

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
**1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Bid Fax: (902) 496-5016**

## **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> Video Tracking System for Zebrafish	
<b>Solicitation No. - N° de l'invitation</b> 31029-141625/A	<b>Date</b> 2014-12-22
<b>Client Reference No. - N° de référence du client</b> 31029-141625	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-218-9419	
<b>File No. - N° de dossier</b> HAL-4-73171 (218)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-03</b>	<b>Time Zone Fuseau horaire</b> Atlantic Standard Time AST
<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> Figueredo, Laila	<b>Buyer Id - Id de l'acheteur</b> hal218
<b>Telephone No. - N° de téléphone</b> (902) 496-5353 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b> NATIONAL RESEARCH COUNCIL CANADA 1411 OXFORD STREET HALIFAX NOVA SCOTIA B3H3Z1 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9  
Nova Scot

<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 (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>

Solicitation No. - N° de l'invitation

31029-141625/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal218

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

31029-141625

File No. - N° du dossier

HAL-4-73171

CCC No./N° CCC - FMS No/ N° VME

---

THIS PAGE LEFT INTENTIONALLY BLANK.

---

## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>2</b>
1.1 REQUIREMENT .....	2
1.2 DEBRIEFINGS .....	2
1.3 TRADE AGREEMENTS .....	2
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>2</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	2
2.2 SUBMISSION OF BIDS .....	2
2.3 ENQUIRIES - BID SOLICITATION .....	2
2.4 APPLICABLE LAWS .....	3
<b>PART 3 - BID PREPARATION INSTRUCTIONS .....</b>	<b>3</b>
3.1 BID PREPARATION INSTRUCTIONS .....	3
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>4</b>
4.1 EVALUATION PROCEDURES .....	4
4.2 BASIS OF SELECTION .....	5
<b>PART 5 - CERTIFICATIONS .....</b>	<b>5</b>
5.1 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD .....	5
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>6</b>
6.1 SECURITY REQUIREMENTS .....	6
6.2 REQUIREMENT .....	6
6.3 STANDARD CLAUSES AND CONDITIONS .....	6
6.4 TERM OF CONTRACT .....	6
6.5 AUTHORITIES .....	7
6.6 PAYMENT .....	8
6.7 INVOICING INSTRUCTIONS .....	8
6.8 CERTIFICATIONS .....	8
6.9 APPLICABLE LAWS .....	9
6.10 PRIORITY OF DOCUMENTS .....	9
6.11 SACC MANUAL CLAUSES .....	9
<b>ANNEX "A" .....</b>	<b>10</b>
REQUIREMENT .....	10
<b>ANNEX "B" .....</b>	<b>12</b>
BASIS OF PAYMENT .....	12
<b>ANNEX "C" .....</b>	<b>14</b>
MANDATORY TECHNICAL EVALUATION CRITERIA .....	14
<b>ANNEX "D" .....</b>	<b>16</b>
INTEGRITY PROVISIONS – ASSOCIATED INFORMATION .....	16

---

## PART 1 - GENERAL INFORMATION

### 1.1 Requirement

The Requirement is detailed under Annex A – Requirement.

### 1.2 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 from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### 1.3 Trade Agreements

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT), the North American Free Trade Agreement (NAFTA), Canada Free Trade Agreement with Peru, Canada Free Trade Agreement with Colombia, and Canada Free Trade Agreement with Panama.

## 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 (2014-09-25) 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.

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

### 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is

eliminated, and the enquiry can be answered 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 Nova Scotia.

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 – two (2) hard copies

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

Section III: Certifications – one (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 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.

---

## **Section II: Financial Bid**

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

### **3.1.1 Exchange Rate Fluctuation**

C3011T (2013-11-06), 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**

1. The Bidder must submit specifications, published documentation, and descriptive literature for the video tracking system for zebrafish being offered in their proposal. Details stated in your specifications, published documentation, and descriptive literature will be compared and must meet the requirements specified in Annex C, Mandatory Technical Evaluation Criteria.

Bidders should submit with the bid, technical documentation such as specification sheets, technical brochures and photographs or illustrations to demonstrate compliance to the mandatory criterion listed in Annex C – Mandatory Technical Evaluation Criteria. If specific published technical documentation is not available or does not specifically address each criteria, the Bidder should provide a written narrative or manufacturer's verification explaining how the offered product meets or exceeds the technical requirements in Annex C, Mandatory Technical Evaluation Criteria.

It is incumbent upon the Bidder to submit a complete proposal showing that their items will meet or exceed the technical descriptions described in this solicitation. Failure to submit sufficient information to allow for a full evaluation will result in the proposal being declared non-responsive.

2. Bidders to identify the cross reference page / paragraph in their proposal which demonstrates that they meet each of the specified mandatory criteria on the line provided after each mandatory technical criteria in Annex C, Mandatory Technical Evaluation Criteria.

#### **4.1.2 Financial Evaluation**

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

## 4.2 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 will be recommended for award of a contract.

## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated information 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 in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, 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 and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Precedent to Contract Award

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

#### 5.1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions [2003](#). The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

Bidders to complete Annex D – Integrity Provisions – Associated Information.

#### 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 [Employment and Social Development Canada \(ESDC\) - 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.

---

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

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

### **6.1 Security Requirements**

There is no security requirement applicable to this Contract.

### **6.2 Requirement**

The Contractor must supply, deliver, and install one (1) video tracking system for zebrafish and provide on-site training and after sales technical support in accordance with the Requirement at Annex "A" and the Contractor's technical bid dated \_\_\_\_\_ *(to be completed upon Contract award)*

### **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) (<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 (2014-11-27), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

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

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

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

4004 (2013-04-25) Maintenance and Support Services for Licensed Software, apply to and form part of the Contract.

2030 - Article 27 (2008-05-12) Intellectual Property Infringement and Royalties, apply to and form part of the Contract.

### **6.4 Term of Contract**

#### **6.4.1 Period of the Contract**

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

#### **6.4.2 Delivery Date**

All the initial deliverables are requested to be received on or before 31 March 2015.

#### **6.4.3 Option Goods and / or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex B 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 at any time before 30 September 2015 by sending a written notice to the Contractor.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Laila Figueredo  
Supply Specialist

Public Works and Government Services Canada  
Acquisitions Branch - Atlantic Region  
1713 Bedford Row  
Halifax, Nova Scotia  
B3J 3C9

Telephone: (902) 496-5353  
Facsimile: (902) 496-5016  
E-mail address: laila.figueredo@pwgsc-tpsgc.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 Project Authority

The Project Authority for the Contract is: *(to be provided upon Contract award)*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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.

### 6.5.3 Contractor's Representative

The Contractor's Representative for the Contract is: *(Bidder to complete)*

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

Solicitation No. - N° de l'invitation  
31029-141625/A  
Client Ref. No. - N° de réf. du client  
31029-141625

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-4-73171

Buyer ID - Id de l'acheteur  
hal218  
CCC No./N° CCC - FMS No./N° VME

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

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## **6.6 Payment**

### **6.6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price, as specified in Annex B for a cost of \$ \_\_\_\_\_ (to be completed upon contract award). 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 Limitation of Price**

SACC Manual clause C6000C (2011-05-16) Limitation of Price

### **6.6.3 Method of Payment**

SACC Manual Clause H1001C (2008-05-12) Multiple Payments

### **6.6.4 SACC Manual Clauses**

C2000C (2007-11-30) Taxes - Foreign-based Contractor  
C2002C (2010-01-11) Duties and Taxes - Foreign-based Contractor - State of California

## **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:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
  - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## **6.8 Certifications**

### **6.8.1 Compliance**

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject

to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, 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.

## **6.9 Applicable Laws**

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

## **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) the supplemental general conditions; 4001 (2013-01-28) Hardware Purchase, Lease and Maintenance;
- (c) the supplemental general conditions; 4003 (2010-08-16) Licensed Software;
- (d) the supplemental general conditions; 4004 (2013-04-25) Maintenance and Support Services for Licensed Software
- (e) the supplemental general conditions; 2030 - Article 27 (2008-05-12) Intellectual Property Infringement and Royalties
- (f) the general conditions; 2010A (2014-11-27) General Conditions - Goods (Medium Complexity);
- (g) Annex A, Requirement;
- (h) Annex B, Basis of Payment;
- (i) Annex C, Mandatory Technical Evaluation Criteria
- (j) the Contractor's bid dated \_\_\_\_\_ (*to be completed upon Contract award*).

## **6.11 SACC Manual Clauses**

A9068C (2010-01-11) Government Site Regulations  
B1501C (2006-06-16) Electrical Equipment  
B7500C (2006-06-16) Excess Goods  
G1005C (2008-05-12) Insurance

---

## ANNEX "A"

### REQUIREMENT

National Research Council Canada requires the supply, delivery, and installation of a Zebrafish (*Danio rerio*) Video Tracking System at their location in Halifax, NS, including on-site training and after-sales technical support.

- 1) Overview of system
  - a. The system(s) must be able to capable of high-throughput tracking of zebrafish (*Danio rerio*) embryos and larvae in a multi-well plate format.
- 2) Workstation
  - a. must be networkable and equipped with Windows 7 Professional
  - b. must be at least i7 or equivalent Quad Core processor
  - c. must have at least a 2GB video card (2DP & 1DVI-I) (2DP-DVI & 1DVI-VGA adapter)
  - d. must have at least 8GB (4x2GB) 1600MHz memory
  - e. must have 1TB hard drive
  - f. must have 8x DVD+/-RW drive
  - g. must have a at least a 24" widescreen monitor
  - h. must have an integrated network card, integrated sound and speaker, USB keyboard, optical mouse
  - i. must have a 3Yr ProSupport Service with NBD onsite service after remote diagnosis
- 3) Observation Chamber
  - a. must have an infrared (IR) backlit basin that can fit any standard 96, 48, 48, 24, 12 and 6 multi-well plate and petri dish (at least 60 x 15 mm in size)
  - b. must have a white light backlight that is controlled by the tracking software
  - c. white backlight must have an intensity range from 0 to 5000 Lux
  - d. must be equipped with a high quality IR-sensitive digital camera capable of capturing high frame rates up to 60fps
  - e. must be designed to ensure a distortion free image in all wells of a multi-well plate
  - f. must be equipped with a tunable temperature control unit (cool and heat) that will ensure a consistent and stable temperature range between 20 and 36°C in the basin (test plate)
- 4) Tracking Software
  - a. methods of tracking must include center of gravity tracking (changes in x,y coordinates) and activity detection tracking (% pixel change in a defined area).
  - b. must be able to track and record video at the same time.
  - c. must be able to create a light / dark gradient
  - d. time and gradient must be controlled through the software interphase
- 5) Analysis Software
  - a. must have built in batch analysis for different parameters including but not limited to: velocity, distance moved, time spent in zones (inner/outer), time spent in different activity states (inactive, intermediate or highly active), rotations, convulsions, average velocity, and activity.
  - b. must be able to control what defines inactive, intermediate and highly active states
  - c. must have built in batch acquisition for video tracks based on defined parameters
  - d. must come with at least three additional data analysis licenses to permit working offline on computers separate from the video tracking computer
  - e. must have the ability to create graphical readouts and tables as raw and statistical data for evaluation and export for further analysis

- 6) Warrantee
  - a. Must have at least a 1 year warrantee including the workstation
- 7) Miscellaneous Specifications
  - a. must have professional technical support via phone, Skype, or e-mail
  - b. software and operation manuals must be made available in English and must be available as a hard copy or digital format
- 8) Delivery Time
  - a. As soon as possible but desirable be in place and functional within the National Research Council Canada, Halifax, NS location by March 31, 2015
- 9) On-site training for a minimum of one (1) day.

## ANNEX "B"

### BASIS OF PAYMENT

The firm lot price must be an all inclusive price in **Canadian funds**, including Canadian custom duties, excise taxes, F.O.B. Destination, and including all delivery charges to National Research Council Canada, Halifax, NS, excluding all applicable taxes.

#### Bidder to complete:

Table 1: Initial Deliverables

Item No.	Description	Quantity	Firm Lot Price
1	<p>For the supply, delivery, and installation of a complete and fully functional Video Tracking System for Zebrafish and integrated components in accordance with the specifications detailed in Annex A, including 12 month warranty, and after sales technical support and any other items or service required to complete the system as specified in Annex A.</p> <p><b>Note to Bidder:</b> Bidders must include any components, peripherals, supplies or documentation necessary to comply with the Requirement and to operate the system on arrival at National Research Council Canada's site in Halifax, NS in the all inclusive Firm Lot Price.</p> <p>Bidder to specify make and model being offered:</p> <p><b>Manufacturer:</b> _____</p> <p><b>Make and Model:</b> _____</p>	1	\$ _____
2	On-site training at National Research Council Canada's site in Halifax, NS.	1 day	\$ _____
		<b>TOTAL (excluding applicable taxes)</b>	\$ _____

#### Delivery

While delivery is requested as soon as possible prior to March 31, 2015, the best delivery that could be offered is \_\_\_\_\_ days after Contract award. (**Bidder to complete**)

Solicitation No. - N° de l'invitation  
31029-141625/A  
Client Ref. No. - N° de réf. du client  
31029-141625

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-4-73171

Buyer ID - Id de l'acheteur  
hal218  
CCC No./N° CCC - FMS No./N° VME

**Table 2: Optional Deliverables *(to be completed upon Contract award)***

Item No.	Description	Quantity
1	For the supply, delivery, and installation of a complete and fully functional Video Tracking System for Zebrafish and integrated components in accordance with the specifications detailed in Annex A, including 12 month warranty, and after sales technical support and any other items or service required to complete the system as specified in Annex A.	1
2	On-site training at National Research Council Canada's site in Halifax, NS.	1 day

---

**ANNEX "C"**

**MANDATORY TECHNICAL EVALUATION CRITERIA**

Bidder's Instructions:

1. The Bidder must submit specifications, published documentation, and descriptive literature for the video tracking system for zebrafish being offered in their proposal. Details stated in your specifications, published documentation, and descriptive literature will be compared and must meet the requirements specified below.

If specific published technical documentation is not available or does not specifically address each criteria, the Bidder should provide a written narrative or manufacturer's verification explaining how the offered product meets or exceeds the technical requirements below.

It is incumbent upon the Bidder to submit a complete proposal showing that their items will meet or exceed the technical descriptions described in this solicitation. Failure to submit sufficient information to allow for a full evaluation will result in the proposal being declared non-responsive.

2. Bidders to identify the cross reference page / paragraph in their proposal which demonstrates that they meet each of the specified mandatory criteria on the line provided after each mandatory technical criteria.

The video tracking system for zebrafish proposed by the Bidder must meet the following mandatory requirements:

- 1) Overview of system
  - a. The system(s) must be able to capable of high-throughput tracking of zebrafish (*Danio rerio*) embryos and larvae in a multi-well plate format. \_\_\_\_\_
- 2) Workstation
  - a. must be networkable and equipped with Windows 7 Professional \_\_\_\_\_
  - b. must be at least i7 or equivalent Quad Core processor \_\_\_\_\_
  - c. must have at least a 2GB video card (2DP & 1DVI-I) (2DP-DVI & 1DVI-VGA adapter) \_\_\_\_\_
  - d. must have at least 8GB (4x2GB) 1600MHz memory \_\_\_\_\_
  - e. must have 1TB hard drive \_\_\_\_\_
  - f. must have 8x DVD+/-RW drive \_\_\_\_\_
  - g. must have a at least a 24" widescreen monitor \_\_\_\_\_
  - h. must have an integrated network card, integrated sound and speaker, USB keyboard, optical mouse \_\_\_\_\_
  - i. must have a 3Yr ProSupport Service with NBD onsite service after remote diagnosis \_\_\_\_\_
- 3) Observation Chamber
  - a. must have an infrared (IR) backlit basin that can fit any standard 96, 48, 48, 24, 12 and 6 multi-well plate and petri dish (at least 60 x 15 mm in size) \_\_\_\_\_
  - b. must have a white light backlight that is controlled by the tracking software \_\_\_\_\_
  - c. white backlight must have an intensity range from 0 to 5000 Lux \_\_\_\_\_
  - d. must be equipped with a high quality IR-sensitive digital camera capable of capturing high frame rates up to 60fps \_\_\_\_\_



- 
- e. must be designed to ensure a distortion free image in all wells of a multi-well plate
  - f. must be equipped with a tunable temperature control unit (cool and heat) that will ensure a consistent and stable temperature range between 20 and 36°C in the basin (test plate)
- 
- 4) Tracking Software
- a. methods of tracking must include center of gravity tracking (changes in x,y coordinates) and activity detection tracking (% pixel change in a defined area) \_\_\_\_\_
  - b. must be able to track and record video at the same time \_\_\_\_\_
  - c. must be able to create a light / dark gradient \_\_\_\_\_
  - d. time and gradient must be controlled through the software interphase \_\_\_\_\_
- 5) Analysis Software
- a. must have built in batch analysis for different parameters including but not limited to: velocity, distance moved, time spent in zones (inner/outer), time spent in different activity states (inactive, intermediate or highly active), rotations, convulsions, average velocity, and activity \_\_\_\_\_
  - b. must be able to control what defines inactive, intermediate and highly active states \_\_\_\_\_
  - c. must have built in batch acquisition for video tracks based on defined parameters \_\_\_\_\_
  - d. must come with at least three additional data analysis licenses to permit working offline on computers separate from the video tracking computer \_\_\_\_\_
  - e. must have the ability to create graphical readouts and tables as raw and statistical data for evaluation and export for further analysis \_\_\_\_\_
- 6) Warrantee
- a. Must have at least a 1 year warrantee including the workstation \_\_\_\_\_
- 7) Miscellaneous Specifications
- a. must have professional technical support via phone, Skype, or e-mail \_\_\_\_\_
  - b. software and operation manuals must be made available in English and must be available as a hard copy or digital format \_\_\_\_\_

Solicitation No. - N° de l'invitation  
31029-141625/A  
Client Ref. No. - N° de réf. du client  
31029-141625

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-4-73171

Buyer ID - Id de l'acheteur  
hal218  
CCC No./N° CCC - FMS No./N° VME

---

## ANNEX "D"

### INTEGRITY PROVISIONS – ASSOCIATED INFORMATION

Bidder must submit with their bid, by the bid solicitation closing date a complete list of names of all individuals who are currently directors of the Bidder or owners. **(Bidder to complete)**

Complete Legal Name of Supplier:

Supplier Address:

Supplier PBN:

Solicitation Number:

Contracting Officer Signature Block:

31029-141625

Laila Figueredo

Supply Specialist | Spécialiste en approvisionnement  
Public Works and Government Services Canada | Travaux  
publics et Services gouvernementaux Canada

1713 Bedford Row, Halifax, NS B3J 1T3

1713 Bedford Row, Halifax, N.É. B3J 1T3

Telephone | Téléphone: 902-496-5353

Facsimile | Télécopieur: 902-496-5016

Laila.Figueredo@pwgsc-tpsgc.gc.ca

Government of Canada | Gouvernement du Canada

List of Directors / Owners: Please provide a list of names of all individuals currently on the Board of Directors or the Owners of the above company. (Write given and surnames in block letters)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

(ADD LINES AS REQUIRED)