

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Réception des soumissions - TPSGC / Bid
Receiving - PWGSC
601-1550, Avenue d'Estimauville
Québec
Québec
G1J 0C7

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

Title - Sujet Weapon concept development & analys		
Solicitation No. - N° de l'invitation W7701-135405/A	Date 2012-10-16	
Client Reference No. - N° de référence du client W7701-135405		
GETS Reference No. - N° de référence de SEAG PW-\$QCL-002-14912		
File No. - N° de dossier QCL-2-35330 (002)	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-11-07		Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Brisebois, Aline		Buyer Id - Id de l'acheteur qcl002
Telephone No. - N° de téléphone (418) 649-2883 ()		FAX No. - N° de FAX (418) 648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: R&D POUR LA DEFENSE NATIONALE 2459 BLVD PIE XI NORD QUEBEC Québec G3J1X5 Canada		

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

TPSGC/PWGSC
601-1550, Avenue d'Estimauville
Québec
Québec
G1J 0C7

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

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qcl002

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PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation document is divided into seven parts plus attachments and annexes as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided;

Part 6 Security, Financial Requirements;

Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

List of Attachments:

Attachment 1 Financial Bid Presentation Sheet

Attachment 2 Mandatory and Point Rated Technical Criteria

Attachment 3 Evaluation of Price

List of Annexes:

Annex A Statement of Work or Requirement

Annex B Basis of Payment

Annex C Contractor Disclosure of Foreground Information

Annex D Security Requirements Check List

Annex E DND 626, Task Authorization Form

2. Summary

(a) **Title:** Weapon Concept Development and Analysis

(b) **Objectives:**

The objectives of the work are to provide DRDC Valcartier, Precision Weapons Section with specialized technical services in the area of whole effect chain concept development and analysis. This includes development of weapons models (small arms, guns, bombs and missiles) and sub-models development (guidance, control, fuzing, fire control, propulsion, airframe), launch plat-forms, tactical data links, navigation, process modelling, tool development, engagement model-ling and simulation analysis (option analysis and trade-off studies). The services will be per-formed on an "as-and-when-requested" basis. The nature of the services required will advise technology demonstrator projects (Alfred, What do you mean by this?), applied research projects and technology investment fund projects and technical activities in direct support of the Canadian Forces (CF).

(c) Tasks:

In order to achieve the project objectives, this contract will carryout 4 tasks.

TASK 1: Literature study on current and emerging weapons and suites.

TASK 2: Engagement conceptual modeling.

TASK 3: Engagement modeling and tool development.

TASK 4: Engagement simulation and analysis.

(d) Work location:

The Contractor must perform the work on site at Defence Research and Development Canada.

(e) Client department :

The services will be rendered to Defence Research and Development Canada (DRDC-Valcartier).

(f) Period of the contract :

The period of the contract is from the date of the contract to March 31, 2016 inclusive.

(g) Estimated funding available

The maximum funding available for the contract resulting from the bid solicitation is **\$900,000.00 CAD** (Goods and Services Tax or the Harmonized Sales Tax extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

(h) Intellectual property rights

Any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada.

(i) Code of Conduct

IMPORTANT NOTICE: New measures related to Code of Conduct and certifications included in the solicitation documents requires attention.

(j) Other information :

- The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).
- The requirement is limited to Canadian services.
- The requirement includes requirements for security.
- This PWGSC office provides provides procurement services to the public in both official languages.

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

1. Standard Instructions, Clauses and Conditions

The 2003 (2012-07-11) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

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

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) 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.

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

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

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

Delete: sixty (60) days

Insert: one hundred twenty (120) days

1.1 SACC Manual Clauses

A7035T (2007-05-25), List of Proposed Subcontractors

2. Submission of Bids

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

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

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority to the following email : Aline.Brisebois@tpsgc-pwgsc.gc.ca, **no later than five (5) calendar days** before the bid closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

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

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

5. Basis for Canada's Ownership of Intellectual Property

Defence Research and Development Canada - Valcartier has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada.

The Treasury Board, granted Defence Research and Development Canada exemption from the Treasury Board Policy on "Title to Intellectual Property Arising Under Crown Procurement Contracts"

6. Maximum Funding

The maximum funding available for the contract resulting from the bid solicitation is **\$900 000.00 CAD** (Goods and Services Tax or the Harmonized Sales Tax extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I : Technical Bid (4 hard copies) and 3 soft copies on CD or DVD

Section II : Financial Bid (2 hard copies) and 1 soft copy on CD or DVD

Section III : Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft 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 30% recycled paper;
- (c) print double sided (duplex printing);
- (d) use a numbering system that corresponds to the bid solicitation; and
- (e) submit bound bids using cerlox, staples, etc., but no binders.

Section I : Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should clearly address and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II : Financial Bid

1.1 Bidders must submit their financial bid in accordance with the following :

- (a) A firm all-inclusive hourly rate for each category of resources listed in **Attachment 1 - Financial Bid Presentation Sheet**, for each year of the contract period.

The total amount of Goods and Services Tax or Harmonized Sales Tax is to be shown separately, if applicable.

No travel and living expenses will be paid for services provided within the Quebec Region (including DRDC Valcartier facilities.) Further, Canada will not accept any travel and living

expenses for travel between the contractor's place of business and the Quebec region (including DRDC Valcartier facilities). All these cost must be included in the firm all-inclusive hourly rates.

The estimated funding available for the Contract resulting from the bid solicitation is **specified at part 2, article 6, Maximum Funding**, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination for goods, customs duties and excise taxes included. This disclosure does not commit Canada to pay the estimated funding available.

- (b) Prices must be in Canadian funds, Canadian customs duties and excise taxes included, and Goods and Services Tax (GST) or Harmonized Sales Tax (HST) excluded.

Section III : Certifications

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

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

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract).

1.1.1 Mandatory Technical Criteria

Refer to **Attachment 2, Mandatory Technical Criteria**.

1.1.2 Point Rated Technical Criteria

Refer to **Attachment 2, Point Rated Technical Criteria**.

1.2 Financial Evaluation

1.2.1 Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

For evaluation purposes only, the price of the bid will be determined as detailed in **Attachment 3, Evaluation of Price**.

2. Basis of Selection

2.1 Basis of Selection - Lowest Evaluated Price Per Point

- 1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory technical evaluation criteria;
 - (c) obtain the required minimum points for each group of criteria with a pass mark; and
 - (d) obtain the required minimum points overall for the technical evaluation criteria which are subject to point rating.

Bids not meeting (a) or (b) or (c) or (d) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award

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of a contract. The evaluated price per point will be determined by dividing the evaluated price of the bid by the number of points obtained for the point rated technical evaluation criteria.

In the event that two or more responsive bids have the same lowest evaluated price per point, the responsive bid with the lowest evaluated price will be recommended for award of a contract.

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 the 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.

1. Code of Conduct Certifications - Certifications Required Precedent to Contract Award

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

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) 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. Certifications Precedent to Contract Award

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

2.1 Federal Contractors Program for Employment Equity - Certification

2.1.1 Federal Contractors Program - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, 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, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the *Government Contracts Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by

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

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, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.
3. The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- (a) ☐ is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- (b) ☐ is not subject to the FCP, being a regulated employer under the *Employment Equity Act*, S.C. 1995, c. 44;
- (c) ☐ is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- (d) ☐ is subject to the FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC.)

Further information on the FCP is available on the HRSDC Web site (<http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml>).

2.2 Former Public Servant Certification

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

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

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

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

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

Former Public Servant in Receipt of a Pension

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

If so, the Bidder must provide the following information:

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

Work Force Reduction Program

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

If so, the Bidder must provide the following information:

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

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

Certification

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

2.3 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

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

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2.4 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

2.5 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

2.6 Language Capability

The Bidder certifies that it has the language capability required to perform the Work, as stipulated in the Statement of Work.

PART 6 - SECURITY, FINANCIAL REQUIREMENTS

1. SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of **SECRET**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. This contract includes access to **controlled goods**. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada. In order to gain access to Controlled Goods, the contractor personnel, who DND would deem to be embedded contractors, pursuant to the 2007 Exchange of Letters between DND and the U.S. Department of State, **must EACH be citizens of Canada** and hold a valid **SECRET** clearance, granted or approved by CISD/PWGSC.
3. The Contractor personnel requiring access to **PROTECTED/CLASSIFIED** information, assets or sensitive work site(s) **must EACH** hold a valid personnel security screening at the level of **SECRET**, granted or approved by CISD/PWGSC.
4. The Contractor personnel requiring access to **FOREIGN PROTECTED/CLASSIFIED** information, assets or sensitive work site(s) **must EACH** hold a valid personnel security screening at the level of **SECRET**, granted or approved by CISD/PWGSC.
5. The Contractor **MUST NOT** remove any **PROTECTED/CLASSIFIED** information from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
6. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
7. The Contractor must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex D;
 - (b) Industrial Security Manual (Latest Edition).

NOTE: There are multiple levels of release restrictions associated with this file. In this instance, a Security Guide should be added to the SRCL clarifying these restrictions. The Security Guide is normally generated by the organization's project authority and/or security authority.

2. Financial Capability

SACC Manual clause **A9033T** (2012-07-16), Financial Capability

PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled _____, dated _____ **(to be completed at the contract award)**.

An obligation for any Work will come into force only when a Task Authorization (TA) is approved and issued in accordance with the clause entitled "Task Authorization Process".

1.2 Task Authorization

1.2.1 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by **The Procurement and Payment group at Defence Research and Development Canada - Valcartier, represented by the DND Procurement Authority**. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

1.2.2 Task Authorization Process

Task Authorization:

The Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

Task Authorization Process:

1. The DND Procurement Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form specified in Annex D.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the DND Procurement Authority, **within five (5) calendar days** of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the DND Procurement Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

1.2.3 Task Authorization Limit

The DND Procurement Authority may authorize individual task authorizations up to a limit of **\$80,000.00**, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the **Contracting Authority** before issuance

1.3 Disclosure Certification

On completion of the Work, the Contractor must submit to the Technical Authority and to the Contracting Authority a copy of the Disclosure Certification attached as Annex C stating that all applicable disclosures were submitted.

2. Standard Clauses and Conditions

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

2.1 General Conditions

2040 (2012-07-16)), General Conditions - Research & Development, apply to and form part of the Contract.

The text under Subsection 4 of Section 52) - Code of Conduct and Certifications of 2040 referenced above is replaced by:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

2.2 Supplemental General Conditions

The following supplemental general conditions apply to and form part of the Contract:

4002 (2010-08-16), Software Development or Modification Services

2.3 SACC Manual Clauses

K3410C (2008-12-12), Canada to Own Intellectual Property Rights in Foreground Information

K3305C (2008-05-12), License to Intellectual Property Rights in Foreground Information

3. Term of Contract

3.1 Period of Contract

The period of the Contract is **from April 1st 2013 to March 31, 2016** inclusive.

4. Authorities

4.1 Contracting Authority

The Contracting Authority for the Contract is:

Aline Brisebois

Public Works and Government Services Canada
601-1550, D'Estimauville Avenue
Quebec, Quebec
G1J 0C7

Telephone: 418-649-2883
Facsimile: 418-648-2209
E-mail address: Aline.Brisebois@tpsgc-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.

4.2 Technical Authority *(to be completed by Canada at the contract award)*

The Technical Authority for the Contract is:

Name : _____
Organization : _____
Telephone: _____
Facsimile: _____
E-mail address: _____

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

4.3 Contractor's Representative *(to be completed by the contractor)*

Administrative representative :

Name :
Telephone :
Facsimile :
Email :

Technical representative :

Name :
Telephone :
Facsimile :
Email :

4.4 DND Procurement Authority *(to be completed by Canada at the contract award)*

The DND Procurement Authority for the Contract is:

Name : _____
Organization : _____
Telephone: _____
Facsimile: _____
E-mail address: _____

The DND Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The DND Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Task Authorizations. The Contractor may discuss administrative matters identified in Task Authorizations with the DND Procurement Authority however the DND Procurement Authority has no authority to authorize changes to the scope of the Work described in the Statement of Work at Annex A. Changes to the scope of Work described in the Statement of Work at Annex A can only be made through a contract amendment issued by the Contracting Authority.

5. Payment

5.1 Basis of Payment

One of the following types of basis of payment will form part of the approved Task Authorization (TA). The task price must be determined in accordance with the Basis of Payment at Annex B.

(a) Firm Unit Price(s) or Firm Lot Price TA

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid a firm price in accordance with the basis of payment, in Annex B, as specified in the authorized TA. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

(b) Ceiling Price TA

The Contractor will be reimbursed its costs reasonably and properly incurred in the performance of the Work, plus a profit, as determined in accordance with the Basis of Payment in Annex B, to the ceiling price specified in the approved TA. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the Work and computed in accordance with the Basis of Payment.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Technical Authority or the Contracting Authority, before their incorporation into the Work.

(c) TA subject to a Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

5.2 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 10%.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

5.2.1 Title Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$900 000.00**. Customs duties are included and the Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the contract expiry date, or
 - (c) as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

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

5.3 Method of Payment

5.3.1 Payments will be made not more frequently than once a month.

5.3.2 Depending on the method of payment specified in the applicable TA, one of the following method of payment clauses will apply.

5.3.2.1 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Task Authorization and the Contract if:

- (a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all such documents have been verified by Canada;
- (c) the Work delivered has been accepted by Canada.

5.3.2.2 Milestone Payments (For a Firm Price TA)

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Task Authorization and the payment provisions of the Contract if:

- (a) an accurate and complete invoice, and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

- (b) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

5.3.2.3 Progress Payments (For a TA subject to a Limitation of Expenditure or a Ceiling Price)

- (a) Canada will make progress payments in accordance with the payment provisions of the Task Authorization and the Contract for cost incurred in the performance of the Work up to 90 percent of the amount claimed and approved by Canada if:
- (i) an accurate and complete invoice and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) the amount claimed is in accordance with the Basis of payment and the Task Authorization;
 - (iii) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Task Authorization.
- (b) The balance of the amount payable will be paid in accordance with the payment provisions of the Task Authorization and the Contract upon completion and delivery of all work required under the Task Authorization if the Work has been accepted by Canada and a final claim for the payment is submitted.
- (c) Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the right to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

5.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

C0305C (2008-05-12), Cost Submission

5.5 Discretionary Audit

SACC Manual Clause **C0705C** (2010-01-11), Discretionary Audit

6. Invoicing Instructions - Progress Claim

1. The Contractor must submit a claim for progress payment using form PWGSC-TPSGC 1111. Form PWGSC-TPSGC 1111 is available at the following Website <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Each claim must show:

- (a) all information required on form PWGSC-TPSGC 1111;
- (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- (c) the Task Authorization (TA) number;
- (d) the description of the milestone invoiced, as applicable.

2. For TAs subject to a Limitation of Expenditure or a Ceiling Price, each invoice must be supported by:

- (a) a list of all expenses, in accordance with the TA;
- (b) a copy of time sheets to support the time claimed;
- (c) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
- (d) a copy of the monthly progress report.

3. Goods and Services Tax (GST) or Harmonized Sales Tax (HST), as applicable, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no GST/HST payable as it was claimed and payable under the previous claims for progress payments.

4. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Contracting Authority for certification.

ATTN : Mrs Suzanne Larrivée

Supply Support Clerk

Public Works and Government Services Canada

601-1550 Avenue D'Estimauville

Québec, Québec

G1J 0C7

E-mail address : Suzanne.Larrivee@tpsgc-pwgsc.gc.ca

The Contracting Authority will then forward the original and two (2) copies of the claim to the Technical Authority for appropriate certification after inspection and acceptance of the Work takes place, and onward submission to the Payment Office for the remaining certification and payment.

5. The Contractor must not submit claims until all work identified in the claim is completed.

7. Certifications

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

7.2 SACC Manual Clauses

A3060C (2008-05-12), Canadian Content Certification

8. Applicable Laws

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

9. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions **4002** (2010-08-16), Software Development or Modification Services;
- (c) the general conditions **2040** (2012-07-16), General Conditions - Research & Development;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Contractor Disclosure of Foreground Information;
- (g) Annex D, DND 626, Task Authorization;
- (h) the signed Task Authorizations (including all of its annexes, if any);
- (i) the Contractor's bid dated _____ **(to be completed at Contract award)**.

10. Defence Contract

SACC Manual clause **A9006C** (2012-07-16), Defence Contract

11. Foreign Nationals (Canadian Contractor)

SACC Manual clause **A2000C** (2006-06-16), Foreign Nationals (Canadian Contractor)

12. Insurance

SACC Manual clause **G1005C** (2008-05-12), Insurance

13. Progress Reports

1. When a task is authorised, the Contractor must submit monthly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.
2. The progress report must contain two parts:
 - (a) PART 1: The Contractor must answer the following three questions:
 - (i) Is the project on schedule?
 - (ii) Is the project within budget?
 - (iii) Is the project free of any areas of concern in which the assistance or guidance of Canada may be required?

Each negative response must be supported with an explanation.

- (b) PART 2: A narrative report, brief, yet sufficiently detailed to enable the Technical Authority to evaluate the progress of the Work, containing as a minimum:
- (i) A description of the progress of each task and of the Work as a whole during the period of the report. Sufficient sketches, diagrams, photographs, etc., must be included, if necessary, to describe the progress accomplished.
 - (ii) An explanation of any variation from the work plan.
 - (iii) A description of trips or conferences connected with the Contract during the period of the report.
 - (iv) A description of any major equipment purchased or constructed during the period of the report.

ATTACHMENT 1

FINANCIAL BID PRESENTATION SHEET

1. Firm all-inclusive rates (GST/HST extra, including profit and overhead) as follows :

Note to bidders:

1. The bidder must enter a rate for each proposed resource and for each year of the contrat.
2. The bidder must proposed a minimum of 1 resource in management, a minimum of 2 resources in Scientific Category 1 (engineer), a minimum of 2 resources in Scientific Category 2 (programmer/analyst). A minimum of one project manager is assigned to the project. The project manager can be one of the scientific resources proposed in Scientific Category 1 or 2.
3. If the resource works for a subcontractor, the bidder must also include the name of the subcontractor.
4. The rates must included the travel and living fees for the work performed at DRDC Valcartier facility, located at 2459, boul. Pie-XI Nord, Québec, Québec, G3J 1X5 or the work performed in Quebec city region.
5. Bidders may propose a number of employees greater or smaller than the number of lines available in the following table.
6. The estimated percentage of effort per labour category specified in the following table are only estimates of the requirements provided in good faith for the purpose of evaluating the financial aspects of the bids and do not represent a commitment on behalf of Canada

Labour Categories	Firm all- inclusive hourly rates for the following periods:				Estimated Percentage of effort per Labour Category
	from Contract date to March 31, 2013	from April 1, 2013 to March 31, 2014	from April 1, 2014 to March 31, 2015	from April 1, 2015 to March 31, 2016	
Project Manager (1) Name : _____	____\$ / hour	____\$ / hour	____\$ / hour	____\$ / hour	5%
Project Manager (2) Name: _____	____\$ / hour	____\$ / hour	____\$ / hour	____\$ / hour	
Scientific Category 1 (engineer) Name : _____	____\$ / hour	____\$ / hour	____\$ / hour	____\$ / hour	75%
Scientific Category 1 (engineer) Name : _____	____\$ / hour	____\$ / hour	____\$ / hour	____\$ / hour	

Labour Categories	Firm all- inclusive hourly rates for the following periods:				Estimated Percentage of effort per Labour Category
	from Contract date to March 31, 2013	from April 1, 2013 to March 31, 2014	from April 1, 2014 to March 31, 2015	from April 1, 2015 to March 31, 2016	
Scientific Category 2 (programmer/analyst) Name : _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	20%
Scientific Category 2 (programmer/analyst) Name: _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	

2. **EQUIPMENT:** at laid down cost without markup
3. **RENTALS:** at actual cost without markup
4. **MATERIALS AND SUPPLIES:** at laid down cost without markup
5. **SUBCONTRACTS:** at actual cost without markup

Support for the proposed subcontractor's price is required in the same details as that required for the Bidder's price. The estimated price for subcontracts should include all direct charges and travel & living expenses which would be to the account of the subcontractor.

The bidders must include the information about the labour, in the labour table (see section 1 of this attachment)

6. **TRAVEL & LIVING:**
 - (a) Canada will not accept any travel and living expenses incurred by the Contractor in the performance of the Work, for:
 - (i) services provided within the Québec City Region (including Defence Research and Development Canada, Valcartier facility), and
 - (ii) any travel between the Contractor's place of business and the Québec City Region (including Defence Research and Development Canada, Valcartier facility).
 - (b) For services to be provided outside the Québec City Region, the Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance

with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive (http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

- (c) Canada will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation of personnel required to satisfy the terms of this Contract.
- (d) All travel must have prior authorization of the Technical Authority. All payments are subject to government audit.

7. OTHER DIRECT CHARGES: at actual cost without markup

TOTAL ESTIMATED COST TO A LIMITATION OF EXPENDITURE:

\$900,000.00

(GST / HST EXTRA)

ATTACHMENT 2

EVALUATION OF PRICE

- NB:** (i) The estimated amounts of effort specified and various estimated quantities are only estimates of the requirements provided in good faith for the purposes of evaluating the financial aspects of the bids and do not represent a commitment on behalf of Canada.

For evaluation purposes only, the bid price will be determined as follows:

1- Calculation of bid price

The bid price will be evaluated on the basis of the following approximate percentages of use :

- Project Manager: 5%
- Scientific Category 1 (engineer): 75%
- Scientific Category 2 (programmer/analyst): 20%

2 – Calculation of average hourly rate per human resource category

The average hourly rate will be calculated as being the average of the hourly rates proposed for each human resource category. **The average hourly rate will not be used in the contract; instead, it will be used for evaluation purposes only.**

3 - Cost of labour :

To establish labour costs, the effort available in terms of hours must be determined. The effort available for each resource category will be calculated as follows:

Effort available =	[Total funding] X [Approximate percentage use]
	[Average hourly rate for the resource category]

The cost of labour for a given category (for a given bid) is then obtained by multiplying the effort available by the average hourly rate provided for the given category (for a given bid).

Lastly, the cost of labour is calculated by adding the labour costs per category for a given bid..

For example:

- Anticipated funding = \$900 000.00
- Percentage of use for Project Manager = 5%
- If the average hourly rate for bid A = \$100, for bid B = \$90 and for bid C = 100\$ then the average hourly rate for the resource category = 96.67.

Therefore,

Effort available \$900 000.00 X 0.05 / \$96.67 = 466.52 hours

and

- Labour costs for Project Manager for Bid A

$$= 462.52 \text{ heures} \times \$100 = \$46\,552.00$$

- Labour costs for Project Manager for Bid B
= 462.52 heures x \$90 = \$41 626.80
- Labour costs for Project Manager for Bid C
= 462.52 heures x \$100 = \$46 552.00

4 - Sample calculations for the price of the three bids

Personnel Category	Estimated Level of Effort in Person-Year	Rate A	Total Cost for A	Rate B	Total cost for B	Rate C	Total Cost for C	Estimated Qty.
	Used%							
Project Manager	5%	\$100.00	\$46 551.72	\$90.00	\$41 896.55	\$100.00	\$46 551.72	465.5172
Scientific Category 1 (engineer)	75%	\$90.00	\$650 892.86	\$90.00	\$650 892.86	\$100.00	\$723 214.29	7 232.1429
Scientific Category 2 (programmer/analyst)	20%	\$85.00	\$188 114.75	\$79.00	\$174 836.07	\$80.00	\$177 049.18	2 213.1148
			\$885 559.34		\$867 625.47		946 815.19 \$	

These rates are provided as an example only and must not be interpreted as an indicator of the experience of the labour categories.

OFFERORS	TOTAL POINTS	EVALUATION PRICE	COMPUTATION	RATIO \$/POINTS	RANGE
A	85	\$885 559.34	885559.34/85	10 418.35	1 Winner
B	75	\$867 625.47	867625.47/75	11 568.34	3
C	90	\$946 815.19	946815.19/90	10 520.17	2

ATTACHMENT 3

MANDATORY TECHNICAL CRITERIA AND POINT RATED TECHNICAL CRITERIA

1. Mandatory Technical Criteria

At bid closing time, the Bidder must comply with the following mandatory technical criteria and provide the necessary documentation to support compliance. Any bid which fails to meet the following mandatory technical criteria will be declared non-responsive. Each criterion should be addressed separately.

- **The Bidder must propose resources in the following technical/scientific categories :**
 - **A minimum of one resource in Management Category**
 - **A minimum of two resources in Scientific Category 1 (engineer);**
 - **A minimum of two resources in Scientific Category 2 (programmer/analyst);**
- **A minimum of one project manager is assigned to the project. The project manager can be one the scientific resources proposed in Scientific Category 1 or 2.**

2. Point Rated Technical Criteria

CRITERIA	MIN SCORE	MAX SCORE	EVALUATION SCALE
1.0 TECHNICAL PROPOSAL	15	25	
1.1 - Understanding of objectives and required technical work. The bidder should clearly demonstrate that he understands the objectives and specificities of the project. He should also present in details the technical support that he proposes for the conduct of the work and for achieving the objectives.	S/0	10	10 pts: Proof of an excellent understanding of the task objectives and realistic technical solutions. All principal elements are defined and solutions given. 8 pts: Proof of a very good understanding of the task objectives and realistic technical solutions. Almost all principal elements are defined and solutions given. 6 pts: Proof of a good understanding of the task objectives and realistic technical solutions. Most of the principal elements are defined and solutions given. 4 pts: Proof of a limited understanding of the task objectives and realistic technical solutions. Some of the principal elements are defined and solutions given.

			0 pts: No understanding of the task objectives and realistic technical solutions. Very few of the principal elements are defined and solutions given.
1.2 - Proposed strategy and methodology. The bidder should clearly present the technical approach and the methodology that he proposes. The technical approach and the methodology that are proposed both need to be realistic, relevant and directly tied to the required technical work. They should also be complete and realistic. Innovation will also be evaluated.	S/0	15	15 pts: The technical strategy and methodology (along with possible risks) presented is excellent (very concise and complete). All principal elements are defined and solutions given. 12 pts: The technical strategy and methodology (along with possible risks) presented is very good (concise and complete). Almost all principal elements are defined and solutions given. 9 pts: The technical strategy and methodology (along with possible risks) presented is good (concise and complete). Most of the principal elements are defined and solutions given. 6 pts: The technical strategy and methodology (along with possible risks) presented is limited (very concise and complete). Some of the principal elements are defined and solutions given. 3 pts: The technical strategy and methodology (along with possible risks) is not rigorously presented. Very few of the principal elements are defined and solutions given.
2.0 MANAGEMENT PROPOSAL	10	20	
2.1 - Project control (coordination, interfacing, supervision). a. The bidder proposes the use of project control techniques/tools (i.e. Microsoft project or other) and supports with examples): 2 pts	S/0	2	2 pts: Acceptable (meets the requirement) 1 pt: Low (lack of information) one example 0 pts: Unacceptable (missing information)
2.2 - Control system for resources. a. The bidder proposes the application of an effective resource management system and supports with examples: 2 pts.	S/0	2	2 pts: Acceptable (meets the requirement) 1 pt: Low (lack of information)

			0 pts: Unacceptable (missing information)
2.3 - Management experience of project manager. The Bidder must provide the name of the Project Manager who will be assigned to the project, demonstrating his/her education, qualifications and experience. His/her curriculum vitae must also be included. a. The project manager has experience in technical project management (technical, budget, personnel) – can include experience gained over many contracts: 4 pts b. The project manager has supervised R&D projects of \$100k or more: 2 pts	S/0	6	4 pts: 24 months or more fulltime experience in technical project management (technical, budget, personnel) 2 pts: 3 months to less than 24 months fulltime experience in technical project management (technical, budget, personnel) 0 pts: Less than 3 months fulltime experience in technical project management (technical, budget, personnel) 2 pts: Supervised two or more R&D projects 1 pt: Supervised one R&D project 0 pts: Supervised no R&D projects
2.4 Assignment of personnel – 10 pts. a. The bidder must clearly present how it foresees to attribute the resources to each of the tasks as well as the precise role of each of the resources in each activity. Clear presentation of resource and role for each task:	S/0	10	10 pts: Proof of an excellent allocation of resources for all tasks (excellent understanding of requirements and fit with each task). 8 pts: Proof of a very good allocation of resources for all tasks (very good understanding of requirements and fit with each task). 6 pts: Proof of a good allocation of resources for all tasks (good understanding of requirements and fit with each task). 4 pts: Proof of a limited allocation of resources for all tasks (limited understanding of requirements and fit with each task). 0 pts: No allocation of resources for the tasks is given (no understanding of requirements and fit with each task).
3.0 SCIENTIFIC CATEGORY 1 (ENGINEER)	40	70	

For each of the sub-criterion, the bidder must indicate the name of the resource(s) proposed and the résumé(s) must be included with the proposal.

When more than one person is proposed for a resource category, each person shall be evaluated separately and the total score for the resource category will be the average score.

Note for the experience criteria :

For all the criteria pertaining to the experience of the proposed resources, points will be given to experience sufficiently demonstrated. The Bidder must therefore provide sufficient information to allow for a complete evaluation of each stated experience. If the information provided is insufficient to confirm the relevance of the experience with the requirement of a criterion, zero points will be given to the Bidder for that specific experience criterion.

Minimum information required:

- Title of the project or experience;
- Description of the project or experience;
- Name of client, including name and telephone number of a point of contact able to confirm the information;
- Exact dates of the project or the experience (month and year of start/end);
- Exact dates of the involvement of the resource (month and year of start/end);
- Tasks conducted by the resource during the project or the experience.

Note that concurrent activities pertaining to a single experience will be considered only once. Exception: 3.2.4 can concur with work performed in Sections 3.2.1 thru 3.2.3.

Fulltime defined a duration of time worked on specific entity

3.1 – Academic training (domain and level of diploma) of each of the proposed resources .

6

10

10 pts: Doctorate in electrical, mechanical, physics, or aerospace engineering

<i>The total points for each criteria is based on the average of the score obtained for all implicated resources for this category.</i>			8 pts: Master in electrical, mechanical, physics, or aerospace engineering 6 pts: Bachelor in electrical, mechanical, physics, or aerospace engineering
3.2 Work experience			
<i>Must provide evidence of experience for all activities (see above – 3.0).</i>			
3.2.1 Experience in weapon and weapon component model development, implementation and application in Matlab/Simulink and/or C++, i.e., guidance, navigation, control, airframe, propulsion, fuzing/warhead, fire control with application to unguided and/or guided weapons.	5	20	0 pts for less than 1/2 month fulltime 2 pts for more than 1/2 month and less than or equal to 1 month fulltime 3 pts for more than 1 month and less than or equal to 2 months fulltime, 4 pts for more than 2 months fulltime. a) guidance, control and navigation - 4 pts b) airframe (aerodynamic) - 4 pts c) propulsion - 4 pts d) fuzing/warhead - 4 pts e) fire control - 4 pts Note: to obtain full points for propulsion, must have developed/implemented/applied propulsion models for more than 2 months; for full pts on airframe, must have developed/implemented/applied airframe models for more than 2 months, ..., etc.
3.2.2 Experience in design and development of modeling and simulation architectures.	S/0	10	0 pts for less than or equal to 3 months fulltime 1 pts for more than 3 months and less than or equal to 6 months fulltime 3 pts for more than 6 months and less than or equal to 12 months fulltime, 5 pts for more than 12 months fulltime. a) design - 5 pts b) development - 5 pts
	5	10	0 pts for less than or equal to 3 months fulltime 1 pts for more than 3 months and less than or equal to 6 months fulltime,

			3 pts for more than 6 months and less than or equal to 12 months fulltime, 5 pts for more than 12 months fulltime. a) option analysis and trade-off studies execution - 5 pts b) option analysis and trade-off studies analysis - 5 pts
3.2.4 Experience in modeling with Matlab/Simulink. – 10 pts	S/0	10	0 pts for less than or equal to 3 months fulltime, 5 pts for more than 3 months and less than or equal to 12 months fulltime, 7.5 pts for more than 12 months and less than or equal to 24 months fulltime, 10 pts for more than 24 months fulltime. Note: <u>Item 3.2.4 can concur with work performed in Sections 3.2.1 thru 3.2.3.</u>
3.2.5 Experience with: a) weapon engagement process modeling and the use of systems engineering operational and system views. – 4 pts b) experience with software engineering tools (eg. CORE) – 4 pts	S/0	8	0 pts for less than 1 month fulltime, 1 pts for more than 1 month and less than or equal to 2 months fulltime, 2 pts for more than 2 months and less than or equal to 4 months, 4 pts for more than 4 months fulltime. 0 pts for less than 1 month fulltime 1 pts for more than 1 month and less than or equal to 2 months fulltime 2 pts for more than 2 months and less than or equal to 4 months fulltime, 4 pts for more than 4 months fulltime.
3.2.6 Experience in performing open literature searches on weapon systems – 2 pts	S/0	2	0 pts for less than 2 weeks fulltime, 0.5 pts of full points for more than 2 weeks and less than or equal to 1 month fulltime 1 pts of full points for more than 1 month and less than or equal to 2 months fulltime, 2 pts for more than 2 months fulltime.
4.0 SCIENTIFIC CATEGORY 2 (PROGRAMMER/ANALYST)	40	60	

<p>For each of the sub-criterion, the bidder must indicate the name of the resource(s) proposed and the résumé(s) must be included with the proposal.</p> <p>When more than one person is proposed for a resource category, each person shall be evaluated separately and the total score for the resource category will be the average score.</p> <p><i>Note for the experience criteria :</i></p> <p><i>For all the criteria pertaining to the experience of the proposed resources, points will be given to experiences sufficiently demonstrated.</i></p> <p><i>The Bidder must therefore provide sufficient information to allow for a complete evaluation of each stated experience.</i></p> <p><i>If the information provided is insufficient to confirm the relevance of the experience with the requirement of a criterion, zero points will be given to the Bidder for that specific experience criterion.</i></p> <p><i>Minimum information required:</i></p> <ul style="list-style-type: none"> - Title of the project or experience; - Description of the project or experience; - Name of client, including name and telephone number of a point of contact able to confirm the information; - Exact dates of the project or the experience (month and year of start/end); - Exact dates of the involvement of the resource (month and year of start/end); - Tasks conducted by the resource during the project or the experience. <p><u><i>Note that concurrent activities pertaining to a single experience will be considered only once.</i></u></p>			
4.1 Academic training (domain and level	S/O	10	

<p>of diploma) of each of the proposed resources.</p> <p><i>The total points for each criteria is based on the average of the score obtained for all implicated resources.</i></p>			<p>10 pts: Doctorate in software or computer engineering 8 pts: Master in software or computer engineering 6 pts: Bachelor in software or computer engineering</p>
<p>4.2 Work experience (intermediate to senior programmer/analyst)</p> <p><i>Must provide evidence of experience for all activities (see above – 4.0).</i></p>			
<p>4.2.1 Experience in Modeling and Simulation Architectures – 5 pts</p>	S/0	5	<p>0 pts for less than 3 months fulltime, 1 pts of full points for more than or equal to 3 months and less than or equal to 12 months fulltime 3 pts of full points for more than 12 months and less than or equal to 24 months fulltime, 5 pts for more than 24 months fulltime.</p>
<p>4.2.2 Experience in software project management (management in terms of applying software best practices). This considers the art of software development, configuration control, documentation, and the formal process of doing software development the 'right' way. – 5 pts</p>	S/0	5	<p>0 pts for less than 3 months fulltime, 1 pts of full points for more than or equal to 3 months and less than or equal to 12 months fulltime 3 pts of full points for more than 12 months and less than or equal to 24 months fulltime, 5 pts for more than 24 months fulltime.</p>
<p>4.2.3 Experience in: a) software development (C++ with at least 1 other programming language, i.e., Java and/or Matlab and/or Matlab/Simulink and/or FORTRAN) – 10 pts</p>	S/0	10	<p>0 pts for less than 3 months fulltime, 5 pts of full points for more than or equal to 3 months and less than or equal to 12 months fulltime 7 pts of full points for more than 12 months and less than or equal to 24 months fulltime, 10 pts for more than 24 months fulltime.</p>
<p>4.2.4 Experience in development of post-processing tools – 5 pts</p>	S/0	5	<p>0 pts for less than 3 months fulltime, 1 pts for more than or equal to 3 months and less than or equal to 12 months fulltime 3 pts for more than 12 months and less than or equal to 24 months fulltime, 5 pts for more than 24 months fulltime.</p>
<p>4.2.5 Experience in architecture definition, implementation, and</p>	S/0	5	<p>0 pts for less than 1 months fulltime,</p>

configuration of data farming computer systems.			1 pts of full points for more than or equal to 1 months and less than or equal to 2 months fulltime 3 pts of full points for more than 2 months and less than or equal to 4 months fulltime, 5 pts for more than 4 months fulltime. a) physical set-up (installation of equipment) – 2.5 pts b) configuration (scripting) – 2.5 pts
4.3 Work experience (junior programmer/analyst) <i>Must provide evidence of experience for all activities (see above – 4.0).</i>			
4.3.1 Experience in :			
a) software development (C++ with at least 1 other programming language, i.e., Java and/or Matlab and/or Matlab/Simulink and/or FORTRAN) – 10 pts	S/0	10	0 pts for less than 3 months fulltime, 3 pts for more than or equal to 3 months and less than or equal to 12 months fulltime 5 pts for more than 12 months and less than or equal to 24 months fulltime, 10 pts for more than 24 months fulltime.
b) computer, server, network installations – 5 pts	S/0	5	0 pts for less than 1 months fulltime, 1 pts for more than or equal to 1 months and less than or equal to 2 months fulltime 3 pts for more than 2 months and less than or equal to 4 months fulltime, 5 pts for more than 4 months fulltime
c) Experience in architecture definition, implementation, and configuration of data farming computer systems.	S/0	5	0 pts for less than 1 months fulltime, 1 pts for more than or equal to 1 months and less than or equal to 2 months fulltime 3 pts for more than 2 months and less than or equal to 4 months fulltime, 5 pts for more than 4 months fulltime.
5.0 COMPANY'S EXPERIENCE	10	25	

5.1 Relevant experience of the company over the last 5 years. <i>The sub criteria will be evaluated according to the following method:</i> <i>Minimum information required:</i> - title of the contract; - description of the contract; - name of client, including name and telephone number of a point of contact able to confirm the information; - exact dates of the contract (month and year of start/end); a. Total value (excluding GST) of contracts conducted specifically on weapon engagement modeling and simulation (implementation and/or development, and/or application): 15 pts	10	25	0 pt: less than \$100,000 5 pts: \$100,000 to less than \$250,000 10 pts: \$250,000 to less than \$500,000 15 pts: more than \$500,000 b. Total value (excluding GST) of other contracts conducted on modeling and simulation for defence - 10 pts 0 pt: less than \$100 000 5 pts: \$100 000 \$ to less than \$500 000 10 pts: more than \$500 000
TOTAL	115	200	

ANNEX A

STATEMENT OF WORK

1. GENERAL

1.1 Title

Task Authorization Contract for Weapon Concept Development and Analysis

1.2 Objective

The objectives of the work are to provide DRDC Valcartier, Precision Weapons Section with specialized technical services in the area of whole effect chain concept development and analysis. This includes development of weapons models (small arms, guns, bombs and missiles) and sub-models development (guidance, control, fuzing, fire control, propulsion, airframe), launch platforms, tactical data links, navigation, process modelling, tool development, engagement modelling and simulation analysis (option analysis and trade-off studies). The services will be performed on an "as-and-when-requested" basis. The nature of the services required will advise technology demonstrator projects (Alfred, What do you mean by this?), applied research projects and technology investment fund projects and technical activities in direct support of the Canadian Forces (CF).

1.3 Background

DRDC Valcartier develops and applies numerical simulations of precision weapon systems (small arms, guns, and missiles) to perform studies and develop concepts. The development of these models is based on the munition component model library of DRDC Valcartier, developed and implemented in Matlab/Simulink. The components are developed using a DRDC designed method for code generation, the sub-systems standard interface MIST (naming convention and signal specification) and simulation architecture. DRDC Valcartier develops models of the components of the precision effect chain and conducts parametric studies to determine their effectiveness.

DRDC Valcartier has developed a conceptual framework for hard-kill effectiveness assessment in response to a requirement for an integrated capability to evaluate Canadian Forces hard-kill weapon effectiveness in current and future mission scenarios against current and evolving threats. The BAE Australia Ship Air Defence Model (SADM) provides models in the area of sensors, command and control, environment, soft-kill, hard-kill (weapon), and threat for self and area defence (single ship and task group). SADM permits a complete analysis of the engagement kill chain, from detection, identification and designation to engagement and outcome (a "System of Systems" evaluation of effectiveness). SADM users can employ default or user defined system models within SADM (sensors, weapons).

DRDC Valcartier uses an architectural framework to document conceptual views and definitions of a given system. The framework is tailored to create a representation of system architecture, system behaviour (operational activities and functions), system composition (components), information flow, measures of performance and external interfaces. This representation helps provide the context, scope and objectives of the analysis of a precision effect capability. This representation also assists the analyst in defining system inputs and performance drivers in trade-off and option analysis studies.

The above modeling and simulation tools can be used to support weapon model development and engagement modeling and simulation.

1.4 Acronyms

API	Application of Programming Interface
CapDEM	Capability Demonstration
CF	Canadian Forces
DND	Department of National Defence
DND/AF DND	Architecture Framework
DRDC	Defence R&D Canada
GUI	Graphic User Interface
HKEP	Hard-Kill Effectiveness Prediction
HWIL	Hardware-in-the-loop
MIST	Munition Interface Specification
M&S	Modeling and Simulation
OV	Operational view
PWGSC	Public Works and Government Services Canada
R&D	Research and Development
SADM	Ship Air Defence Model
SOW	Statement Of Work
SV	System view
TA	Task Authorization
UML	Unified Modified Language
WSAF	Whole of System Analytical Framework

2. **SCOPE OF WORK**

The SOW provides scoped general categories of activities. Each task authorization (DND 626) will provide a detailed scope, activities, deliverables and timelines. A total of four categories of activities are described in the following paragraphs. Each task authorization can refer to more than one category described below and the same task can be executed several times over the contract duration.

TASKS

Task 1: Literature study on current and emerging weapons and suites

General

The services related to this task concern the conduct of a literature search on current and emerging weapon technologies and/or weapons (small arms, guns, and missiles) and effect chain support systems.

Services to be provided include:

1.1 Conduct an open source literature search on current and emerging weapon technologies, weapons (small arms, guns, bombs and missiles) and/or support systems.

- o May include weapon technologies and weapons that are employed by Canada and/or other countries to fulfill military missions, including, direct and indirect fire, close-in ground combat, air-to-air, air-to-ground, ground based air defence, anti-ship defence, for instance.

- o Various performance characteristics are employed to allow for comparison, including, weapon range, velocity, precision, seeker type, guidance type, warhead, fuze, for instance.

1.2 Reporting: Report - Introduction, background, system description and performance characteristics (as found in open literature), conclusions

Task 2: Engagement conceptual modeling

General

The services related to this task concern the use of specialized engineering tools (following DNDAP standard - CORE) to document the weapon (small arms, guns and missiles) engagement. The objective is to define the operational, system, and technical views of the conceptual model, including node/system, operational activity/function, performance metrics and key system parameters.

Services to be provided include

- 2.1 Use of specialized systems engineering tools to document the engagement conceptual model.
- 2.2 Capture operational, system, and technical views of the process, and potential performance metrics and key system parameters.
- 2.3 Generate the architectural artifacts that may include, but is not limited to:
 - High Level Operational Concept Graphic (OV-1);
 - Operational Node Connectivity Description (OV-2);
 - Operational Information Exchange Matrix (OV-3);
 - Systems Interface Description (SV-1)
 - Systems Connectivity Description (SV-2)
- 2.4 Computer Technical Services Support which includes computer configuration and software installation if required)
- 2.5 Reporting: Report - Introduction, background, system description and performance characteristics (as found in open literature), conclusions

Task 3: Engagement modeling and tool development

General

The services related to this task concern the requirements elicitation, mathematical formulation, software implementation, demonstration, verification/validation and documentation of engagement models and sub-models and tools required for M&S and analysis. The services also include requirements definition, design, development and improvements of modeling and simulation architectures.

Services to be provided include

3.1 Engage weapon modeling and simulation tools familiarization

- Review of in-house M&S tools and capabilities.

3.2 Analyse model / tool options for weapon concept and analysis

- Evaluation, requirements and gaps

3.3 Engage weapon model development including sub-model development:

- Guidance, control, fire control, autopilot, GPS, sensors, signature, environment, aerodynamic, propulsion, airframe, warhead, fuzing, lethality / vulnerability
- Documentation of models / sub-models using provided templates
- Verification and validation of models / sub-models using provided process

3.4 Develop tool and application

- Data farming, post-processing and analysis
- Code generation and customization scripts
- Sub-model/component integration into larger models/software
- Modeling and simulation architecture, tools, application programming interface and Graphic User Interface
- Configuration & version management
- Documentation of tools (user, developer and administrator guides) & architecture, including UML diagrams and software design document
- Computer Technical Services Support which includes computer configuration and software installation if required)
- Optimization design tools (including ModelCentre)

Reporting: Report - Introduction, background, system description and performance characteristics (as found in open literature), conclusions

Task 4: Engagement simulation and analysis**General**

The services related to this task concern weapon engagement simulation and analysis. The work involves setting up a weapon engagement model in a simulation environment and performing an options analysis or trade-off studies.

Services to be provided include**4.1 Develop baseline scenarios****4.2 Identify the weapon model parameters from the technical documents, subject matter experts and open literature.**

4.3 Conduct verification and validation of the system and subsystem models, and of the simulation

4.4 Interface specific hardware as part of a Hardware-in-the-loop (HWIL) simulation

Use of DRDC/partners(ally countries) tools/application and commercial products.

Computer Technical Services Support which includes computer configuration and software installation if required)

4.5 Execute one-on-one and/or one-on-few engagement studies

- Monte Carlo runs, batch runs, trade-off studies, option analysis
- Analysis and interpretation of simulation results

4.6 Presentation of results – PowerPoint presentation (10 – 15 slides)which includes the following:
Objectives, approach, tools, analysis, results, conclusions

4.7 Reporting: Report - Introduction, background, system description and performance characteristics (as found in open literature), conclusions (same comment as 1.2)

4. REPORTS AND OTHER DELIVERABLES

General

Depending on the nature of the task , the deliverable(s) could consist of a combination of any of the following:

- technical reports
- numerical models (Simulink, C++, or other as specified by technical authority)
- simulation results
- engagement conceptual models (well established standard - DNDAF views)
- application software (including source code).

Deliverables will be specified in each Task (DND 626).

Technical report

For each task authorization, the contractor must deliver a report describing in detail:

- The objectives of task
- The background of the task
- A description of the work performed
- Depending on the work requested, a report will also include at least one of the following:
 - Mathematical formulation of numerical models, their implementation and results of verification and validation
 - Documented source code or model in visual programming environment (Simulink, C++ or other as established by the technical authority)
 - Documentation for installation of development environments
 - Software user guide
 - Input files
 - Raw and analyzed results from numerical and analytical simulations
 - Conclusions and recommendations

- List of Acronyms
- Conceptual model of the engagement (following well established standard - DNDAF views).

The DRDC publication format provided by the technical authority must be used for the writing of the report. The abstract and executive summaries will be provided in English and French. The contractor must deliver between 5 and 10 hard copies of the report (as decided by the scientific authority and indicated in each task authorization) printed on 8 ½ in x 11 in paper and 2 electronic copies of the report on a CD in each of the following formats: MS Word and Adobe Acrobat PDF. Reports must be delivered in English.

5. PUBLICATIONS

The contractor and technical authority may be permitted to co-publish specific work related to a task to the public domain (conference, symposium, journal), however, all such publications for public release must be approved by the technical authority in advance of publication.

6. MEETINGS

Meetings will be held every two weeks within DRDC Valcartier premises to discussion work progress. The frequency maybe increased if deemed necessary, upon request from the contractor or from the technical authority.

7. GOVERNMENT FURNISHED EQUIPMENT (GFE)

General

Although each task will contain a detailed definition of government provided equipment, the following paragraphs provides a non-exhaustive list of equipment that could be provided.

List of material

The contractor will have access to the M&S laboratory (configuration management database, software) and to all the documentation available about the modeling and simulation process and environment. This information must be solely used for the conduct of this contract. Due to the special requirements of working on the DRDC site, a computer and required tools will be available for each resource working on this project. A computer will be provided for each contractor on site. (Alfred: I'm not sure if this should be added? Let's wait and see what Hélène says).

8. WORK LOCATION

The contractor must perform the work on site at Defence Research and Development Canada – Valcartier, located at 2459 Pie-XI Blvd. North, Quebec City, Quebec. Such on-site work is essential for the execution of the work as defined in this technical specification for the following reasons: (1) to carry out the specialized technical support, which is the topic of this task authorization contract, by employing the DRDC Valcartier in-house analytical tools, (2) to contribute to and use the tools, databases and software licenses that reside on-site in the DRDC Valcartier laboratories and accessible only through the DRDC Valcartier intranet.

ANNEX B**BASIS OF PAYMENT***(To be completed by Canada at Contract award)*

1. **LABOUR:** at the following firm rates (including profit, overhead and travel and living fees for the work performed in quebec city region - including at DRDC Valcartier facilities), GST/HST extra.

Labour Categories	Firm all- inclusive hourly rates for the following periods:				Estimated Percentage of effort per Labour Category
	from the date of the contract to March 31, 2013	from April 1, 2013 to March 31, 2014	from April 1, 2014 to March 31, 2015	from April 1, 2015 to March 31, 2016	
Project manager (1) Name : _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	5%
Project manager (2) Name: _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	
Scientific Category 1 (engineer) Name : _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	75%
Scientific Category 1 (engineer) Name : _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	
Scientific Category 2 (programmer/analyst) Name : _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	20%
Scientific Category 2 (programmer/analyst) Name: _____	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	_____ \$ / hour	

2. **EQUIPMENT:** at laid down cost without markup
3. **RENTALS:** at actual cost without markup
4. **MATERIALS AND SUPPLIES:** at laid down cost without markup
5. **TRAVEL AND LIVING EXPENSES:**

-
- (a) Canada will not accept any travel and living expenses incurred by the Contractor in the performance of the Work, for:
- (i) services provided within the Québec City Region (including Defence Research and Development Canada, Valcartier facility), and
 - (ii) any travel between the Contractor's place of business and the Québec City Region (including Defence Research and Development Canada, Valcartier facility).
- (b) For services to be provided outside the Québec City Region, the Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive (http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".
- (c) Canada will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation of personnel required to satisfy the terms of this Contract.
- (d) All travel must have prior authorization of the Technical Authority. All payments are subject to government audit.
6. **SUBCONTRACTS:** at actual cost without markup
7. **OTHER DIRECT CHARGES:** at actual cost without markup

Estimated Cost to a Limitation of Expenditure : \$900,000.00
(GST/HST extra)

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the estimated cost does not exceed the aforementioned Limitation of Expenditure.

ANNEX C

CONTRACTOR DISCLOSURE OF FOREGROUND INFORMATION

Please see reference applicable in your contract to look into **Article 1 - Interpretation of 2040 General Conditions** to obtain the complete definition of the term Foreground Information and thus to help you to determine the information which must be revealed. <http://sacc.pwgsc.gc.ca/sacc/query-e.jsp>.

The Contractor shall respond to the following questions:

1. Contract No.:
2. What is the descriptive title of the FIP (Foreground Intellectual Property)?
3. Abbreviated description of the FIP and, if applicable, of the different systems and sub-systems.
4. What is or was the objective of the project?
5. Explain how the FIP meets the objective of the project (for example: the advantage of the new solution, what problem did the FIP resolve or what benefits did the FIP deliver).
6. Under which category (ies) would you best describe the FIP and why: Patents, Inventions, Trade Secrets, Copyright, Industrial Designs, Rights in Integrated Circuit Topography, Know-how, Other?
7. Describe the features or aspects of the FIP that are novel, useful and not obvious.
8. Has the FIP been tested or demonstrated? If yes, please summarise the results.
9. Has any publication or disclosure to others been made? If so, to whom, when, where and how?
10. Provide names and addresses of the inventors.
11. Provide an explicit and detailed description of the FIP developed during the contract (Refer to pertinent section of the technical report, if necessary).

Please specify name and position of person approving / authorizing this disclosure. This person is to sign and date the disclosure.

Signature

Date

Name

Title

(Internal DRDC Valcartier)

Signature

Date

Name

Title (Technical authority)

Solicitation No. - N° de l'invitation

W7701-135405/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

qc1002

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7701-135405

QCL-2-35330

ANNEX D SECURITY REQUIREMENTS CHECK LIST

The Security Requirements Check List (SRCL) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

Solicitation No. - N° de l'invitation

W7701-135405/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

qc1002

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W7701-135405

QCL-2-35330

ANNEX E

FORM DND 626, *TASK AUTHORIZATION*

The *Form DND 626, Task Authorization* appended to the Solicitation file is to be inserted at this point and forms part of this document. (Will be included in the contract)



Government of Canada
Gouvernement du Canada
ANNEX D

Contract Number / Numéro du contrat W7701-135405
Security Classification / Classification de sécurité UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND		2. Branch or Directorate / Direction générale ou Direction DRDC Valcartier
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Weapon Concept Development and Analysis		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input checked="" type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion mm <input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion mm <input checked="" type="checkbox"/>
Not releasable À ne pas diffuser <input checked="" type="checkbox"/>		
Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays Embedded Contractor sm	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays CAN Embedded Contractor sm
7. c) Level of information / Niveau d'information		
PROTECTED A <input checked="" type="checkbox"/> PROTÉGÉ A	NATO UNCLASSIFIED <input type="checkbox"/> NATO NON CLASSIFIÉ	PROTECTED A <input checked="" type="checkbox"/> PROTÉGÉ A
PROTECTED B <input checked="" type="checkbox"/> PROTÉGÉ B	NATO RESTRICTED <input type="checkbox"/> NATO DIFFUSION RESTREINTE	PROTECTED B <input checked="" type="checkbox"/> PROTÉGÉ B
PROTECTED C <input type="checkbox"/> PROTÉGÉ C	NATO CONFIDENTIAL <input type="checkbox"/> NATO CONFIDENTIEL	PROTECTED C <input type="checkbox"/> PROTÉGÉ C
CONFIDENTIAL <input checked="" type="checkbox"/> CONFIDENTIEL	NATO SECRET <input type="checkbox"/> NATO SECRET	CONFIDENTIAL <input checked="" type="checkbox"/> CONFIDENTIEL
SECRET <input checked="" type="checkbox"/> SECRET	COSMIC TOP SECRET <input type="checkbox"/> COSMIC TRÈS SECRET	SECRET <input checked="" type="checkbox"/> SECRET
TOP SECRET <input type="checkbox"/> TRÈS SECRET		TOP SECRET <input type="checkbox"/> TRÈS SECRET
TOP SECRET (SIGINT) <input type="checkbox"/> TRÈS SECRET (SIGINT)		TOP SECRET (SIGINT) <input type="checkbox"/> TRÈS SECRET (SIGINT)

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
UNCLASSIFIED

Canada

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No / Non ☐ Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:

Commentaires spéciaux : Embedded contractor having access to controlled good.

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No / Non ☐ Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No / Non ☐ Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No / Non ☐ Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No / Non ☐ Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No / Non ☐ Yes / Oui



PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO					COMSEC				
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ	CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET		
											A	B	C			
Information / Assets Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non ☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non ☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government
of Canada

Gouvernement
du Canada

Contract Number

Titre

W7701-135405

Security Classification / Classification de sécurité
UNCLASSIFIED

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

Alfred JEFFREY

Title - Titre

Mr.

Signature

Telephone No. - N° de téléphone

418 844-4000 x4684

Facsimile No. - N° de télécopieur

418 844-4502

E-mail address - Adresse courriel

alfred.jeffrey@drdc-rddc.gc.ca

Date

16 May 2012

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

Sasha Medjovic - CF MR GP HQ - Industrial Security

Senior Security Analyst

Tel: 613-949-1066 / Fax: 613-949-1069

E-mail: sasha.medjovic@forces.gc.ca

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

2012-06-05

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No ☒ Yes
Non Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Maria Mendoza

Contract Security Officer, Contract Security Division

Maria.Mendoza@cpsgo-pwgs.gc.ca

Tel/Tél - 613-948-1618 / Fax/Télec - 613-944-4171

Oct. 4, 2012