

**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> LASER SCANNER SYSTEM	
<b>Solicitation No. - N° de l'invitation</b> W8486-140526/A	<b>Date</b> 2013-12-19
<b>Client Reference No. - N° de référence du client</b> W8486-140526	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$PV-938-64252	
<b>File No. - N° de dossier</b> pv938.W8486-140526	<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 2014-01-29</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<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> Roy, Paul	<b>Buyer Id - Id de l'acheteur</b> pv938
<b>Telephone No. - N° de téléphone</b> (819) 956-6919 ( )	<b>FAX No. - N° de FAX</b> (819) 956-3814
<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**  
Scientific, Medical and Photographic Division / Division de l'équipement scientifique, des produits photographiques et pharmaceutiques  
11 Laurier St./ 11 rue, Laurier  
6B1, 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>



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - 1	DEPARTMENT OF NATIONAL DEFENCE C/O QETE WAREHOUSE 819-997-1706 45 SACRE-COEUR BLVD. RAMP 8, ROOM C-1113 GATINEAU QC J8X 1C6 CANADA	W8486	DEPARTMENT OF NATIONAL DEFENCE 101 COLONEL BY DR. ATTN: S. MULONGOY DLP 4-4-1-3 OTTAWA Ontario K1A0K2 Canada



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	SYS-H3D-EXA1 LASER SCANNER SYSTEM HANDHELD SELF-POSITIONING LASER SCANNER SYSTEM. INCLUDES LASER UNIT, VXELEMENTS SOFTWARE. ERGONOMIC SUPPORT. CARRYING CASE, 2.75 METERS FIREWIRE CABLE. CONNECTING CABLES, CONNECTING CARD, CALIBRATION PLATE. 2,500 REFLECTIVE TARGETS. YEAR WARRANTY, PARTS AND LABOR.	D - 1	W8486	2	SU	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein	
2	ACC-CRE-LCEU LAPTOP COMPUTER-16GB WINDOW LAPTOP COMPUTER 16GB WINDOWS @ SEVEN PRO 65BITS	D - 1	W8486	2	SU	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein	
3	SER-CRE-TRM 2 DAY EXASCAN ONSITE T RAINING 20 DAYS EXASCAN ONSITE TRAINING FOR UP TO 3 PEOPLE.	D - 1	W8486	2	SU	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein	
4	TRA-CRE-TRAVEL 1 TRAVEL EXPENSES	D - 1	W8486	2	SU	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein	
5	ACC-H3D-FPKWL HANDYSCAN 3D FIELD P ACK- HANDYSCAN 3D FIELD PACK WITHOUT LAPTOP	D - 1	W8486	2	SU	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein	
6	OTH-H3D SHQO SHIPPING EXASCAN	D - 1	W8486	2	SU	\$	XXXXXXXXXXXX	XXXXXXXXXXXX	See Herein	

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with the requirement.

### 2. Requirement

The Department of National Defence (DND) has a requirement for a Laser Scanner System in support of Quality Engineering Test Establishment (QETE) metrological capabilities within and beyond the laboratory for measurements and to perform departmental client investigations and projects. In accordance with the mandatory specifications detailed in Annex A Requirements.

### 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.

### 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 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.

#### 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 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 ( two (2) hard copies), consisting of technical brochures/literature to verify compliancy and test data, if applicable.**

**Section II: Financial Bid ( one (1) hard copy)**

**Section III: Certifications (one (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 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 color 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.

## 1.1 Delivery

Delivery is required by March 31, 2014 and must be included in the price

Although it is expected that the equipment be delivered within this time frame, the earliest date that can be achieved is : \_\_\_\_\_ (State your best delivery possible)

## 1.2 Contacts

Bidders are requested to provide the following: Information pertaining to Article 5.3 Contractor Representatives under Part 6, Resulting Contract Clauses

## 1.3 Training

The Bidder must supply a minimum of 2 days onsite training in the use of the Laser Scanner and associated software.

## 1.4 Documentation

All publications/manuals must be provided in English and cover calibration, operation and maintenance.

## Section II: Financial Bid

The bidder must quote a firm price all inclusive Delivery Duty Paid (DDP), Ottawa, Ontario, Incoterms 2000, the Goods and Services Tax (GST) and/or the Harmonized Sales Tax (HST) extra, as applicable. Freight charges to destination and all applicable Customs duties and Excise taxes must be included.

## 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

All proposals submitted shall be completed in full and provide all of the information requested in the Request for Proposal (RFP) detailed in the line item details to enable a full and complete evaluation. If the requirement is not addressed in the bidder's proposal, the proposal will be considered incomplete or non-responsive and will be rejected. The onus is on the bidder to provide all the information necessary to ensure a complete and accurate assessment.

## Factors for Evaluation

1. **PRICING BASIS (MANDATORY):** Prices must be firm, DDP Delivered Duty Paid.
2. **ABILITY TO MEET THE TECHNICAL REQUIREMENT (MANDATORY):**
  - a) **For Items Defined by Specifications:**

The bidder must cross reference the mandatory technical criteria contained herein to their supporting technical documentation.
  - b) **Provision of Supporting Technical Documentation:**

Supporting technical documentation must be provided with the bid at time of bid closing. Technical brochures or technical data **MUST** be provided to verify compliancy to the technical mandatory specifications.
3. **COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL (MANDATORY)**
4. **FOR CANADIAN SUPPLIERS ONLY:** Please note that the requirements of the Federal Contractors Program for Employment Equity may apply - see herein. (MANDATORY if applicable)

## 1.2 Financial evaluation

### SACC Manual Clauses

A0220T      Evaluation of Price      2010-01-11

## 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 including the optional requirement will be recommended for award of a contract.

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## PART 5 - CERTIFICATIONS

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

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

### 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\\_equality/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equality/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.

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

### 1. Security Requirement

There is no security requirement applicable to this Contract.

### 2. Requirement

The Department of National Defence (DND) has a requirement for a Laser Scanner System in support of Quality Engineering Test Establishment (QETE) metrological capabilities within and beyond the laboratory to measurements and to perform departmental client investigations and projects. In accordance with the mandatory specifications detailed in Annex A Requirements.

### 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.

### 4. Term of Contract

#### 4.1 Delivery Date

All the deliverables must be received on or before (***to be filled in only at contract award***).

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Paul Roy  
Public Works and Government Services Canada  
Acquisitions Branch  
Commercial Consumer Products Directorate  
11 Laurier Street, 6A2, Phase III  
Place du Portage, Gatineau, Quebec, K1A 0S5  
Telephone: (819) 956-6919  
Facsimile: (819) 956-3814  
E-mail address: paul.roy@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

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in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

## 5.2 Technical Authority (*to be filled in only at 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 Contractor's Representative (*to be filled in by the Bidder*)

The telephone number of the person responsible for :

### General enquiries

### Delivery Follow-up

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

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

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

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

E-mail address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

## 6. Payment

### 6.1 Basis of Payment - Firm Price

1. In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor shall be paid a firm price of \$ to be filled in at contract award, Goods and Services Tax or Harmonize Sales Tax extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Specifications, will be authorized or paid to the Contractor unless such design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority prior to their incorporation in the Work.

### 6.2 SACC Manual Clauses

H1000C      Single Payments      (2008-05-12)

## 7. Invoicing Instructions

The Contractor must submit invoices in accordance with the information required in section 10 of 2010A General Conditions - Goods (Medium Complexity).

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Original copy to consignee with one copy to the **Contracting Authority**.

## **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 the province of Ontario.

## **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) 2010A (2013-04-25) General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) the Contractor's bid dated (insert date of bid) \_\_\_\_\_

**Annex A  
Requirement for a  
Laser Scanner System**

**The Laser Scanner System must meet the following specifications:**

1. Hand held

**Reference in Bid:** \_\_\_\_\_

2. Weight: < 3lb.

**Reference in Bid:** \_\_\_\_\_

3. Measurement rate: minimum 25,000 points/sec.

**Reference in Bid:** \_\_\_\_\_

4. Minimum resolution: 0.050mm

**Reference in Bid:** \_\_\_\_\_

5. Accuracy: up to 0.040mm

**Reference in Bid:** \_\_\_\_\_

6. Stand-off distance:  $\geq$  300mm

**Reference in Bid:** \_\_\_\_\_

7. Depth of field: 300mm

**Reference in Bid:** \_\_\_\_\_

8. Transport case

**Reference in Bid:** \_\_\_\_\_

9. All required accessories including minimum 2000 targets (if required)

**Reference in Bid:** \_\_\_\_\_

10. Battery pack for field operations

**Reference in Bid:** \_\_\_\_\_

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**Softwares and station must have the following:**

1. Portable station compatible with softwares such as Polyworks which demand fast video and processing capability, and memory.

**Reference in Bid:** \_\_\_\_\_

2. Capable of exporting in .ply, .stl, and .txt formats

**Reference in Bid:** \_\_\_\_\_

3. Must be capable of data acquisition using current in-house software: Polyworks

**Reference in Bid:** \_\_\_\_\_

**Certification**

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.