

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

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**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

Title - Sujet Statistical Downscaling	
Solicitation No. - N° de l'invitation KM040-141304/A	Date 2015-06-18
Client Reference No. - N° de référence du client KM040-141304	
GETS Reference No. - N° de référence de SEAG PW-\$TOR-015-6877	
File No. - N° de dossier TOR-4-37172 (015)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-07-29	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Abela, Aaron	Buyer Id - Id de l'acheteur tor015
Telephone No. - N° de téléphone (905) 615-2061 ()	FAX No. - N° de FAX (905) 615-2060
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF THE ENVIRONMENT 4905 Dufferin Street Downsview Ontario M3H5T4 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

Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

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

Solicitation No. - N° de l'invitation

KM040-141304/A

Amd. No. - N° de la modif.

File No. - N° du dossier

TOR-4-37172

Buyer ID - Id de l'acheteur

tor015

CCC No./N° CCC - FMS No/ N° VME

KM040-141304

SEE ATTACHED

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

Table of Contents

PART 1 - GENERAL INFORMATION	2
1.1 INTRODUCTION	2
1.2 SUMMARY	2
1.3 DEBRIEFINGS	3
PART 2 - BIDDER INSTRUCTIONS	3
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	3
2.2 SUBMISSION OF BIDS	3
2.3 FORMER PUBLIC SERVANT	3
2.4 ENQUIRIES – BID SOLICITATION	5
2.5 APPLICABLE LAWS	5
2.6 BASIS FOR CANADA'S OWNERSHIP OF INTELLECTUAL PROPERTY.....	5
PART 3 - BID PREPARATION INSTRUCTIONS	5
3.1 BID PREPARATION INSTRUCTIONS.....	5
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	6
4.1 EVALUATION PROCEDURES	6
4.2 FINANCIAL EVALUATION	7
4.3 BASIS OF SELECTION	7
PART 5 – CERTIFICATIONS	8
5.1 CERTIFICATIONS REQUIRED PRECEDENT TO CONTRACT AWARD.....	8
PART 6 - RESULTING CONTRACT CLAUSES	9
6.1 STATEMENT OF WORK.....	9
6.2 STANDARD CLAUSES AND CONDITIONS	9
6.3 SECURITY REQUIREMENT	10
6.4 TERM OF CONTRACT	10
6.5 AUTHORITIES.....	10
6.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	11
6.7 PAYMENT	11
6.8 INVOICING INSTRUCTIONS	12
6.9 CERTIFICATIONS.....	13
6.10 APPLICABLE LAWS	13
6.11 PRIORITY OF DOCUMENTS.....	13
6.12 FOREIGN NATIONALS (CANADIAN CONTRACTOR).....	13
6.12 FOREIGN NATIONALS (FOREIGN CONTRACTOR)	13
6.13 INSURANCE.....	13
ANNEX 'A' - STATEMENT OF WORK	14
ANNEX 'B' - BASIS OF PAYMENT	17
ANNEX 'C' - EVALUATION CRITERIA	19

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation document is divided into six parts plus attachments and annexes as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, and any other annexes.

1.2 Summary

- (i) The Climate Research Division (CRD) of Environment Canada has a mandate to provide Canadians with climate information for climate adaptation. Availability of climate projections for Canada is crucial to support climate change impact assessment and adaptation. CRD is seeking a professional support services resource to produce high resolution climate projections for Canada using outputs from the climate models participating in the Coupled Model Intercomparison Project Phase 5 (CMIP5). The intent is to have Global Climate Model (GCM) projections downscaled to the space and time resolution suitable for driving hydrological models for the assessment of changes in water availability in the future.

Environment Canada requires services to (a) determine preferred statistical method for downscaling and (b) produce daily precipitation and temperatures at 10-20 km resolution from simulations by 26 GCMs for the future.

- (ii) The contract period will be from Date of Contract Award to March 31, 2016.
- (iii) It is intended to award 1 contract for the statistical downscaling of future climate projections for Canada requirement as a result of the solicitation.
- (iv) As per the Integrity Provisions under section 01 of Standard Instructions 2003, bidders must provide a list of all owners and/or Directors and other associated information as required. Refer to section 4.21 of the Supply Manual for additional information on the Integrity Provisions.
- (v) The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) and the Agreement on Internal Trade (AIT).
- (vi) For services requirements, Bidders must provide the required information as detailed in article 2.3 of Part 2 of the bid solicitation, in order to comply with Treasury Board policies and directives on contracts awarded to former public servants.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

1.3 Debriefings

After contract award, 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.

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.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 180 days

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.

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? Yes () No ()

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? Yes () No ()

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

2.4 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 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.

2.5 Applicable Laws

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

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.

2.6 Basis for Canada's Ownership of Intellectual Property

Canada has determined that any intellectual property arising from the performance of the Work under any resulting Contract will belong to Canada, on the following grounds: to generate knowledge and information for public dissemination.

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 (3 hard copies)
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; and
- (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](#)

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

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 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, print double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should clearly address and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

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.

3.2 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.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

Technical Evaluation

4.1.1 Mandatory Technical Criteria

See Annex "C", Section 1.0 - Mandatory Technical Criteria.

4.1.2 Point Rated Technical Criteria

See Annex "C", Section 2.0 - Point Rated Technical Criteria

4.2 Financial Evaluation

4.2.1 Mandatory Financial Criteria

The Bidder must submit with its bid, pricing details in accordance with Annex "B" – Basis of Payment, in Canadian funds, applicable Taxes excluded, FOB destination, travel and living included, Canadian customs duties and excise taxes included.

The price used in the evaluation will be the Total Evaluated Price, which is calculated as follows:

i) Total Evaluated Price is the sum of the Firm Lot Prices from table 1.1 under Annex "B" – Basis of Payment.

4.2.2 SACC Manual Clause

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

4.3 Basis of Selection

4.3.1 Basis of Selection - Lowest Price Per Point

1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory technical evaluation criteria; and
 - (c) obtain the required minimum of 18 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 30 points.
2. Bids not meeting (a) or (b) or (c) will be declared non responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of contract.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

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 Required 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 specified 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.

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) 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.

5.1.3 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

5.1.4 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

6.2 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.

6.2.1 General Conditions

2035 (2014-09-25), General Conditions – Higher Complexity – Services, apply to and form part of the Contract.

6.2.2 Supplemental General Conditions

The following Supplemental General Conditions apply to and form part of the Contract:

4007 (2010-08-16), Supplemental General Conditions – Canada to Own Intellectual Property Rights in Foreground Information.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

6.3 Security Requirement

There is no security requirement applicable to this Contract.

6.4 Term of Contract

6.4.1 Period of Contract

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Kieta Boulet
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Ontario Region
Address: 33 City Centre Drive Suite 480C
Mississauga, Ontario L5B 2N5

Telephone: (905) 615-2078
Facsimile: (905) 615-2060
E-mail address: Kieta.Boulet@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 Project Authority

The Project Authority for the Contract is:
(TBA at time of contract award)

Name: _____
Environment Canada

Address: 4905 Dufferin Street
Toronto, Ontario
M3H 5T4
Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

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 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.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

6.5.3 Contractor's Representative *(to be completed by bidder)*

The Contractor's Representative for the Contract is:

Name: _____

Address: _____

Telephone: ____-____-____

Facsimile: ____-____-____

E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment – Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex "B" for a total cost of \$_____ *(to be inserted at 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.

6.7.2 Limitation of Price

C6000C (2011-05-16) Limitation of Price

6.7.3 Milestone Payments

For Annex B, Section 1.1

1. Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to 90 percent of the amount claimed and approved by Canada if:
 - a. an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - b. the total amount for all milestone payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Contract;

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

c. all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;

d. all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of the item if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.7.4 T1204 - Direct Request by Customer Department

SACC Manual Clause A9117C (2007-11-30) T1204 - Direct Request by Customer Department

6.7.5 Time Verification

SACC Manual Clause C0711C (2008-05-12) Time Verification

6.7.6 Specific Person(s)

The Contractor must provide the services of the following person(s) to perform the Work as stated in the Contract: _____ (*insert name(s) of person(s)*).

6.7.7 Inspection and Acceptance

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.

6.8 Invoicing Instructions

6.8.1 Invoicing Instructions – Progress Payment Claim

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment

Each claim must show:

- a. all information required on form PWGSC-TPSGC 1111;
 - b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
 - c. the description and value of the milestone claimed as detailed in the Contract.
2. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
 3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

The Project Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

4. The Contractor must not submit claims until all work identified in the claim is completed.

6.9 Certifications

6.9.1 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 entire contract period. 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.

6.10 Applicable Laws

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

6.11 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 4007 (2010-08-16), Supplemental General Conditions – Canada to Own Intellectual Property Rights in Foreground Information;
- (c) the general conditions 2035 (2014-09-25), General Conditions – Higher Complexity Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated _____ *(to be inserted at contract award)*

6.12 Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)

OR

6.12 Foreign Nationals (Foreign Contractor)

SACC Manual clause A2001C (2006-06-16), Foreign Nationals (Canadian Contractor)

6.13 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

ANNEX 'A' - STATEMENT OF WORK

1. TITLE OF WORK: Statistical downscaling of future climate projections for Canada.

2. OBJECTIVE:

The Climate Research Division (CRD) of Environment Canada has a mandate to provide Canadians with climate information for climate adaptation. Availability of climate projections for Canada is crucial to support climate change impact assessment and adaptation. CRD is seeking a professional support services resource to produce high resolution climate projections for Canada using outputs from the climate models participating in the Coupled Model Intercomparison Project Phase 5 (CMIP5). The intent is to have Global Climate Model (GCM) projections downscaled to the space and time resolution suitable for driving hydrological models for the assessment of changes in water availability in the future.

3. SCOPE

The Contractor must administer the following services:

- 3.1 Determine preferred statistical method for downscaling
- 3.2 Produce daily precipitation and temperatures at 10-20 km resolution from simulations by 26 GCMs for the future

4. TASKS:

The three (3) main tasks that must be executed and provided by the Contractor include each of the following:

- 4.1 In consultation with the Project Authority (PA), the Contractor resource must select an appropriate observational daily dataset to serve as a downscaling target for Canada. This dataset must be able to support downscaling to approximately 10 to 20km resolution. The dataset must consist of point data or high-resolution gridded data. The Contractor must only use the observational daily dataset specified by the PA. Any modifications to the observational daily dataset must be discussed with the PA and must only be made with the PA's approval.
- 4.2 In consultation with the PA, the Contractor resource must select a downscaling technique that is appropriate to the characteristics of the observational dataset. The Contractor must only use the downscaling technique specified by the PA. Any modifications to the downscaling technique must be discussed with the PA and must only be made with the PA's approval.
- 4.3 In consultation with the PA, the Contractor resource must select the method to produce downscaled projections for 26 models using three Representative Concentration Pathway (RCP) 2.6, 4.5, and 8.5 scenarios from CMIP5. Variables must include precipitation and temperature at a daily time scale. The downscaled products must have 10 km resolution and cover all of Canada. The Contractor must only use the selected method to produce downscaled projections for three RCP emission scenarios specified by the PA. Any modifications to the downscaled projections must be discussed with the PA and must only be made with the PA's approval.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

5. DELIVERABLES:

5.1 Throughout the contract period, the Contractor's resource must execute the aforementioned tasks and complete the following deliverables as specified.

5.1.1 An initial kick-off meeting between the PA and the Contractor must be held through teleconference or at a mutually agreed upon location no later than fifteen (15) days after contract is awarded. The Contractor must propose a work plan for meeting the requirements of this Statement of Work and provide a preliminary project schedule for approval by the PA.

5.1.2 The Contractor must submit a draft final report that must be submitted by January 31, 2016 that documents technical level documentation outlining the process for downscaling method selection; describing rationale of the selection of GCM simulations and describing methods used to produce downscaled projections,

5.1.3 The Contractor must submit a final report at the completion of the project no later than March 31, 2016. It is to be provided in two formats: two (2) bound hard copies of the final report where the Contractor must bind the report in hard copy, an electronic copy of the report in both Microsoft Word and PDF format on CD-ROM and/or DVD or by e-mail (where appropriate and accepted by the PA).

6. REPORTING

6.1 The Contractor's resource must provide ad hoc written or oral status updates upon request from the Environment Canada PA or designated representative in relation to any and all work.

6.2 The Contractor's resource must immediately report to the PA any risks or issues which are affecting progress of the work and, in the opinion of the Contractor, require escalation to resolve.

6.3 The Contractor resource must attest to the veracity and accuracy of the content of all deliverables submitted. The PA reserves the right to verify the accuracy and completeness of all deliverables submitted by the Contractor.

7. AUTHORIZATION OF WORK

7.1 Prior to the commencement of work, the Contractor resource must obtain written approval from the PA, or designated representative, of the Contractor's proposed work plan required to complete the deliverables before proceeding with any work or incurring any cost.

7.2 The PA reserves the right to reject any work plan proposed by the Contractor resource, and the Contractor must work in consultation with the PA to establish a work plan that is acceptable to the PA. Any modifications to the work plan must first be discussed with the PA and must only be made with the PA's approval.

8. PERFORMANCE STANDARDS

8.1 The Contractor must supply one or more replacement resources, within five (5) working days, to maintain the required resource complement to perform the work, in the event that one or more of the originally named resources is unavailable to complete the work as per the conditions outlined in the Status and Availability of Resources certification. A replacement resource must satisfy the same selection criteria as the original named resource to be replaced.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

9. LANGUAGE OF THE WORK AND DATA FORMAT

9.1 The language of all written reports must be in English and must be provided in Microsoft Word and PDF formats.

9.2 The data product must be delivered in NetCDF format with each file containing data for one year and one variable.

10. SECURITY CLASSIFICATION:

10.1 The work being carried out is not classified and the Contractor will work off-site.

11. SCHEDULE OF DELIVERABLES:

11.1 The deliverables for this contract must be completed by March 31, 2016.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

ANNEX 'B' - BASIS OF PAYMENT

Bidders must provide firm, all-inclusive prices in Canadian funds, including all direct and indirect costs of labour, tools, equipment rental, standby time, materials and supplies required to complete all the deliverables. Firm prices include FOB Destination, packaging and handling fees, transportation, delivery charges and the Canadian customs duties and excise taxes included.

Canada will make milestone payments in accordance with the Schedule of Milestones below.

Each claim for payment will include a 10% holdback.

1.0 FIRM REQUIREMENT – One (1) Complete Report – Downscaling Projections.

1.1 The Complete downscaling projection report must be delivered by March 31, 2016

Item No.	Qty.	Product Description	Firm Price (HST extra)
1	1	<p>For the supply and delivery of a final report of downscaled projection for three RCP emission scenarios in accordance with the tasks and deliverables specified in Annex "A" – Requirement.</p> <p>The complete downscaling projection report deliverable must consist of the following:</p> <p>(a) Initial Kick-off Meeting, production of a work plan and preliminary project schedule for meeting the requirements of the Statement of Work.</p> <p>(b) Submission of a draft final report.</p> <p>(c) Submission of completed final report.</p>	\$

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

1.2 Milestone Schedule

Milestone No.	Milestone Description	Firm Amount (HST Extra)	Delivery Date (Based on contract award on August 1 st , 2015)
1.	<p>- Initial Kick-off Meeting between the Project Authority and the Contractor. The Contractor must produce a work plan for meeting the requirements of the Statement of Work and provide preliminary project schedule for approval by Environment Canada Project Authority or Designated Representative.</p> <p>A milestone payment of 10% of the firm price will be issued.</p>	<p>\$ _____ Holdback: \$ _____ (10% of firm amount)</p>	Date: 15 days after the date of contract award.
2.	<p>- The Contractor must submit a draft final report that must be submitted by January 31, 2016 that documents technical level documentation outlining the process for downscaling method selection; describing rational of the selection of GCM simulations, and describing methods used to produce downscaled projections.</p> <p>A milestone payment of 40% of the firm price will be issued.</p>	<p>\$ _____ Holdback: \$ _____ (10% of firm amount)</p>	Date: January 31, 2016
3.	<p>- The Contractor must submit a final report at the completion of the project no later than March 31, 2016. It is to be provided in two media formats: two (2) bound copies of the final report, an electronic copy of the report in both Microsoft Word and PDF formats in CD-ROM and/or DVD or by e-mail (where appropriate and accepted by the Project Authority). A milestone payment of 50% of the firm price will be issued.</p> <p>Completion Date: March 31, 2016</p>	<p>\$ _____ Holdback: \$ _____ (10% of firm amount)</p>	Date: March 31, 2016
4.	Release of all holdbacks	<p>Aggregate Holdback Amount: \$ _____ (10% of firm amount for each of milestones 1 to 3)</p>	Date: Release of all holdbacks is dependent on the Project Authority acceptance of the submitted final report.
	TOTAL COST FOR MILESTONES 1-4	\$ _____	

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

ANNEX 'C' - EVALUATION CRITERIA

1.0 Mandatory Technical Criteria

The Mandatory Criteria listed below will be evaluated on a simple pass/fail basis. Bidders must demonstrate that they meet all mandatory technical criterion by providing a concise and detailed response to each of the mandatory technical criteria detailed below. The technical bid should address each of the criteria in the order in which they appear.

Simply stating that the mandatory technical criteria is met or complied with is not sufficient. Failure to demonstrate meeting one (1) or more of the mandatory criteria will result in the bid being deemed non-responsive and ineligible for further consideration and evaluation.

Bidders must submit all documentation with the bid by bid closing.

M1: The proposed Project Manager resource must have a minimum of five (5) years experience, from the date of bid closing, in statistical downscaling method of selection. The proposal must demonstrate this experience by including a brief summary of all relevant studies the resource has been involved in. Canada will disregard any information about experience if the technical bid does not include the relevant dates (month and year) for the experience claimed.

M2: The proposed Project Manager resource must have authored two or more reports or journals on the subject of downscaling method selection that have been published. To demonstrate meeting this criteria, the proposal must list the number of reports or journals published, the date the studies were conducted and completed and list all the publications.

M3: The proposed Project Manager resource must have proven experience applying statistical downscaling methods to Global Climate Model (GCM) outputs. The proposal must include a resume of the Project Manager demonstrating how the experience applying statistical downscaling methods to GCM outputs has been obtained.

M4: The proposed Project Manager resource must have a Masters Degree in climate science or other equivalent science program from a recognized University or College.

To demonstrate this experience, the bidder must supply a valid copy of the Masters Degree in climate science or equivalent program.

Equivalent program is defined as having a Masters Degree from a recognized University in Science, Physics, Earth Science or Mathematics and Statistics.

2.0 Point-Rated Technical Criteria

The criteria contained herein will be used to evaluate each proposal that has met all of the mandatory criteria. Bidders are requested to address each of the criteria in the order in which they appear and in sufficient depth in their proposals to enable a thorough evaluation. Evaluation will be based solely on the information contained within the proposal. Bidders may be contacted to confirm information or seek clarification.

Bidders must meet the minimum 18 points for the Point Rated Criteria. Proposals not meeting the minimum points required will be deemed non-responsive.

2.1 Technical proposal (Maximum 30 points)

Item	Evaluation Grid					
	Unable to evaluate 0 points	Insufficient 1 points	Weak 2 points	Sufficient 3 points	Good 4 points	Excellent 5 points
<p>R1</p> <p>The Bidder is requested to demonstrate their understanding of the requirement as per Annex A Statement of Work.</p> <p>To demonstrate this, the Bidder should include a short introduction and description of the scope of the work, with a brief evaluation of the need and objectives of the work, the reasons for carrying it out, and the benefits to be derived by Environment Canada.</p> <p>Simply rewording the stated need and background of the Statement of Work is not sufficient to demonstrate understanding.</p> <p>A maximum of 5 points will be awarded for this criterion.</p>	<p>Did not submit information which could be evaluated</p>	<p>Description does not provide logical, organized structure to enable successful completion of the contract as per Annex A.</p> <ul style="list-style-type: none"> - Does not encompass issues related to the specific criterion. - Lacks understanding of the project and its objectives. - Does not demonstrate an understanding for the reasons and benefits to be derived by conducting the work - Extremely poor, insufficient to demonstrate the ability to meet the performance requirements 	<p>Description provides marginally logical, organized structure to enable successful completion of the contract as per Annex A.</p> <ul style="list-style-type: none"> - Encompasses some issues related to the specific criterion. - Demonstrates some understanding of the project and its objectives. - Somewhat demonstrates understanding for the reasons and benefits to be derived by conducting the work - Demonstration is weak and unlikely to have the ability to meet the performance requirements 	<p>Description provides a sufficiently logical, organized structure to enable successful completion of the contract as per Annex A.</p> <ul style="list-style-type: none"> - Encompasses many issues related to the specific criterion. - Demonstrates sufficient understanding of the project and its objectives. - Demonstrates sufficient understanding for the reasons and benefits to be derived by conducting the work - Demonstration is sufficient and is likely to have the ability to meet the performance requirements 	<p>Description provides a logical, organized structure to enable successful completion of the contract as per Annex A.</p> <ul style="list-style-type: none"> - Encompasses most issues related to the specific criterion. - Demonstrates almost complete understanding of the project and its objectives. - Demonstrates successful understanding for the reasons and benefits to be derived by conducting the work - Very good and demonstrates the ability to meet the performance requirements. 	<p>Description provides highly logical, organized structure that ensures successful completion of the contract as per Annex A.</p> <ul style="list-style-type: none"> - Encompasses all issues related to the specific criterion. - Demonstrates complete understanding of the project and its objectives. taking into consideration all elements (including issues, proposed resolutions, etc...); highly detailed demonstrating the ability to exceed the requirement - Demonstrates excellent understanding for the reasons and benefits to be derived by conducting the work - Highly detailed demonstrating the ability to exceed the requirement.

Solicitation No. - N° de l'invitation
KM040-141304/A

Amd. No. - N° de la modif.
Tor015

Buyer ID - Id de l'acheteur
Tor015

Client Ref. No. - N° de réf. du client
KM040-141304

File No. - N° du dossier
TOR-4-37172

CCC No./N° CCC - FMS No./N° VME

Item	Evaluation Grid					
R2	Unable to evaluate 0 points	Insufficient 2 points	Weak 4 points	Sufficient 9 points	Good 11 points	Excellent 15 points
<p>The Bidder should clearly outline their proposed approach and methodology to meet the requirements of the study as detailed in Annex A Statement of Work. Detail should be provided to demonstrate the feasibility and competency of the Bidder's approach to successfully complete the work.</p> <p>A maximum of 15 points will be awarded for this criterion.</p>	<p>Did not submit information which could be evaluated</p>	<p>Approach and methodology do not provide logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Does not demonstrate that systems in place meet the requirements of the criterion; processes are insufficient to meet the requirement.</p> <p>-Does not demonstrate ability to manage and accomplish the tasks and requirements of the contract.</p> <p>-Schedule and timelines proposed do not demonstrate ability to meet the requirement</p>	<p>Approach and methodology provide marginally logical, organized structure to enable completion of the contract as per Annex A.</p> <p>-Demonstrates that systems in place somewhat meet the requirements of the criterion; processes only partially meet the requirement.</p> <p>-Somewhat demonstrates ability to manage and accomplish the tasks and requirements of the contract.</p> <p>-Schedule and timelines proposed are weak and are unlikely to have the ability to meet the requirement</p>	<p>Approach and methodology provide a sufficiently logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Demonstrates that systems in place sufficiently meet the requirements of the criterion; processes sufficiently meet the requirement.</p> <p>-Demonstrates sufficient ability to manage and accomplish the tasks and requirements of the contract.</p> <p>-Schedule and timelines proposed are sufficient and are likely to have the ability to meet the requirement</p>	<p>Approach and methodology provide a logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Demonstrated and detailed systems in place which meet the requirements of the criterion very well; processes meet the requirement.</p> <p>-Demonstrates ability to successfully manage and accomplish the tasks and requirements of the contract.</p> <p>-Schedule and timelines proposed are very good and demonstrate the ability to meet the requirement</p>	<p>Approach and methodology provide highly logical, organized structure that ensures successful completion of the contract as per Annex A.</p> <p>-Demonstrated and highly detailed systems in place which meet the requirements of the criterion in all aspects; processes are very well established and exceed the requirement.</p> <p>-Demonstrates excellent ability to successfully manage and accomplish the tasks and requirements of the contract.</p> <p>-Schedule and timelines proposed are excellent and well thought out taking into consideration all elements; highly detailed demonstrating the ability to exceed the requirement</p>

Item	Evaluation Grid						
	Point Rated Technical Criteria	Unable to evaluate 0 points	Insufficient 2 points	Weak 4 points	Sufficient 6 points	Good 8 points	Excellent 10 points
R3	<p>The Bidder should include in their proposal a discussion of potential problems and proposed solutions that may arise during the conduct of the work as described in Annex A Statement of Work including, but not limited to, staying on schedule.</p> <p>The Bidder should identify an immediate contingency and implementation plan in the event that the proposed resource is no longer available to carry out the work.</p> <p>A maximum of 10 points will be awarded for this criterion.</p>	<p>Did not submit information which could be evaluated</p>	<p>Plans do not provide logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Does not demonstrate organizational structure and allocation of resources in place to manage potential problems (such as uncertainty estimation, schedule compression, cost management, contingency plan etc); proposed solutions do not demonstrate to address problems.</p>	<p>Plans provide marginally logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Organizational structure and allocation of resources demonstrate in place to manage potential problems (such as uncertainty estimation, schedule compression, cost management, contingency plan etc); proposed solutions partially address problems.</p>	<p>Plans provide a sufficiently logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Organizational structure and allocation of resources demonstrate a sufficient ability in managing potential problems (such as uncertainty estimation, schedule compression, cost management, contingency plan etc); proposed solutions address problems.</p>	<p>Plans provide a logical, organized structure to enable successful completion of the contract as per Annex A.</p> <p>-Organizational structure and allocation of resources demonstrate a very well ability in managing potential problems (such as uncertainty estimation, schedule compression, cost management, contingency plan etc); proposed solutions address problems well.</p>	<p>Plans provide highly logical, organized structure that ensures successful completion of the contract as per Annex A.</p> <p>-Organizational structure and allocation of resources demonstrate highly detailed ability in managing potential problems (such as uncertainty estimation, schedule compression, cost management, contingency plan etc); proposed solutions address problems in detail.</p>

Minimum/Maximum Score	18/30
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