement to be verified. Reference shall be 3rd party contact information that will confirm the Bidder’s submitted information.

## **3 EVALUATION OF COMPLIANCES**

### **3.1 PHASE 1: EVALUATION OF MANDATORY REQUIREMENTS**

- 3.1.1 The evaluation team will use the bidder’s submitted proposal to determine compliance against mandatory requirements. It is the bidder’s responsibility to respond to all mandatory requirements.

### **3.2 PHASE 2: EVALUATION TRIAL**

- 3.2.1 The assessment of the DVB against key technical and performance requirements will be done using compliance statements provided by the bidder as well as test results from verification testing and user trials conducted on the bidder’s supplied DVB.
- 3.2.2 Technical and Performance verification tests as well as user trials will be conducted on samples of the Bidder’s supplied DVB with the DVB operated in accordance with Original Equipment Manufacturer (OEM) procedures.
- 3.2.3 All technical and performance verification tests and user trials will be performed by DND Subject Matter Experts (SME) at Quality Engineering

Test Establishment (QETE) in Gatineau, QC. However, the location of the test might be switched to any other suitable location as deemed required by DND TA.

## **4 PREPARATION FOR EVALUATION TRIAL**

### **4.1 BID EVALUATION PREPARATION**

4.1.1 Upon completion of Phase 1: Evaluation of mandatory Criteria, successful Bidders advancing to Phase 2: Evaluation Trial shall be required to provide, all at no cost to Canada:

4.1.1.1 One (1) complete DVB set including technical manuals delivered no later than twenty-one (21) calendar days, after the Compliant Phase I Bidder(s) have been notified in writing by PWGSC that they have moved on to Phase II of the evaluation to the following address:

**Attn: Mr. Steven McIvor  
National Defence, QETE  
45 Sacre-Couer Blvd.  
Room F1113,  
Gatineau, QC, J8X 1C6, Canada  
Tel: 819-994-0890**

4.1.1.2 Field Service Representative (FSR) to instruct Evaluation staff in operation of the DVB before the commencement of test serials. This "training period" will not exceed four (4) hours per Bidder. Address above is the same location where the training will occur.

4.1.2 Only those criteria that are listed in the Appendix 2 to this Annex B will be assessed using verification test results.

4.1.3 All other mandatory criteria will be assessed using bidder's provided information as requested in "Compliance Documentation Required" column of Appendix 1 to this Annex B.

4.1.4 While DND will not be seeking to verify all specifications, if any mandatory requirement is discovered to be non-compliant during the evaluation process, the bid will be deemed non-compliant and will be removed from the bidding process.

4.1.5 Only technically compliant proposals will undergo financial evaluation in order to determine the winning proposal by the Contracting Authority.

### **4.2 BID SELECTION METHODOLOGY**

4.2.1 It is Canada's desire to achieve an optimal capability at an expense of lowest possible cost. Therefore, a "Lowest Cost Compliant" approach will be employed for this acquisition process. All valid proposals will be

evaluated against mandatory criteria based on trial results and Bidder's supplied information to determine technical compliances.

- 4.2.2 Selection of the winning proposal will be based on the proposed lowest cost provided that the proposal meets all mandatory requirements and confirms compliances with key technical & performance requirements, detailed in Appendixes 1 and 2 of this Annex B. Such an approach allows the evaluation team to compare and confirm technical characteristics and performance of the different DVB systems emphasizing those criteria considered the key in this selection process. At the same time this approach will recognize cost competitiveness of individual bids.

**Appendix 1: MANDATORY TECHNICAL EVALUATION CRITERIA**

Serial	Key Requirement Criteria with References	Requirement Description	Compliance Documentation Required CS - Compliance Statement CS-R - Compliance Statement with References	Bidder's Response/References	Compliance for the Evaluation Team only)	
					"C"	"NC"
M1	Annex A – Para 3.2.1.1	The DVB shall be in service with law-enforcement or armed forces in NATO or ABCA countries.  Bidder shall provide three (3) references, including details and contact information, for military partners or police agencies, either from one previous contract or 3 separate contracts.	CS-R			
M2	Annex A – Para 3.4.1.5	The DVB system shall record still images in JPEG or BMP format.	CS			
M3	Annex A – Para 3.4.1.6	The DVB system shall record video in MPEG/AVI format.	CS			
M4	Annex A – Para 3.4.1.7	Video output from the system shall be full motion streaming through a USB port.	CS			
M5	Annex A – Para 3.3.1.8	The system shall have the capability of at least 2 hours of recording time in a removable SD, micro SD or flash card.	CS			



Appendix 2 – MANDATORY CRITERIA EVALUATION TRIAL

Serial	Key Requirement Criteria with References	Requirement Description	Evaluation Trial Method/Plan	Compliance (This column is for the Evaluation Team only)	
				“C”	“NC”
T1	Annex A – Para 3.2.3.1	<b>Assembly</b> Time to assemble and start operating, including connection of components and/or accessories and the display of images from imaging media, shall take 3 (three) minutes or less to accomplish.	Evaluator will assemble the DVB system and time the process.		
T2	Annex A – Para 3.3.1.1	<b>Weight</b> The DVB system operational weight shall not exceed 3 (three) kg. With all attachments.	Evaluator will weigh the DVB system with calibrated scales.		
T3	Annex A – Para 3.4.2.2, 3.4.2.3, 3.4.2.5	<b>Probe Measurements</b> The probe: will have a diameter shall be 8 (eight) mm or less; shall be between 1.5 m and 3.0 m inclusive in length; and the probe tip shall articulate 4 (four) ways, bend angle minimum 90° in every direction.	Evaluator will measure the DVB probe diameter, length and articulation.		
T4	Annex A – Para 3.3.2.1	<b>Ruggedness</b> The DVB system shall be ruggedized enough to function after multiple drops from a height of one (1) meter onto a hard compacted gravel surface.	Evaluator will mechanically drop the DVB 2 (two) times from a height of 1 m onto 1.25 cm packed crushed stone. After each drop the device will be examined to confirm it is operational. Only those units that passed this test will go through bench tests T5 and T6.		
T5	Annex A – Para 3.5	<b>Performance Characteristics</b> The DVB system shall be capable of: Displaying an image with resolution of at least 640x480 (NTSC model) or better. Frame rate shall be of 29 fps as a minimum. Field of view shall be more than 60° on at least one axis.	Evaluator DVB operator with manipulate the device inside a sealed box. The box itself will be constructed to simulate an “inside a framed wall” environment using appropriate construction materials. It will be sealed from exterior light. The box lid will be hinged for device examination and/or extraction if necessary. Inside the box the operator will have 10 (ten) minutes to: move		

**ANNEX B  
TO W8476-123534  
DATED**

Serial	Key Requirement Criteria with References	Requirement Description	Evaluation Trial Method/Plan	Compliance (This column is for the Evaluation Team only)	
				“C”	“NC”
		Depth of Field of the camera shall range from 15 mm to a minimum of 100mm. Operating time: Continuous DVB system operating time shall be at least 1 (one) hour without battery replacement.	the DVB through three turns; identify and read from a United States Air Force resolution test target (USAF-1951) 50 mm x 50 mm; identify and read a digital time display as represented by a commercial-off-the-shelf wristwatch face; and identify a wire(s) of 0.25 mm diameter.		
T6	Annex A – Para. 3.4.1.4	Shall have variable intensity white light (blue and IR light are desirable) including operation of the DVB system without generating light	<p>The test will be performed at QETE optics laboratory. A collimating lens and calibrated luminance source will be used to test lens capability. Each DVB will be examined for: resolution at the highest light setting; resolution at various light settings; and resolution at the lowest light setting. The target will be USAF-1951 50 millimetres x 50 millimetres. The following procedure will be used.</p> <p>The self-illuminating light source of each DVB will be set to its maximum setting. A detector system will establish the maximum light output.</p> <p>The DVB light source will then be turned off or disabled and the maximum light level taken up by the integrating sphere on the optical bench. The technician will read off the smallest resolution target that is clearly resolvable.</p> <p>The light level will be reduced on the integrating sphere by a percentage of the maximum value until five (5) identical data points have been collected for each DVB.</p> <p>There will be no minimum value to be attained by participating units. The best three results attained will be the units selected for final consideration.</p>		