

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage , Phase III**  
**Core 0A1 / Noyau 0A1**  
**Gatineau**  
**Québec**  
**K1A 0S5**  
**Bid Fax: (819) 997-9776**

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> HS-10 Electronic Target System	
<b>Solicitation No. - N° de l'invitation</b> W8484-137834/A	<b>Date</b> 2013-07-29
<b>Client Reference No. - N° de référence du client</b> W8484-137834	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$BM-014-23922	
<b>File No. - N° de dossier</b> 014bm.W8484-137834	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-09-13</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Bailey (bm div.), Pamela	<b>Buyer Id - Id de l'acheteur</b> 014bm
<b>Telephone No. - N° de téléphone</b> (819) 956-3470 ( )	<b>FAX No. - N° de FAX</b> (819) 956-5650
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**Issuing Office - Bureau de distribution**  
Weapons Systems Division/Division des systèmes d'arme  
11 Laurier St. / 11, rue Laurier  
8C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

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

## **TABLE OF CONTENTS**

### **PART 1 - GENERAL INFORMATION**

1. Security Requirement
2. Statement of Requirement
3. Debriefings

### **PART 2 - BIDDER INSTRUCTIONS**

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws

### **PART 3 - BID PREPARATION INSTRUCTIONS**

1. Bid Preparation Instructions

### **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

1. Evaluation Procedures
2. Basis of Selection

### **PART 5 - CERTIFICATIONS**

1. Mandatory Certifications Required Precedent to Contract Award
2. Additional Certifications Required with the Bid

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

1. Security Requirement
2. Requirement
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. Defence Contract
12. SACC Manual Clauses
13. Preparation for Delivery
14. Existing Technical Specifications - Translation
15. North Atlantic Treaty Organization Codification - Data Requirements
16. Consignee

### **List of Annexes:**

- Annex A - Statement of Requirement  
Annex B - Basis Of Payment

Solicitation No. - N° de l'invitation

W8484-137834/A

Amd. No. - N° de la modif.

File No. - N° du dossier

014bmW8484-137834

Buyer ID - Id de l'acheteur

014bm

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

W8484-137834

CCC No./N° CCC - FMS No/ N° VME

---

## **PART 1 - GENERAL INFORMATION**

### **1. Security Requirement**

There is no security requirement associated with this bid solicitation.

### **2. Requirement**

The Department of National Defence, Directorate of Cadets and Junior Rangers has a requirement for an Electronic Target System equivalent to the SIUS HS 10 which is currently in service.

### **3. Debriefings**

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

---

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

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

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

The 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

#### 1.1 SACC Manual Clauses

B1000T Condition of Material (2007-11-30)

B3000T Equivalent Products (2006-06-16)

### 2. Submission of Bids

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

### 3. Enquiries - Bid Solicitation

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

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

### 4. Applicable Laws

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

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.

---

## 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 - 3 hard copies and 3 soft copies on CD;

Section II: Financial Bid - 1 hard copy;

Section III: Certifications - 2 hard copies;

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 a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### Section I: Technical Bid

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

#### Section II: Financial Bid

Bidders must submit their financial bid in accordance with Annex B - Basis of Payment of the solicitation. The total amount of Applicable Taxes must be shown separately.

##### 1.1 Exchange Rate Fluctuation

C3011T (2010-01-11), Exchange Rate Fluctuation

#### 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**

##### **1.1.1 Mandatory Technical Criteria**

Compliance with all the mandatory provisions of the bid solicitation, including all annexes and applicable terms and conditions will be verified. In the case where a mandatory item cannot be or is not complied with, the proposal will receive no further consideration.

#### **1.2 Financial Evaluation**

A0222T (2013-04-25), Evaluation of Price

### **2. Basis of Selection**

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

### **3. Security Requirement**

There is no security requirement associated with this bid solicitation.

---

## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and documentation to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

### 1. Mandatory Certifications Required Precedent to Contract Award

#### 1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

#### 1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Human Resources and Skills Development Canada (HRSDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

---

## PART 6 - RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement applicable to this Contract.

### 2. Requirement

The Contractor must provide an Electronic Target System in accordance with the Requirement at Annex A, statement of Work and the technical portions of the Contractor's bid entitled \_\_\_\_\_, dated \_\_\_\_\_.

### 3. Standard Clauses and Conditions

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

#### 3.1 General Conditions

2010A (2013-04-25), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

#### 3.2 Supplemental General Conditions

4003 Licensed Software (2010-08-16), apply to and form part of the Contract.

### 4. Term of Contract

#### 4.1 Delivery Date

All the deliverables must be received on or before 30 October 2013.

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Pamela Bailey

Contracting Officer

E: [pamela.bailey@pwgsc.gc.ca](mailto:pamela.bailey@pwgsc.gc.ca)

Defence and Major Projects Sector (DMPS).

Travaux publics et Services gouvernementaux Canada | Public Works and Government Services Canada

Place du Portage, Phase III, 11, rue Laurier Street, Gatineau, QC K1A 0S5

Government of Canada

Phone 819 956 3470

Fax 819 956 0636

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.

Solicitation No. - N° de l'invitation

W8484-137834/A

Amd. No. - N° de la modif.

File No. - N° du dossier

014bmW8484-137834

Buyer ID - Id de l'acheteur

014bm

CCC No./N° CCC - FMS No/ N° VME

W8484-137834

---

## 5.2 Technical Authority

The Technical Authority will be identified upon Contract award.

The Technical Authority named above is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the 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.

## 5.3 Procurement Authority

The Procurement Authority will be identified upon Contract award.

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

## 5.4 Contractor's Representative

The individual who will be responsible for Invoicing/Technical/Delivery Inquiries

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_-\_\_\_-\_\_\_\_\_

E-mail: \_\_\_\_\_.

## 6. Payment

### 6.1 Basis of Payment

For the performance of the Work in accordance with any resulting Contract and its Terms and Conditions, the Contractor shall be paid firm unit prices in \_\_\_\_\_ funds, DDP Delivered Duty Paid, Incoterms 2000, GST/HST Extra (if applicable), shipping/transportation costs included.

### 6.2 Method of Payment

H1001C (2008-05-12) Multiple Payment

---

### 6.3 SACC Manual Clauses

C2000C Taxes - Foreign-based Contractor (2007-11-30)

C2605C Canadian Customs Duties and Sales Tax - Foreign-based Contractor (2008-05-12)

C2608C Canadian Customs Documentation (2012-07-16)

C2610C Customs Duties - Department of National Defence - Importer (2007-11-30)

G1005C Insurance (2008-05-12)

### 7. Invoicing Instructions

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

2. Invoices must be distributed as follows:

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

The Department of National Defence  
101 Colonel By Drive  
Ottawa, ON Canada, K1A 0K2

Attn: Alan Cullen, DIL Proc 3-4-3

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

Instruction to contracting officers : Insert additional distribution as applicable. The following is an example.

c. one (1) copy must be forwarded to the consignee.

### 8. Certifications

#### 8.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if 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.

### 9. Applicable Laws

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

**10. 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 and Annex B - Basis of Payment;
- (b) 4003 Licensed Software (2010-08-16), Supplemental General Conditions;
- (c) 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- (d) Annex A, Statement of Requirement;
- (e) the Contractor's bid dated \_\_\_\_\_ (insert date of bid) (If the bid was clarified or amended, insert at the time of contract award: ", as clarified on \_\_\_\_\_" or ", as amended on \_\_\_\_\_" and insert date(s) of clarification(s) or amendment(s))

**11. Defence Contract**

The Contract is a defence contract within the meaning of the Defence Production Act, R.S.C. 1985, c. D-1, and must be governed accordingly.

Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the Defence Production Act.

**12. SACC Manual Clauses**

- A9062C (2011-05-16) Canadian Forces Site Regulations
- B7500C (2006-06-16) Excess Goods
- D2025C (2008-12-12) Wood Packaging Materials
- D5328C (2007-11-30) Delivery, Inspection and Acceptance
- D5515C (2010-01-11) Quality Assurance Authority (Department of National Defence) - Foreign-based and United States Contractor
- D5545C (2010-08-16) ISO 9001:2008-Quality Management Systems-Requirements (QAC C)
- D6010C (2007-11-30) Palletization
- D9002C (2007-11-30) Incomplete Assemblies

**13. Preparation for Delivery**

The Contractor must prepare all items for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification D-LM-008-036/SF-000, Department of National Defence Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must package all items in quantities of one (1) per package.

**14. Existing Technical Publications - Translation**

The Contractor grants to Canada a non-exclusive, perpetual, irrevocable and royalty-free license to translate and reproduce for government use all or any part of the technical publications supplied with the equipment delivered under the Contract. Copyright in the translation made by Canada or by independent contractors engaged by Canada will belong to Canada.

**15. North Atlantic Treaty Organization Codification - Data Requirements**

1. The Contractor must provide the Department of National Defence (DND), which is the National Codification Bureau (NCB) for Canada, sufficient technical data to permit the

---

Director, Supply Chain Operations (DSCO) to classify, codify and describe new items being introduced into the Canadian Government Cataloguing System.

2. Technical data for each item may include the manufacturer's engineering drawing (minimum level 2), standard, specification and/or data specification sheet (brochure). Regardless of which of these formats is provided, the data must clearly provide the following, as applicable:

- a. the name and address of the true manufacturer, or Design Control Authority;
- b. the manufacturer's unique part number;
- c. the physical characteristics (material, dimensions, tolerances);
- d. performance data (i.e. functional and operating requirements such as speed, load);
- e. electrical and/or electronic characteristics;
- f. mounting requirements;
- g. special features which contributed to the uniqueness of the item(s);
- h. the end item application; and, if applicable
- i. manufacturer's unique bar code number.

3. Technical descriptive data are not required for items that are identified in a Canadian or United States government specification or in a Military Standard which completely describes the item.

4. The Contractor is responsible for advising DND Technical Authority and the NCB (DSCO 5) of any proprietary data or restrictions imposed on the release of its technical data to government entities in Canada or abroad.

5. In the event of disputes regarding the acceptability of technical data submitted by the Contractor, the ruling of the NCB (DSCO) must prevail.

6. The Contractor is ultimately responsible, under the conditions of the Contract, for the provision of the technical data for all of the items identified in the Contract. The Contractor must include the terms of this clause in any subcontracts, to ensure the availability of the technical data to DND and the NCB (DSCO).

7. For end items procured by the Contractor from a subcontractor or supplier, the Contractor must provide the name of the actual manufacturer and their unique identifying part number along with all necessary technical documentation, and their bar code number if available.

8. The Contractor must submit all data to the DND Technical Authority at least sixty (60) days before delivery of the equipment. Items must not be released for shipment unless identified with a NATO Stock Number provided for in the Contract, or unless specifically authorized by the Contracting Authority.

9. The Contractor must contact the DSCO for any further clarification of the codification technical data requirements at:

National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A 0K2  
Attention: Director Supply Chain Operations (DSCO)

Solicitation No. - N° de l'invitation

W8484-137834/A

Amd. No. - N° de la modif.

File No. - N° du dossier

014bmW8484-137834

Buyer ID - Id de l'acheteur

014bm

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

W8484-137834

CCC No./N° CCC - FMS No/ N° VME

---

## **16. Consignee**

Delivery to be in accordance with Annex A, paragraph 7, Delivery Locations and Points of Contact.

### Annex B - Basis of Payment

The Contractor will be paid the following firm unit or lot prices, Delivered Duty Paid (DDP), in accordance with the Statement of Work, Article 7, Delivery Points, Incoterms 2000, in \_\_\_\_\_ funds. The Harmonized Sales Tax is extra, if applicable.

Item	Description	Qty	Price
1	Electronic Target System	4	
	<b>Must include the following:</b>		
	Target with LED-lighted front plate	30	
	High target holder	30	
	Monitors (minimum 15") including stands	30	
	5 metre target cables	3	
	2.5 metre target cables	30	
	Starting kit/power for 30 targets	1	
	Roll of paper targets (for air rifles)	150	
	Cardboard targets for zeroing, (for air rifles)	700	
	PC USB adaptor	1	
	Display software for viewers	5	
	Score keeping software	5	
	Pellet traps	30	
	Spare printed circuit (for targets)	1	
	Spare circuit board	1	
2	Operators manual, English	4	
3	Operators manual, French	4	
4	Training session in the following locations:		
	Shearwater, Nova Scotia	1	
	Borden, Ontario	1	
	Winnipeg, Manitoba	1	
	Victoria, BC	1	
5	Access to OEM website for the following:		
	Technical information		
	Frequently asked questions (FAQ's)		
	Contact technical representative		

**Total Price**