

**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> HARDRIVES AND MONITORS	
<b>Solicitation No. - N° de l'invitation</b> W8474-146815/A	<b>Date</b> 2014-02-06
<b>Client Reference No. - N° de référence du client</b> W8474-146815	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$QE-450-24306	
<b>File No. - N° de dossier</b> 450qe.W8474-146815	<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 2014-02-24</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> Guilderson, Greg	<b>Buyer Id - Id de l'acheteur</b> 450qe
<b>Telephone No. - N° de téléphone</b> (819) 956-0564 ( )	<b>FAX No. - N° de FAX</b> (819) 956-0740
<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**  
Security and Information Operations Division/Division de la  
sécurité et des opérations d'information  
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>

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## PART 1 - GENERAL INFORMATION

### 1. Security Requirement

There is no security requirement associated with this bid solicitation.

### 2. Deliverables

As per Annex A

### 3. No Substitute

Bidders must provide products that are of the same description, brand name, model and/or part number as detailed in the item description of the bid solicitation. Bidders are advised that substitute products will not be considered.

### 4. Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 5 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 (2003-06-01) 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 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 ( 1 hard copy and/or CD copy)
- Section II: Financial Bid (1 hard copy and/or CD copy)
- Section III: Certifications (1 hard copy and/or CD copy)
- Section IV: Additional Information (1 hard copy and/or CD 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) (<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.

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**Section II: Financial Bid**

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

**1.1 Exchange Rate Fluctuation**

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

**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**

Bidders must provide goods and services described at Annex A.

**1.2 Financial Evaluation - Annex B**

- 1. The price of the bid will be evaluated as follows:
  - a. Canadian-based bidders must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded
  - b. foreign-based bidders must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based bidders.
- 2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

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3. Although Canada reserves the right to award the Contract either on an FOB plant or FOB destination, Canada requests that bidders provide prices FOB destination. Bids will be assessed on an FOB destination basis.

For the purpose of the bid solicitation, bidders with an address in Canada are considered Canadian-based bidders and bidders with an address outside of Canada are considered foreign-based bidders.

## 2. Basis of Selection

A bid must comply with the requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest aggregate evaluated price (Annex B) will be recommended for award of a contract.

Only one award will be issued.

## 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.

**<http://https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/16>**

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## PART 6 - RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement associated with this bid solicitation.

### 2. Mandatory Deliverables

As per Annex A

#### 2.11 Option Goods and/or Services

As per Annex A

The Contractor grants to Canada the irrevocable option to acquire up to the goods, services or both described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option on or before 31 March 2015 by sending a written notice to the Contractor.

Shipping charges shall be based on actual quantities shipped.

### 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 Conditions

4001 (2013-01-28) Hardware Purchase, Lease and Maintenance apply to and form part of the contract.

### 4. Term of Contract

#### 4.1 Delivery Date - Mandatory deliverables

All mandatory deliverables and work is requested on or before March 31st, 2014 or \_\_\_TBD\_\_\_ weeks ARO.

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## 4.2 Delivery Date - Optional deliverables

All optional deliverables is requested 8 weeks ARO.

## 5. Authorities

### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Greg Guilderson  
Public Works and Government Services Canada (PWGSC)  
Defence and Major Projects Sector (DMPS)  
11 Laurier Street, Place du Portage, Phase III, 8C2-106  
Gatineau, QC, K1A 0S5  
Ph: 819-956-0564  
Fax: 819-956-0740  
greg.guilderson@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.

### 5.2 Project Authority

TBD

The Project 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 Project Authority, however the Project 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. Payment

### 6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit prices as specified in Annex A - Mandatory deliverables for a cost of \$ TBD . Customs duties are included and Applicable Taxes are extra (if applicable).

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.

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## 6.2 Multiple Payments

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

- 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;
- all such documents have been verified by Canada;
- the Work delivered has been accepted by Canada.

## 7. Invoicing Instructions

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.

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

Department of National Defence  
101 Colonel By Dr  
Ottawa, ON  
K1A 0K2  
Attn: Caroline Avon DES Proc 4-4-3

## 8. 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*.

## 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.

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## 9. Applicable Laws

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

## 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) the general conditions, 2010A (2013-04-25), General Conditions - Goods (Medium Complexity);
- (c) supplemental conditions, 4001 (2013-01-28) Hardware Purchase, Lease and Maintenance;
- (d) Annex A, Basis of Payment/Deliverables;
- (e) the Contractor's bid, dated TBD.

## 11. Inspection Authority

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment

## 12. Condition of Material - Department of National Defence

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

## ANNEX A DELIVERABLES/BASIS OF PAYMENT

### Mandatory deliverables:

Item	Subscription / Description	Part #	Qty	Unit Price	Total
1	IdealStor Teralyte 2000 USB3	TLYTE-2SA	5		
2	Idealstor 4TB SATA 3 Drive with Removable Disk Caddy	SA-4000	15		
3	OCZ Technology - Vertex 450 2.5 SATA3 512GB 7mm	VTX450-25S AT3-512G	8		
4	NETGEAR ProSafe FS108P 8 Port 10/100 Desktop Switch with 4 Port PoE Switch - 8 x 10/100 - desktop - PoE	FS108PNA	5		
5	LaCie d2 Hard drive - 4 TB - external ( desktop ) - USB 3.0 / Thunderbolt - 7200 rpm	9000303	5		
6	ViewSonic VG2239m-LED LED monitor - 22" - 1920 x 1080 FullHD - 250 cd/m2 - 1000:1 - 20000000:1 (dynamic) - 2 ms - DVI-D, VGA, DisplayPort - speakers - black	VG2239m-LED	10		
7	Shipping	N/A	LOT	N/A	

**Total A \$** \_\_\_\_\_

### Optional Deliverables: (unfunded)

Item	Subscription / Description	Part #	Qty	Unit Price	Total
1	IdealStor Teralyte 2000 USB3	TLYTE-2SA	5		
2	Idealstor 4TB SATA 3 Drive with Removable Disk Caddy	SA-4000	15		
3	OCZ Technology - Vertex 450 2.5 SATA3 512GB 7mm	VTX450-25S AT3-512G	8		
4	NETGEAR ProSafe FS108P 8 Port 10/100 Desktop Switch with 4 Port PoE Switch - 8 x 10/100 - desktop - PoE	FS108PNA	5		
5	LaCie d2 Hard drive - 4 TB - external ( desktop ) - USB 3.0 / Thunderbolt - 7200 rpm	9000303	5		
6	ViewSonic VG2239m-LED LED monitor - 22" - 1920 x 1080 FullHD - 250 cd/m2 - 1000:1 - 20000000:1 (dynamic) - 2 ms - DVI-D, VGA, DisplayPort - speakers - black	VG2239m-LED	10		
7	Shipping	N/A	LOT	N/A	

**Total B \$** \_\_\_\_\_

Solicitation No. - N° de l'invitation

W8474-146815/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

450qe

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

W8474-146815

File No. - N° du dossier

450qeW8474-146815

CCC No./N° CCC - FMS No/ N° VME

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**ANNEX B  
FINANCIAL EVALUATION**

**Total aggregate: A + B \$ \_\_\_\_\_ (indicate currency type)  
FOB Destination**

**\* GST/HST extra**

**\*\* any enviromental/disposal fees must be included in firm unit prices (if applicable).**

**Delivery:**

**Although 31 March 2014 is requested, please indicate best delivery times: \_\_\_\_\_  
Weeks ARO.**

Bidders must provide products that are of the same description, brand name, model and/or part number as detailed in the item description. Bidders are advised that substitute products will not be considered.

**Delivery point:**

DND Supply Section  
76 Comm Sqn Whse  
Room C0115 45 Boul Sacre-coeur, Ramp 7  
Gatineau, QC CANADA  
J8X 1C5