

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

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

1550 D'Estimauville Avenue  
1550, Avenue d'Estimauville  
Québec  
Québec  
G1J 0C7

FAX pour soumissions: (418) 648-2209

**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> Large Aperture Scintillometer	
<b>Solicitation No. - N° de l'invitation</b> W7701-145769/A	<b>Date</b> 2013-10-30
<b>Client Reference No. - N° de référence du client</b> W7701-145769	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$BAL-001-15685	
<b>File No. - N° de dossier</b> BAP-3-36191 (001)	<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 2013-12-12</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Normale du l'Est HNE
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Tremblay, Marial	<b>Buyer Id - Id de l'acheteur</b> bal001
<b>Telephone No. - N° de téléphone</b> (418) 677-4000 (4159)	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Defence R&D Canada - Valcartier (DRDC) R & D défense Canada - Valcartier (RDDC) Bâtiment / Building 53 2459, boulevard Pie-XI nord Québec (Québec) G3J 1X5	

**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  
BFC Bagotville, CP 380  
CFB Bagotville, PO Box 380  
Bâtiment 71, local 115  
Building 71, Room 115  
Alouette  
Québec  
G0V1A0

<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>

# LARGE APERTURE SCINTILLOMETER INCLUDING ASSOCIATED EQUIPMENT

## DEFENCE R&D CANADA (DRDC) - VALCARTIER

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirement**

There is no security requirement associated with the requirement.

### **1.2 Requirement**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### **1.3 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

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## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 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.

### **2.2 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.

Your proposal can be transmitted by fax to # 418-648-2209 or by mail to the following address:

→ Bid Receiving Unit  
Public Works and Government Services Canada (PWGSC)  
1550 D'Estimauville Avenue  
Quebec City, Quebec, Canada, G1J 0C7

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### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted to the Contracting Authority no later than ten (10) 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.

### **2.4 Applicable Laws**

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

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

### **3.1 Bid Preparation Instructions**

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

Section I : Technical Bid (1 hard copy)

Section II : Financial Bid (1 hard copy)

Section III : Certifications (1 hard copy)

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

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

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponding 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 are encouraged to:

- (1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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 the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

Exchange Rate Fluctuation

SACC Manual Clause C3010T (2013-04-25) Exchange Rate Fluctuation.

### **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 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.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified below. Bidders must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

<b>Mandatory Technical Criteria</b>	
(1)	<p>Although bidders must propose products meeting all technical specifications and components outlined in Annex "A"; at the bid closing date, bids will be evaluated on the following preselected technical specifications:</p> <ol style="list-style-type: none"> <li>1. Minimum path length: 100 m or less;</li> <li>2. Maximum path length: 3000 m or more;</li> <li>3. <math>C_n^2</math> range: <math>1 \times 10^{-16} \text{ m}^{-2/3}</math> or less to <math>1 \times 10^{-12} \text{ m}^{-2/3}</math> or more; and</li> <li>4. Operating temperature : from -20C or less to +50C or more.</li> </ol> <p>→ To explain and demonstrate how they propose to meet the requirements of this request, Bidders must submit with their bid, a copy of complete specifications and technical notes of the products offered. If the documents submitted with your bid (specifications and technical notes of the products offered) does not show that your products meet the preselected technical specifications, your bid will be declared non-responsive.</p>

<b>Mandatory Technical Criteria</b>	
	Canada will evaluate only the documentation provided with a bidder's bid. Canada <b>will not evaluate</b> information such as references to Web site addresses where additional information can be found, or technical manuals or brochures not submitted with the bid.
(2)	<p>Bidders must be able to deliver the goods within a maximum period of twelve (12) weeks after the award of Contract.</p> <p>Any bid stating a delivery period more than twelve (12) weeks after the award of Contract, will be declared non-responsive.</p> <p>➔ Although delivery is required within a maximum period of twelve (12) weeks after contract award, the best delivery can be offered after the award of the contract is: _____ weeks</p>

#### 4.1.2 Financial Evaluation

The total price of each bid will be established using the following criteria:

- (a) Bidders must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded. For evaluation purposes, bids received in a foreign currency will be converted to Canadian funds using the appropriate rate of exchange using the rate quoted by the Bank of Canada as being in effect on date of bid closing.
- (b) Bidders must submit their prices DDP destination; Delivered Duty Paid.

#### 4.2 Basis of Selection - Mandatory Technical Criteria

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 will be recommended for award of a contract.

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## **PART 5 - CERTIFICATIONS**

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

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify 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.

### **5.1 Mandatory Certifications Required Precedent to Contract Award**

#### **5.1.1 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.

#### **5.1.2 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.

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

Notice: Numbering will be revised at contract award

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

### **6.1 Security Requirement**

There is no security requirement associated with the requirement.

### **6.2 Requirement**

The Contractor must supply a large aperture scintillometer including associated equipment, in accordance with the requirement at Annex "A".

### **6.3 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.

#### **6.3.1 General Conditions**

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

#### **6.3.2 Supplemental General Conditions**

4001 (2013-01-28), Supplemental General Conditions - Hardware Purchase, Lease and Maintenance; and

4003 (2010-08-16), Supplemental General Conditions - Licensed Software.

### **6.4 Term of Contract**

#### **6.4.1 Delivery Period**

All the deliverables must be received within a period twelve (12) weeks after the contract is awarded.

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## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is Marial Tremblay

Supply Specialist

Telephone: (418) 677-4000, Ext.: 4159

E-mail address: marial.tremblay@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.

### 6.5.2 Technical Authority

The Technical Authority for DRDC is :

(to be completed at contract award by PWGSC)

Name:

Address:

Tel.:

Fax:

E-mail:

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 related to 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.

**6.5.3 Contractor's Representatives**

Name and telephone number of the person responsible for :

(a) Contract Manager:

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

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

Telephone No.: \_\_\_\_\_

Facsimile No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

(b) Delivery Follow up:

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

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

Telephone No.: \_\_\_\_\_

Facsimile No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**6.6 Payment**

**6.6.1 Basis of Payment - Firm Lot Prices**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm lot prices, as specified in Annex " B " for a cost of \$\_\_\_\_\_ (to be completed at contract award by PWGSC). Customs duties are included, and Applicable Taxes are extra.

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 Contracting Authority before their incorporation into the Work.

## 6.6.2 SACC Manual Clauses

Number	Date	Title
C2000C	2007-11-30	Taxes - Foreign-based Contractor
H1000C	2008-05-12	Single Payment

## 6.7 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:

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## 6.8 Certifications

### 6.8.1 Compliance

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.

## 6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Quebec.

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## 6.10 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;
- (b) Supplemental General Conditions
  - (i) 4001 (2013-01-28), Supplemental General Conditions - Hardware Purchase, Lease and Maintenance; and
  - (ii) 4003 (2010-08-16), Supplemental General Conditions - Licensed Software.
- (c) 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- (d) Annex "A" - Requirement
- (e) Annex "B" - Basis of Payment; and
- (f) the Contractor's bid dated \_\_\_\_\_, as amended \_\_\_\_\_ (to be completed at contract award by PWGSC).

## 6.11 Electrical Equipment

All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada. Shipping Instructions -

## 6.12 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered Delivered Duty Paid (DDP) DRDC, Quebec, Quebec, G3J 1X5, Canada, Incoterms 2000 for shipments from a commercial contractor.

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### 6.13 Intellectual Property Infringement and Royalties

1. The Contractor represents and warrants that, to the best of its knowledge, neither it nor Canada will infringe any third party's intellectual property rights in performing or using the Work, and that Canada will have no obligation to pay royalties of any kind to anyone in connection with the Work.
2. If anyone makes a claim against Canada or the Contractor concerning intellectual property infringement or royalties related to the Work, that Party agrees to notify the other Party in writing immediately. If anyone brings a claim against Canada, according to Department of Justice Act, R.S. 1985, c. J-2, the Attorney General of Canada must have the regulation and conduct of all litigation for or against Canada, but the Attorney General may request that the Contractor defend Canada against the claim. In either case, the Contractor agrees to participate fully in the defence and any settlement negotiations and to pay all costs, damages and legal costs incurred or payable as a result of the claim, including the amount of any settlement. Both Parties agree not to settle any claim unless the other Party first approves the settlement in writing.
3. The Contractor has no obligation regarding claims that were only made because:
  - (a) Canada modified the Work or part of the Work without the Contractor's consent or used the Work or part of the Work without following a requirement of the Contract; or
  - (b) Canada used the Work or part of the Work with a product that the Contractor did not supply under the Contract (unless that use is described in the Contract or the manufacturer's specifications); or
  - (c) the Contractor used equipment, drawings, specifications or other information supplied to the Contractor by Canada (or by someone authorized by Canada); or
  - (d) the Contractor used a specific item of equipment or software that it obtained because of specific instructions from the Contracting Authority; however, this exception only applies if the Contractor has included the following language in its own contract with the supplier of that equipment or software: "[Supplier name] acknowledges that the purchased items will be used by the Government of Canada. If a third party claims that equipment or software supplied under this contract infringes any intellectual property right, [supplier name], if requested to do so by either [Contractor name] or Canada, will defend both [Contractor name] and Canada against that claim at its own expense and will pay all costs, damages and legal fees payable as a result of that infringement." Obtaining this protection from the supplier is the Contractor's responsibility and, if the Contractor does not do so, it will be responsible to Canada for the claim.

- 
4. If anyone claims that, as a result of the Work, the Contractor or Canada is infringing its intellectual property rights, the Contractor must immediately do one of the following:
- (a) take whatever steps are necessary to allow Canada to continue to use the allegedly infringing part of the Work; or
  - (b) modify or replace the Work to avoid intellectual property infringement, while ensuring that the Work continues to meet all the requirements of the Contract; or
  - (c) take back the Work and refund any part of the Contract Price that Canada has already paid.

If the Contractor determines that none of these alternatives can reasonably be achieved, or if the Contractor fails to take any of these steps within a reasonable amount of time, Canada may choose either to require the Contractor to do (c), or to take whatever steps are necessary to acquire the rights to use the allegedly infringing part(s) of the Work itself, in which case the Contractor must reimburse Canada for all the costs it incurs to do so.

## ANNEX " A " - REQUIREMENT

### A.1 Description of the Requirement

Defence R&D Canada Valcartier is looking to make the acquisition of a large aperture scintillometer to provide accurate atmospheric turbulence measurement ( $C_n^2$ ). The  $C_n^2$  must be computed using measured meteorological parameters provided by a weather station. The system must be ready to operate, and includes all cables, power supplies, software, tripods, weather proof enclosures, and any hardware needed to assemble the system. No other equipment else than a computer and a compact weather station could be provided by Defence R&D Canada.

### A.2 Technical Specifications and Components Required

The specifications and components listed in the table below are, first and foremost, the minimum requirements and do not constitute an exhaustive list.

Any specifications and components required for operation of the equipment and not described in the table below (for example, any software required to operate the equipment) are an integral part of this annex and their cost is included in the firm lot price for the scintillometer.

Technical Specifications and Components Required	
.1	Minimum path length: 100 m or less;
.2	Maximum path length: 3000 m or more;
.3	$C_n^2$ range: $1 \times 10^{-16} \text{ m}^{-2/3}$ or less to $1 \times 10^{-12} \text{ m}^{-2/3}$ or more;
.4	Transmitter unit must be eye-safe;
.5	Meteorological parameters: Must accept meteorological data from a Vailasa WXT510 weather station. If an additional datalogger is required, the datalogger must be provided with the scintillometer;
.6	Automatic computation of the $C_n^2$ based on the measured meteorological parameters;
.7	Continuous logging of the meteorological parameters and $C_n^2$
.8	Communication with logging/data readout computer : Ethernet, USB, or RS-232;
.9	Provided software must run under Window 7, or Windows XP operating system;
.10	Operating temperature : from -20C or less to +50C or more.

### A.3 Deliverables

- (a) Scintillometer (transmitter and receiver units);
- (b) Associated Equipment:
  - (i) Datalogger (with waterproof housing) if required;
  - (ii) Cables, power supplies, tripods (for transmitter unit, and receiver unit), enclosures, and any hardware needed to assemble and operate the system;
  - (iii) Rugged transport cases;
  - (iv) Any software required to operate and configure the system;
  - (v) Any software required to readout the data and compute the  $C_n^2$ ; and
- (c) Documentation package containing:
  - (i) the scintillometer system specifications, and
  - (ii) a user manual.

## ANNEX " B " - BASIS OF PAYMENT

### B.1 Pricing

(a) Before submitting prices, please refer to clause **6.6 Payment**.

(b) Please complete the last column of the following table:

Item	Description	Quantity	Unit	Firm Lot Price
1	<b>Deliverables (scintillometer, associated equipment, and documentation package)*</b> <ul style="list-style-type: none"> <li>as per Annex "A".</li> </ul>	1	Lot	\$
2	<b>Delivery Charges - Delivery at Destination:</b> <ul style="list-style-type: none"> <li>goods delivered to DRDC Valcartier, Quebec, Quebec, Canada; according to clause 6.12.</li> </ul>	1	Lot	\$
Total Value of the Contract =				\$

\*Provide with your bid, details of deliverables offered:

- (1) brand name and model of the scintillometer;
- (2) list of associated equipment; and
- (3) list of the documentation.

## ANNEX " C " - PRESENTATION OF YOUR BID

Below is a checklist of the contents of your bid. This list is not an exhaustive list, it remains the Bidder's responsibility to prepare its bid in accordance with the instructions contained in the Request For Proposal (RFP) and provide a comprehensible and sufficiently detailed bid, including all requested pricing details, that will permit a complete evaluation in accordance with the criteria set out in the RFP.

Page 1	Bidders should include with their bid, <b>the first sheet</b> of this RFP properly completed and signed. Refer to 2003 Standard Instructions mentioned in clause <b>2.1 Standard Instructions, Clauses and Conditions</b> .
Page 5	Bidders must submit their bid only to the address indicated in clause <b>2.2 Submission of Bids</b> .
Pages 9 and 10	Bids of Bidders must meet the mandatory technical criteria described in clause <b>4.1.1.1 Mandatory Technical Criteria</b> .
Page 11	Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Refer to clause <b>5.1.1 Code of Conduct and Certifications - Related documentation</b> .
Page 12	Bidders should submit with their bid, clause <b>6.5.3 Contractor's Representatives</b> properly completed.
Page 21	Bidders must include with their bid, <b>Annex "B" - Basis of Payment</b> duly completed.