



Shared Services Canada  
Services partagés Canada

**RETURN RESPONSES TO /  
RETOURNER LES RÉPONSES À:**

Shared Services Canada |  
Services partagés Canada

**Email Address / Courriel:**

[SSC.consultation-consultation.SPC@canada.ca](mailto:SSC.consultation-consultation.SPC@canada.ca)

**REQUEST FOR PROPOSAL/ DEMANDE DE  
PROPOSITION**

**Proposal To:** Shared 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 thereof.

**Proposition aux:** Services partagés 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-annexées, au(x) prix indiqué(s)

**COMMENTS - COMMENTAIRES**

**ISSUING OFFICE / BUREAU DE  
DISTRIBUTION:**

SSC|SPC

Procurement and Vendor Relationships |  
Achats et relations avec les fournisseurs  
Transformation Initiatives |  
Initiatives de transformation

180, rue Kent Street,  
13th Floor / 13ième étage  
P.O. Box 9808, STN T CSC /  
CP 9808, succursale T CSC  
Ottawa, Ontario K1G 4A8

**TITLE / SUJET**

PORTABLE DATA ENTRY TERMINALS DEPOTS AND BASES  
HARDWARE/ TERMINAUX PORTATIFS DE SAISIE DE DONNÉES

**Solicitation No. / Numéro de l'invitation**

2BWD10342 /B

**Date**

December 23, 2015

**Client Reference No. / No de référence du client**

W8474-156932/A

**Requisition No. / Numéro de la demande**

15-30342

**Solicitation closes - L'invitation prend fin**

on – le January 6, 2015

at – à 2:00 PM (EDT)

**Address Inquiries to |**

**Adresser toutes questions à:**

Hamid Mohammad

**Buyer Id |**

**Id de l'acheteur**

CAE

**Telephone No. – N° de téléphone :**

(613) 716-9792

**Email - Courriel**

[SSC.consultation-consultation.SPC@canada.ca](mailto:SSC.consultation-consultation.SPC@canada.ca)

**Delivery required - Livraison exigée**

See Herein / Voir aux présentes

**Destination - of Goods, Services, and Construction:**

**Destination - des biens, services et construction:**

See Herein

**Vendor/firm Name and address**

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

**Facsimile No. – N° de télécopieur**

**Telephone No. – N° de téléphone**

**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** \_\_\_\_\_





# BID SOLICITATION

## PORTABLE DATA ENTRY TERMINALS DEPOTS AND BASES HARDWARE

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**List of Annexes to the Resulting Contract:**

- Annex A            Statement of Requirements
- Annex B1        Purchased Hardware - Portable Data Entry Terminal (PDET) Pricing Tables
- Annex B2        Maintenance and Support Services (Return-to-Depot after Warranty Period) Pricing  
Tables
- Annex C           Requisition on Contract (ROC)

**Forms:**

**Form A**

- Form 1 - Bid Submission Form
- Form 2 - Substantiation of Technical Compliance Form
- Form 3 - OEM Certification Form
- Form 4 - Federal Contractors Program for Employment Equity - Certification
- Form 5 – SCSI Scope Diagram

**Form B – Supply Chain Security Information**



## **NOTICE TO BIDDERS:**

***“This cancels and supersedes the previous Request for Proposal Solicitation no. 2BWD10342/A, dated November 16, 2015 which was due at 2:00 PM EDT on November 23, 2015.”***

### **PART 1 - GENERAL INFORMATION**

#### **1.1 Introduction**

The bid solicitation is divided into seven 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, if applicable, and the basis of selection;
- Part 5** Certifications: includes the certifications to be provided;
- Part 6** Financial Requirements: includes specific requirements that must be addressed by bidders; and
- Part 7** Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The annexes include the Statement of Requirements and any other annexes.

#### **1.2 Summary**

- (a) This bid solicitation is being issued to satisfy the requirement of National Defence (the "**Client**") for the supply and delivery of portable data entry terminals (PDET), accessories and maintenance and support services in support of the Canadian Forces Supply System (CFSS) operation across Canada.
- (b) It is intended to result in the award of a contract for 3 years, plus 2 one-year irrevocable options allowing Canada to extend the term of the contract.
- (c) For services requirements, Bidders in receipt of a pension or a lump sum payment are to provide the required information as detailed in article 2.3 of Part 2 of the bid solicitation. Bidders are requested to include this information in the Bid Submission Form.
- (d) Canada has invoked the National Security Exception in respect of this requirement and, as a result, none of the trade agreements apply to this requirement.
- (e) Bidders must provide a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2003 or 2004, whichever is applicable to this bid solicitation.



- (f) There is a Federal Contractors Program (FCP) for employment equity requirement associated with this procurement: see Part 5 - Certifications, Part 7 - Resulting Contract Clauses and the annex named "Federal Contractors Program for Employment Equity - Certification".

### **1.3 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be provided in writing, by telephone or in person.



## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

- (a) 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.
- (b) 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.
- (c) The 2003 (2014-09-25), Standard Instructions - Goods or Services - Competitive Requirements are incorporated by reference into and form part of the RFP, except that:
  - (i) All references to PWGSC contained within the Standard Instructions will be interpreted as a reference to SSC
- (d) Section 3 of the Standard Instructions – Goods and Services – Competitive Requirements 2003 is amended as follows: delete “Pursuant to the *Department of Public Works and Government Services Act*, S.C. 1996, c.16”
- (e) Sections 05 to 08 of the Standard Instructions – Goods and Services – Competitive Requirements 2003 are amended as follows: delete in its entirety
- (f) Section 10 of the 2003 (2014-03-01) Standard Instructions – Goods and Services – Competitive Requirements is amended by:
  1. changing the title to read “Legal Capacity and Ownership and Control Information”;
  2. numbering the first paragraph as number 1.; and
  3. adding the following paragraphs to the section:
    2. The Bidder must provide, if requested by the Contracting Authority, the following information as well as any other requested information related to the ownership and control of the Bidder, its owners, its management and any related corporations and partnerships:
      - a) An organization chart for the Bidder showing all related corporations and partnerships;
      - b) A list of all the Bidder’s shareholders and/or partners, as applicable; if the Bidder is a subsidiary, this information must be provided for each parent corporation or partnership, up to the ultimate owner; and
      - c) A list of all the Bidder’s directors and officers, together with each individual’s home address, date of birth, birthplace and citizenship(s); if the Bidder is a subsidiary, this information must be provided for each parent corporation or partnership, up to the ultimate owner.

In the case of a joint venture Bidder, this information must be provided for each member of the joint venture. The Contracting Authority may also require that this information be provided in respect of any subcontractors specified in a bid.

- 3. For the purposes of this section, a corporation or partnership will be considered related to another party if:
  - (i) they are “related persons” or “affiliated persons” according to the *Canada Income Tax Act*;



- (ii) the entities have now or in the two years before the closing date had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
  - (iii) the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.
- g) Section 12 of the 2003 (2014-03-01) Standard Instructions – Goods and Services – Competitive Requirements is amended by adding the following subsection 4:
  - 4. Canada also reserves the right to reject a bid where Canada is of the opinion that awarding the contract to the Bidder could be injurious to the national interest or to national security.
- h) Section 13 of the Standard Instructions – Goods and Services – Competitive Requirements 2003 is deleted in its entirety.
- i) Section 17 of the Standard Instructions – Goods and Services – Competitive Requirements 2003 is deleted in its entirety.
- j) For purposes of this procurement the PWGSC policies referenced within the Standard Acquisitions Clauses and Conditions Manual are adopted as SSC policies.
- k) Subsection 5(4) of 2003, Standard Instructions - Goods or Services - Competitive Requirements is amended as follows:
  - (i) Delete: sixty (60) days
  - (ii) Insert: one-hundred & eighty (180) days

## 2.2 Electronic Submission of Bids

- (a) Bidders must submit their full Bid package electronically by the date and time of solicitation closing to the SSC Consultation Mailbox at the following email address: [SSC.consultation-consultation.SPC@canada.ca](mailto:SSC.consultation-consultation.SPC@canada.ca)
- (b) Bidders must submit their Bids either as PDF documents attached to their email, or as documents that can be opened with the Microsoft Office Suite of applications.
- (c) Bidders may submit their bids in multiple emails, but all emails must arrive before the solicitation closing date and time to be evaluated as part of the bid. The maximum email size that can be received by SSC is 5 MB. Bidders should ensure that they submit their bid in multiple emails if their attachments will cause the email to exceed that size.
- (d) The time at which the bid is received by SSC will be determined by the “Sent Time” indicated in the email received by SSC at the SSC Consultation Mailbox for Bid Submission.
- (e) During the two hours leading up to the closing date and time, an SSC representative will monitor the SSC Consultation Mailbox for Bid Submissions, and will be available by telephone at the Contract Authority’s telephone number (although the representative may not be the Contract Authority). If the Bidder is experiencing difficulties transmitting the email, the Bidder should contact the Contracting Authority immediately.
- (f) The same day that the bids are received, an SSC representative will send an email acknowledging receipt of each bid that was received by the solicitation closing date and time at SSC Consultation Mailbox for Bid Submission. Bidders who have tried to submit a bid, but have not received an email acknowledging receipt should contact the Contract Authority so that they can determine whether or not the Bid arrived at the SSC Consultation Mailbox for Bid Submission on time.





- (g) Canada will not be responsible for any technical problems experienced by the Bidder in submitting its Bid, unless Canada's systems are responsible for a delay in delivering the email to the SSC Consultation Mailbox for Bid Submission.
- (h) Hand delivery of Bid Submission
  - (a) In the case of emergency, SSC has the discretion to accept a hand delivered Bid Submission, either in person by a representative of the Bidder or by a courier.
  - (b) SSC will only accept a hand delivered Bid if the Bidder can demonstrate that they've been unable to successfully submit their bid submission to the SSC Consultation Mailbox.
  - (c) The hand delivered Bid Submission must be provided on either a CD, USB key or other data storage medium that allows for delivery of the entire Bid Submission.
  - (d) An SSC representative will be available at the Contract Authority's telephone number (and/or that of a designated SSC representative) during the two hours before the solicitation closing date and time to receive bids submitted in this manner.
  - (e) The hand delivered bid must be received by either the Contracting Authority or a designated SSC representative no later than the solicitation closing date and time.
  - (f) The only circumstances in which SSC will accept a delayed hand delivered bid is when the Bidder can demonstrate that all designated the SSC representative was unavailable to receive the hand delivered bid, and attempts were made during the two hours before the solicitation closing date and time to make delivery.

### 2.3 Former Public Servant

- (a) 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 FPS, 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.

- (b) **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:

- (i) an individual;
- (ii) an individual who has incorporated;
- (iii) a partnership made of former public servants; or
- (iv) 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.

(c) **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 FPS in receipt of a pension, as applicable:

- (i) name of former public servant;
- (ii) 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](#).

(d) **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:

- (i) name of former public servant;
- (ii) conditions of the lump sum payment incentive;
- (iii) date of termination of employment;
- (iv) amount of lump sum payment;
- (v) rate of pay on which lump sum payment is based;
- (vi) period of lump sum payment including start date, end date and number of weeks;
- (vii) 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.



## 2.4 Enquiries - Bid Solicitation

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than 3 calendar days before the bid closing date. Enquiries received after that time may not be answered.
- (b) Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

## 2.5 Applicable Laws

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

**Note to Bidders:** Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of its choice without affecting the validity of its bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of its choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidder. Bidders are requested to indicate the Canadian province or territory they wish to apply to any resulting contract in their Bid Submission Form.

## 2.6 Non-Disclosure Agreement

By submitting a response, the Bidder agrees to the terms of the non-disclosure agreement below (the "**Non-Disclosure Agreement**"):

1. The Bidder agrees to keep confidential any information it receives from Canada regarding Canada's assessment of the Bidder's Supply Chain Security Information (the "**Sensitive Information**") including, but not limited to, which aspect of the Supply Chain Security Information is subject to concern, and the reasons for Canada's concerns.
2. Sensitive Information includes, but is not limited to, any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form or otherwise and whether or not that information is labeled as classified, proprietary or sensitive.
3. The Bidder agrees that it will not reproduce, copy, divulge, release or disclose, in whole or in part, in whatever way or form any Sensitive Information to any person other than a person employed by the Bidder who has a security clearance commensurate with the level of Sensitive Information being accessed, without the prior written consent of the Contracting Authority. The Bidder agrees to immediately notify the Contracting Authority if any person, other than those permitted by this Article, accesses the Sensitive Information at any time.



4. All Sensitive Information will remain the property of Canada and must be returned to the Contracting Authority or destroyed, at the option of the Contracting Authority, if requested by the Contracting Authority, within 30 days following that request.
5. The Bidder agrees that a breach of this Non-Disclosure Agreement may result in disqualification of the Bidder at RFP stage, or immediate termination of the resulting Contract. The Bidder also acknowledges that a breach of this Non-Disclosure Agreement may result in a review of the Bidder's security clearance and review of the Bidder's status as an eligible bidder for other requirements.
6. This Non-Disclosure Agreement remains in force indefinitely.



## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

- (a) **Electronic Bid:** Canada requests that Bidders provide their bids in accordance with Section 2.2 – Electronic Submission of Bids.

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

- (b) **Format for Bid:** Canada requests that bidders follow the format instructions described below in the preparation of their bid:

(i) use a numbering system that corresponds to the bid solicitation;

(ii) include a title page at the front of each volume of the bid that includes the title, date, bid solicitation number, bidder's name and address and contact information of its representative; and

(iii) include a table of contents.

- (c) **Omitted Documents:** Should a Bidder omit a document in their bid, Canada may ask that the Bidder provide the document. The Bidder must submit the documentation within the time period set by the Contracting Authority, failing which the proposal will be treated as being non-responsive.

- (d) **Canada's Policy on Green Procurement:** 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. See the Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

(i) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing a minimum of 30% recycled content; and

(ii) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, and using staples or clips instead of cerlox, duotangs or binders.

- (e) **Submission of Only One Bid:**

(i) A Bidder, including related entities, will be permitted to submit only one bid in response to this bid solicitation. If a Bidder or any related entities participate in more than one bid (participating means being part of the Bidder, not being a subcontractor), Canada will provide those Bidders with 2 working days to identify the single bid to be considered by Canada. Failure to meet this deadline will result in all the affected bids being disqualified.

(ii) For the purposes of this Article, regardless of the jurisdiction where any of the entities concerned is incorporated or otherwise formed as a matter of law (whether that entity is a natural person, corporation, partnership, etc), an entity will be considered to be "**related**" to a Bidder if:

(A) they are the same legal entity (i.e., the same natural person, corporation, partnership, limited liability partnership, etc.);



- (B) they are "related persons" or "affiliated persons" according to the *Canada Income Tax Act*;
- (C) the entities have now or in the two years before bid closing had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
- (D) the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.
- (iii) Individual members of a joint venture cannot participate in another bid, either by submitting a bid alone or by participating in another joint venture.
- (f) **Joint Venture Experience:**
- (i) Where the Bidder is a joint venture with existing experience as that joint venture, it may submit the experience that it has obtained as that joint venture.
- Example: A bidder is a joint venture consisting of members L and O. A bid solicitation requires that the bidder demonstrate experience providing maintenance and help desk services for a period of 24 months to a customer with at least 10,000 users. As a joint venture (consisting of members L and O), the bidder has previously done the work. This bidder can use this experience to meet the requirement. If member L obtained this experience while in a joint venture with a third party N, however, that experience cannot be used because the third party N is not part of the joint venture that is bidding.
- (ii) A joint venture bidder may rely on the experience of one of its members to meet any given technical criterion of this bid solicitation.
- Example: A bidder is a joint venture consisting of members X, Y and Z. If a solicitation requires: (a) that the bidder have 3 years of experience providing maintenance service, and (b) that the bidder have 2 years of experience integrating hardware with complex networks, then each of these two requirements can be met by a different member of the joint venture. However, for a single criterion, such as the requirement for 3 years of experience providing maintenance services, the bidder cannot indicate that each of members X, Y and Z has one year of experience, totaling 3 years. Such a response would be declared non-responsive.
- (iii) Joint venture members cannot pool their abilities with other joint venture members to satisfy a single technical criterion of this bid solicitation. However, a joint venture member can pool its individual experience with the experience of the joint venture itself. Wherever substantiation of a criterion is required, the Bidder is requested to indicate which joint venture member satisfies the requirement. If the Bidder has not identified which joint venture member satisfies the requirement, the Contracting Authority will provide an opportunity to the Bidder to submit this information during the evaluation period. If the Bidder does not submit this information within the period set by the Contracting Authority, its bid will be declared non-responsive.
- Example: A bidder is a joint venture consisting of members A and B. If a bid solicitation requires that the bidder demonstrate experience providing resources for a minimum number of 100 billable days, the bidder may demonstrate that experience by submitting either:
- Contracts all signed by A;
  - Contracts all signed by B; or
  - Contracts all signed by A and B in joint venture, or
  - Contracts signed by A and contracts signed by A and B in joint venture, or



- Contracts signed by B and contracts signed by A and B in joint venture.

That show in total 100 billable days.

- (iv) Any Bidder with questions regarding the way in which a joint venture bid will be evaluated should raise such questions through the Enquiries process as early as possible during the bid solicitation period.

### 3.2 Section I: Technical Bid

- (a) 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.
- (b) The technical bid consists of the following:
  - (i) **Bid Submission (Form 1):** Bidders are requested to include the Bid Submission Form 1 with their bids. It provides a common form in which bidders can provide information required for evaluation and contract award, such as a contact name and the Bidder's Procurement Business Number, etc. Using the form to provide this information is not mandatory, but it is recommended. If Canada determines that the information required by the Bid Submission Form is incomplete or requires correction, Canada will provide the Bidder with an opportunity to do so.
  - (ii) **Substantiation of Technical Compliance (Form 2):** The technical bid should substantiate the compliance of the Bidder and its proposed solution and/or products with the specific articles of Annex A (Statement of Work) identified in the Substantiation of Technical Compliance Form 2, which is the requested format for providing the substantiation. The Substantiation of Technical Compliance Form is not required to address any parts of this bid solicitation not referenced in the form. The substantiation should not simply be a repetition of the requirement(s), but should explain and demonstrate how the Bidder will meet the requirements and carry out the required Work. Simply stating that the Bidder or its proposed solution or product complies is not sufficient. Where Canada determines that the substantiation is not complete, the Bidder will be declared non-responsive and disqualified. The substantiation may refer to additional documentation submitted with the bid - this information can be referenced in the "Reference" column of the Substantiation of Technical Compliance Form where bidders are requested to indicate where in the bid the reference material can be found, including the title of the document, and the page and paragraph numbers; where the reference is not sufficiently precise, Canada may request that the Bidder direct Canada to the appropriate location in the documentation.

### 3.3 Section III: Financial Bid

- (a) **Pricing:** Bidders must submit their financial bid in accordance with the Annex B1, Purchased Hardware – Portable Data Entry (PDET) and Annex B2, Optional Maintenance and Support Services (*Return-to-Depot after Warranty Period*). The total amount of Applicable Taxes must be shown separately. Unless otherwise indicated, bidders must include a single, firm, all-inclusive price quoted in Canadian dollars in each cell requiring an entry in the pricing tables.
- (b) **All Costs to be Included:** The financial bid must include all costs for the requirement described in the bid solicitation for the entire Contract Period, including any option to extend the Contract Period. The identification of all necessary equipment, software, peripherals,



cabling and components required to meet the requirements of the bid solicitation and the associated costs of these items is the sole responsibility of the Bidder.

- (c) **Blank Prices:** Bidders are requested to insert "\$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in the tables. If the Bidder leaves any price blank, Canada will treat the price as "\$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, \$0.00. No bidder will be permitted to add or change a price as part of this confirmation. Any bidder who does not confirm that the price for a blank item is \$0.00 will be declared non-responsive.

### 3.4 Section IV: Certifications

It is a requirement that bidders must submit the certifications identified under Part 5.

### 3.5 Section V: Supply Chain Integrity Verification – Mandatory Qualification Requirement

The Supply Chain Integrity (SCI) Verification is a mandatory submission requirement. SCI is an important corporate requirement. Challenged by an increasingly complex cyber threat environment, Canada is committed to applying enhanced security process and contract clauses to the acquisition of both products and services. The purpose of the Supply Chain Integrity Verification process is to ensure that all product, equipment, software firmware and services that are procured by SSC meet the required security and supply chain standards. Please refer to 4.3 Supply Chain Integrity Process for a description of the requirement.





## 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 the Client and SSC will evaluate the bids on behalf of Canada. Canada may hire any independent consultant, or use any Government resources, to evaluate any bid. Not all members of the evaluation team will necessarily participate in all aspects of the evaluation.
- (c) In addition to any other time periods established in the bid solicitation:
  - (i) **Requests for Clarifications:** If Canada seeks clarification or verification from the Bidder about its bid, the Bidder will have 2 working days (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to meet this deadline will result in the bid being declared non-responsive.
  - (ii) **Extension of Time:** If additional time is required by the Bidder, the Contracting Authority may grant an extension in his or her sole discretion.

### 4.2 Conduct of evaluation in Steps

There are several steps in the evaluation process, which are described below. Even though the evaluation and selection will be conducted in steps, the fact that Canada has proceeded to a later step does not mean that Canada has conclusively determined that the Bidder has successfully passed all the previous steps. Canada may conduct steps of the evaluation in parallel.

The evaluation will be conducted in accordance with the following process:

#### ***Step 1 – Technical Evaluation – Mandatory Technical Criteria:***

- (a) Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation identified with the words "must" or "mandatory" is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.
- (b) Claims in a bid that a future upgrade or release of any of product included in the bid will meet the mandatory requirements of the bid solicitation, where the upgrade or release is not available at bid closing, will not be considered.

#### ***Step 2- Financial Evaluation***

- (a) The financial evaluation will be conducted by calculating the Total Bid Evaluated Value for 5 years using the Annexes B1 and B2 completed by the bidders.

- (b) **Formulae in Pricing Tables**

If the pricing tables provided to bidders include any formulae, Canada may re-input the prices provided by bidders into a fresh table, if Canada believes that the formulae may no longer be functioning properly in the version submitted by a bidder.

### **Step 3 – Basis of Selection**

- (a) A bid must comply with the requirements of the bid solicitation and meet all mandatory evaluation criteria to be declared responsive. The responsive bid with the lowest bid evaluated value (BEV) will be recommended for award of a contract
- (b) Bidders should note that all contract awards are subject to Canada's internal approvals process, which includes a requirement to approve funding in the amount of any proposed contract. Despite the fact that the Bidder may have been recommended for contract award, a contract will only be awarded if internal approval is granted according to Canada's internal policies. If approval is not granted, no contract will be awarded.

## **4.3 Supply Chain Integrity Process**

### **A. Definitions**

**4.3.1** The following words and expressions used in this Supply Chain Integrity Process have the following meaning:

- 4.3.1.1 "Products" means any hardware that operates at the data link layer of the OSI Model (Layer 2) and above, any software and Workplace Technology Devices.
- 4.3.1.2 "Workplace Technology Devices" means desktops, mobile workstations such as laptops and tablets, smart phones, phones, and peripherals and accessories such as monitors, keyboards, computer mouse, audio devices and external and internal storage devices such as USB flash drives, memory cards, external hard drives and writable CD and DVD.
- 4.3.1.3 "Product Manufacturer" means the entity which assembles the component parts to manufacture a Product.
- 4.3.1.4 "Software Publisher: means the owner of the copyright of the software, who has the right to license (and authorize others to license/sub-license) its software products.
- 4.3.1.5 "Canada's Data" means any data originating from the Work, any data received in contribution to the Work or that is generated as a result of the delivery of security, configuration, operations, administration and management services, and any data that is transported or stored by the contractor or any subcontractor as a result of performing the Work.
- 4.3.1.6 "Work" means all the activities, services, goods, equipment, matters and things required to be done, delivered or performed by the Contractor under the resulting contract.

### **B. Mandatory Qualification Submission Requirements**

**4.3.2** A supply chain scope diagram is attached at form 5 to provide a visual representation of the Supply Chain Security Information (SCSI) requirement which the Bidders, must provide.

**4.3.3** Bidders must submit, with their Response on the RFP closing date, the following SCSI:

- 4.3.3.1 **IT Product List:** Bidders must identify the Products over which Canada's Data would be transmitted and/or stored that will be used and/or installed to perform any part of the Work described in the resulting contract, as well as the following in regards to each Product:
  - 4.3.3.1.1 Location: identify where the Product is interconnected within any given network for Canada's Data (identify the service delivery points or nodes, such as points of presence, third party locations, data centre facilities, operations center, security operations center, internet or other public network peering points, etc.);
  - 4.3.3.1.2 Product Type: identify the generally recognized description used by Industry such as appliance, hardware, software, etc. Components of an assembled

Product, such as a module or card assembly, must be provided for all layer 3 internetworking devices;

- 4.3.3.1.3 IT Component: identify the generally recognized description used by Industry such as firewall router, switch, server, security appliance, etc.;
- 4.3.3.1.4 Product Model Name or Number: identify the advertised name or number of the Product by the Product Manufacturer;
- 4.3.3.1.5 Description and Purpose of the Product: identify the advertised description or purpose by the Product Manufacturer of the Product and the intended usage or role in the Work described in the resulting contract;
- 4.3.3.1.6 Identify the Product Manufacturer and/or Software Publisher;
- 4.3.3.1.7 Name of Subcontractor refers to the subcontractor that will provide the Product.

Bidders are requested to provide the IT Product List information on the form B. It is requested that the Bidders indicate their legal name on each page and insert a page number as well as the total number of pages. Bidders are also requested to insert a separate row for each Product. Bidders are requested not to repeat multiple iterations of the same Product (e.g. if the serial number and/or the color is the only difference between two Products, they are considered the same Product with regards to SCSI).

- 4.3.3.2 **Network Diagrams:** one or more conceptual network diagrams that collectively show the complete network proposed to be used to deliver the services described in the draft Statement of Work. The network diagrams are only required to include portions of the Bidder's network (and its subcontractor's network(s)) over which Canada's Data, would be transmitted in performing any resulting contract. As a minimum the diagram must show:

- a) The following key nodes for the delivery of the services under the resulting contract of this solicitation process, if applicable the role of the Bidder or subcontractor;
  - i. Service delivery points;
  - ii. Core network
  - iii. Subcontractor network (specifying the name of the subcontractor as listed in the List of Subcontractors);
- b) The node interconnections, if applicable
- c) Any node connections with the Internet; and
- d) For each node, a cross-reference to the product that will be deployed within that node, using the line item number from the IT Product List.

- 4.3.3.3 **List of Subcontractors:** The Bidder must provide a list of any subcontractors that could be used to perform any part of the Work (including subcontractors affiliated or otherwise related to the Bidder) pursuant to any resulting contract. The list must include at a minimum:

- a) The name of the subcontractor;
- b) The address of the subcontractor's headquarters;
- c) The portion of the Work that would be performed by the subcontractor; and
- d) The location(s) where the subcontractor would perform the Work.



This list must identify all third parties who may perform any part of the Work, whether they would be subcontractors to the Bidder, or subcontractors to subcontractors of the Bidder down the chain. Any subcontractor that could have access to Canada's Data must be identified. For the purposes of this requirement, a third party who is merely a supplier of goods to the Bidder, but who does not perform any portion of the Work, is not considered to be a subcontractor. Subcontractors would include, for example, technicians who might be deployed or maintain the Bidder's solution. If the Bidder does not plan to use any subcontractors to perform any part of the Work, the Bidder is requested to indicate this in its response.

Bidders are requested to provide their information on form B. It is requested that Bidders indicate their legal name on each page, insert a page number as well as the total number of pages. Bidders are also requested to insert a separate row for each subcontractor and additional rows as may be necessary.

### **C. Assessment of Supply Chain Security Information**

- 4.3.3.4 Canada will assess whether, in its opinion, the Supply Chain Security Information creates the possibility that the Bidder's solution could compromise or be used to compromise the security of Canada's equipment, firmware, software, systems or information.
- 4.3.3.5 In conducting its assessment:
- (a) Canada may request from the Bidder any additional information that Canada requires to conduct a complete security assessment of the Supply Chain Security Information. The Bidder will have 2 working days (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to meet this deadline will result in the response being disqualified.
  - (b) Canada may use any government resources or consultants to conduct the assessment and may contact third parties to obtain further information. Canada may use any information, whether it is included in the response or comes from another source, that Canada considers advisable to conduct a comprehensive assessment of the Supply Chain Security Information.
- 4.3.3.6 If, in Canada's opinion, any aspect of the Supply Chain Security Information, if used in a solution, creates the possibility that the Bidder's solution could compromise or be used to compromise the security of Canada's equipment, firmware, software, systems or information:
- (a) Canada will notify the Bidder in writing (sent by email) and identify which aspect(s) of the Supply Chain Security Information is subject to concern(s) or cannot be assessed (for example, proposed future releases of products cannot be assessed). Any further information that Canada might be able to provide to the Bidder regarding its concerns will be determined based on the nature of the concerns. In some situations, for reasons of national security, it may not be possible for Canada to provide further information to the Bidder; therefore, in some circumstances, the Bidder will not know the underlying reasons for Canada's concerns with respect to a product, subcontractor or other aspect of the Bidder's Supply Chain Security Information.
  - (b) The notice will provide the Bidder with one opportunity to submit revised Supply Chain Security Information within the 10 calendar days following the day on which Canada's written notification is sent to the Bidder, (or a longer period specified in writing by the Contracting Authority).
  - (c) If the Bidder submits revised Supply Chain Security Information within the allotted time, Canada will perform a second assessment. If Canada determines that any

aspect of the Bidder's revised Supply Chain Security Information could compromise or be used to compromise the security of Canada's equipment, firmware, software, systems or information, no further opportunities to revise the Supply Chain Security Information will be provided and the response will be disqualified.

- 4.3.3.7 By participating in this process, the Bidder acknowledges that the nature of information technology is such that new vulnerabilities, including security vulnerabilities, are constantly being identified. Also, the Bidder acknowledges that Canada's security assessment does not involve the assessment of a proposed solution. As a result:
- (a) qualification pursuant to this RFP does not constitute an approval that the products or other information included as part of the Supply Chain Security Information will meet the requirements of the subsequent bid solicitation or any resulting contract or other instrument that may be awarded as a result of any subsequent bid solicitation;
  - (b) qualification pursuant to this RFP does not mean that the same or similar Supply Chain Security Information will be assessed in the same way for future requirements;
  - (c) at any time during the subsequent bid solicitation process, Canada may advise a Bidder that some aspect(s) of its Supply Chain Security Information has become the subject of security concerns. At that point, Canada will notify the Respondent and provide the Bidder with an opportunity to revise its Supply Chain Security Information, using the same process described above.
  - (d) during the performance of a subsequent contract, if Canada has concerns regarding certain products, designs or subcontractors originally included in the Supply Chain Security Information, the terms and conditions of that contract will govern the process for addressing those concerns.
- 4.3.3.8 All Bidders may be notified in writing regarding whether or not they have qualified under this RFP to proceed to the next stage of the procurement process.
- 4.3.3.9 Any Bidder that has qualified under this RFP will be required, when responding to any subsequent bid solicitation under this solicitation process, to propose a solution consistent with the final version of the Supply Chain Security Information it submitted with its response to this RFP (subject to revision only pursuant to the paragraph below). Except pursuant to the paragraph below, no alternative or additional Products or subcontractors may be proposed in the Bidder's solution. This is a mandatory requirement of this solicitation process. The proposed solution during any subsequent bid solicitation does not need to contain all the Products within the final Supply Chain Security Information.
- 4.3.3.10 Once a Bidder has been qualified in response to this RFP, no modifications are permitted to the Supply Chain Security Information except under exceptional circumstances, as determined by Canada. Given that not all the exceptional circumstances can be foreseen, whether changes may be made and the process governing those changes will be determined by Canada on a case-by-case basis.



## PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional 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 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 will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information 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 provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

#### (a) Code of Conduct and Certifications – Related documentation

By submitting a response, the Respondent certifies that the Respondent and its affiliates are in compliance with the provisions as stated in Sections 01 Code of Conduct and Certifications – Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Bidders must submit the list of directors before contract award, failure to provide such a list within the required time frame will render the bid non-responsive.

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form – PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

#### (b) 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" 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 \(ESDC\)](http://www.esdc.gc.ca) - 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of contract award.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed Form 6, [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

## 5.2 Additional 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.

### (a) Bidder Certifies that System is "Off-the-Shelf"

Any system bid to meet this requirement must be "off-the-shelf" (unless otherwise stated in this bid solicitation), meaning that the equipment and software comprising any system bid must consist of standard equipment and software that are commercially available and require no further research or development. Together, this equipment and software must form part of an existing system with a field-proven operational history (that is, it has not simply been tested in a laboratory or experimental environment). If any of the equipment or software comprising the system bid is a fully compatible extension of a field-proven product line, it must have been publicly announced on or before the bid closing date. By submitting a bid, the Bidder is certifying that any system bid is off-the-shelf.

### (b) OEM Certification

- (i) Any Bidder that is not the Original Equipment Manufacturer (OEM) for every item of hardware proposed as part of its bid is required to submit the OEM's certification regarding the Bidder's authority to provide and maintain the OEM's hardware, which must be signed by the OEM (not the Bidder). No Contract will be awarded to a Bidder who is not the OEM of the hardware it proposes to supply to Canada, unless the OEM certification has been provided to Canada. Bidders are requested to use the OEM Certification Form included with the bid solicitation. Although all the contents of the OEM Certification Form are required, using the form itself to provide this information is not mandatory. For Bidders/OEMs who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared non-responsive.
- (ii) If the hardware proposed by the Bidder originates with multiple OEMs, a separate OEM certification is required from each OEM.
- (iii) For the purposes of this bid solicitation, OEM means the manufacturer of the hardware, as evidenced by the name appearing on the hardware, on all accompanying documentation, on mandatory certification reports, and on any support software.



(c) **Software Publisher Certification and Software Publisher Authorization**

- (i) If the Bidder is the Software Publisher for any of the proprietary software products it bids, Canada requires that the Bidder confirm in writing that it is the Software Publisher. Bidders are requested to use the Software Publisher Certification Form included with the bid solicitation. Although all the contents of the Software Publisher Certification Form are required, using the form itself to provide this information is not mandatory. For bidders who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared non-responsive.
  - (ii) Any Bidder that is not the Software Publisher of all the proprietary software products proposed in its bid is required to submit proof of the Software Publisher's authorization, which must be signed by the Software Publisher (not the Bidder). No Contract will be awarded to a Bidder who is not the Software Publisher of all of the proprietary software it proposes to supply to Canada, unless proof of this authorization has been provided to Canada. If the proprietary software proposed by the Bidder originates with multiple Software Publishers, authorization is required from each Software Publisher. Bidders are requested to use the Software Publisher Authorization Form included with the bid solicitation. Although all the contents of the Software Publisher Authorization Form are required, using the form itself to provide this information is not mandatory. For Bidders/Software Publishers who use an alternate form, it is in Canada's sole discretion to determine whether all the required information has been provided. Alterations to the statements in the form may result in the bid being declared non-responsive.
  - (iii) In this bid solicitation, "Software Publisher" means the owner of the copyright in any software products proposed in the bid, who has the right to license (and authorize others to license/sub-license) its software products.
- (d) Form 2 – Bidders must provide written proof for each mandatory certification requirement covered in the following section in Form 2. Confirmation from the OEM is acceptable.
- (i) Annex A- Statement of Work, Section 6.1 – Vehicle Mounted (VM-Large) Computer,, item 11. Certifications.
  - (ii) Annex A- Statement of Work, Section 6.2 – Vehicle Mounted (VM- Medium) Computer, item 9. Certifications
  - (iii) Annex A – Statement of Work, Section 6.3 – Handheld Computer (PDET), 9. Certifications





## **PART 6 - FINANCIAL**

### **6.1 Financial Capability**

- (a) SACC Manual clause A9033T (2012/07/16), Financial Capability applies, except that subsection 3 is deleted and replaced with the following: "If the Bidder is a subsidiary of another company, then any financial information required by the Contracting Authority in 1(a) to (f) must also be provided by each level of parent company, up to and including the ultimate parent company. The financial information of a parent company does not satisfy the requirement for the provision of the financial information of the Bidder; however, if the Bidder is a subsidiary of a company and, in the normal course of business, the required financial information is not generated separately for the subsidiary, the financial information of the parent company must be provided. If Canada determines that the Bidder is not financially capable but the parent company is, or if Canada is unable to perform a separate assessment of the Bidder's financial capability because its financial information has been combined with its parent's, Canada may, in its sole discretion, award the contract to the Bidder on the condition that one or more parent companies grant a performance guarantee to Canada."
- (b) In the case of a joint venture bidder, each member of the joint venture must meet the financial capability requirements.



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## PART 7 - RESULTING CONTRACT CLAUSES

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

### 7.1 Requirement

- (a) \_\_\_\_\_ (the "**Contractor**") agrees to supply to the Client the goods and services described in the Contract, including the Statement of Work in accordance with, and at the prices set out in, the Contract. This includes:
- (i) supplying the purchased Hardware as and when requested by Canada;
  - (ii) providing the Hardware Documentation;
  - (iii) providing optional maintenance and support services for the Hardware after the Hardware Maintenance Period.
- (b) **Client:** Under the Contract, the "Client" is Shared Services Canada ("SSC"), an organization with a mandate to provide shared services. This Contract will initially be used by SSC to provide shared services to National Defence. SSC may also use this contract to provide shared services to other clients, which include SSC itself, those government institutions for whom SSC's services are mandatory at any point during the Contract Period, and those other organizations for whom SSC's services are optional at any point during the Contract Period and that choose to use those services from time to time. SSC may choose to use this Contract for some or all of its clients or may use alternative means to provide the same or similar services.
- (c) **Reorganization of Client:** The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms:** Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Also, the following words and expressions have the following meanings:
- (i) any reference to a "**deliverable**" or "**deliverables**" includes the Hardware, the license to use the Licensed Software (the Licensed Software itself is not a deliverable, because the Licensed Software is only being licensed under the Contract, not sold or transferred).
  - (ii) "Product" means any hardware that operates at the data link layer of the OSI Model (layer 2) and above, any software and Workplace Technology Devices.
  - (iii) "Workplace Technology Devices" means desktops, mobile workstations such as laptops and tablets, smartphones, phones, and peripherals and accessories such as



monitors, keyboards, computer mouse, audio devices and external and internal storage devices such as USB flash drives, memory cards, external hard drives and writable CD or DVD.

- (iv) "Canada's Data" means any data originating from the Work, any data received in contribution to the Work or that is generated as a result of the delivery of security, configuration, operations, administration and management services, and any data that is transported or stored by the contractor or any subcontractor as a result of performing the Work.
- (v) "Work" means all the activities, services, goods, equipment, matters and things required to be done, delivered or performed by the Contractor under the resulting contract.

## 7.2 Optional Goods and/or Services

- (a) The Contractor grants to Canada the irrevocable option to acquire the goods and services described at Annexes B1 and B2 of the Contract under the same terms and conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority by notice in writing and will be evidenced, for administrative purposes only, through a contract amendment.
- (b) The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

## 7.3 Requisition on Contract

- (a) **As-and-when-requested Task Authorizations:** The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Requisition on Contract (ROC). The Work described in the ROC must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued ROC has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.
- (b) **Form and Content of draft Task Authorization:**
  - (i) The Technical Authority will provide the Contractor with a description of the task using the Requisition on Contract Form specified in Annex C.
  - (ii) The draft Requisition on Contract will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The draft ROC will also include the applicable bases and methods of payment as specified in the Contract.
  - (iii) A draft Requisition on Contract must also contain the following information, if applicable:
    - (A) the contract number;
    - (B) the ROC number;



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- (C) The date by which the Contractor's response must be received (which will appear in the draft Requisition on Contract, but not the issued Requisition on Contract);
  - (D) the details of any financial coding to be used;
  - (E) the categories of resources and the number required (if applicable);
  - (F) a description of the work for the task outlining the activities to be performed and identifying any deliverables;
  - (G) the start and completion dates;
  - (H) milestone dates for deliverables and payments (if applicable);
  - (I) the number of person-days of effort required (if applicable);
  - (J) whether the work requires on-site activities and the location;
  - (K) the language profile of the resources required (if applicable);
  - (L) the level of security clearance required of resources (if applicable);
  - (M) the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum ROC price (and, for maximum price task authorizations, the ROC must indicate how the final amount payable will be determined; where the ROC does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
  - (N) any other constraints that might affect the completion of the task.
- (c) **Contractor's Response to Draft Task Authorization:** The Contractor must provide to the Technical Authority, within 2 working days of receiving the draft Requisition on Contract (or within any longer time period specified in the draft ROC), the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the ROC.
- (d) **Requisition on Contract Limit and Authorities for Validly Issuing Requisitions on Contract:**
- To be validly issued, a ROC must include the following signatures:
- (i) for any ROC with a value, inclusive of revisions, of less than or equal to \$100,000.00 (including Applicable Taxes), the ROC must be signed by:
    - (A) the Technical Authority
  - (ii) for any ROC with a value greater than this amount, a ROC must include the following signatures:



- (A) the Technical Authority; and
- (B) the Contracting Authority.

Any ROC that does not bear the appropriate signatures is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued ROC is done at the Contractor's own risk. If the Contractor receives a ROC that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Client's ability to issue ROCs at any time, or reduce the dollar value threshold described in sub-article (A) above; any suspension or reduction notice is effective upon receipt.

- (e) **Consolidation of ROCs for Administrative Purposes:** The Contract may be amended from time to time to reflect all validly issued Requisition on Contract to date, to document the Work performed under those ROCs for administrative purposes.

#### 7.4 Minimum Work Guarantee

- (a) In this clause,
  - (i) **"Maximum Contract Value"** means the amount specified in the **"Limitation of Expenditure"** clause set out in the Contract (excluding Applicable Taxes); and
  - (ii) **"Minimum Contract Value"** means \$250,000.00 (including Applicable Taxes)
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
  - (i) for default;
  - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
  - (iii) for convenience within ten business days of Contract award.

#### 7.5 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 (<http://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada. All references contained within the General Conditions or Supplementary General Conditions to the Minister of Public Works and Government Services will be interpreted as a reference to the minister



presiding over Shared Services Canada and all references to the Department of Public Works and Government Services will be interpreted as Shared Services Canada.

For purposes of this contract the PWGSC policies referenced within the Standard Acquisitions Clauses and Conditions Manual are adopted as SSC policies.

(a) **General Conditions:**

2030 (2015/09/03), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract. These General Conditions are amended as follows:

Section 2 of the General Conditions is amended as follows: delete "Pursuant to the *Department of Public Works and Government Services Act*, S.C. 1996, c.16"

(b) **Supplemental General Conditions:**

The following Supplemental General Conditions:

- (i) 4001 (2015/04/01), Supplemental General Conditions - Hardware Purchase, Lease and Maintenance

apply to and form part of the Contract.

## 7.6 Security Requirement

There is no security requirement applicable to this Contract.

## 7.7 On-going Supply Chain Integrity Process

**7.7.1 Supply Chain Integrity Process:** The Parties acknowledge that a Supply Chain Integrity Process assessment was a key component of the procurement process that resulted in the award of this Contract. In connection with that assessment process, Canada assessed the Contractor's Supply Chain Security Information (SCSI) without identifying any security concerns. The following SCSI was submitted:

- 7.7.1.1 an IT Product List;
- 7.7.1.2 a list of subcontractors; and
- 7.7.1.3 network diagram(s).

This SCSI is included as Annex D (*TO BE INSERTED UPON AWARD*). The Parties also acknowledge that security is a critical consideration for Canada with respect to this Contract and that on-going assessment of SCSI will be required throughout the Contract Period. This Article governs that process.

**7.7.2 Assessment of New SCSI:** During the Contract Period, the Contractor may need to modify the SCSI information contained in Annex D (*TO BE INSERTED UPON AWARD*). In that regard:

- 7.7.2.1 The Contractor, starting at contract award, must revise its SCSI at least once a month to show all changes made, as well as all deletions and additions to the SCSI that affect the services under the Contract (including Products deployed by its subcontractors) during that period; the list must be marked to show the changes made during the applicable period. If no changes have been made during the reporting month, the Contractor must advise the Contracting Authority in writing that the existing



list is unchanged. Changes made to the IT Product List must be accompanied with revised Network Diagram(s) when applicable.

- 7.7.2.2 The Contractor agrees that, during the Contract Period, it will periodically (at least once a year) provide the Contracting Authority with updates regarding upcoming new Products that it anticipates deploying in the Work (for example, as it develops its “technology roadmap” or similar plans). This will allow Canada to assess those Products in advance so that any security concerns can be identified prior to the Products being deployed in connection with the services being delivered under the Contract. Canada will endeavour to assess proposed new Products within 30 calendar days, although lengthier lists of Products may take additional time.
- 7.7.2.3 Canada reserves the right to conduct a complete, independent security assessment of all new SCSI. The Contractor must, if requested by the Contracting Authority, provide any information that Canada requires to perform its assessment.
- 7.7.2.4 Canada may use any government resources or consultants to conduct the assessment and may contact third parties to obtain further information. Canada may use any information, whether it is provided by the Contractor or comes from another source, that Canada considers advisable to conduct a comprehensive assessment of any proposed new SCSI.

#### **7.7.3 Identification of New Security Vulnerabilities in SCSI already assessed by Canada:**

- 7.7.3.1 The Contractor must provide to Canada timely information about any vulnerabilities of which it becomes aware in performing the Work, including any weakness, or design deficiency, identified in any Product used to deliver services that would allow an unauthorized individual to compromise the integrity, confidentiality, access controls, availability, consistency or audit mechanism of the system or the data and applications it hosts.
- 7.7.3.2 The Contractor acknowledges that the nature of information technology is such that new vulnerabilities, including security vulnerabilities, are constantly being identified and, that being the case, new security vulnerabilities may be identified in SCSI that have already been the subject of an SCSI assessment and assessed without security concerns by Canada, either during the procurement process or later during the Contract Period.

#### **7.7.4 Addressing Security Concerns:**

- 7.7.4.1 If Canada notifies the Contractor of security concerns regarding a Product that has not yet been deployed, the Contractor agrees not to deploy it in connection with this Contract without the consent of the Contracting Authority.
- 7.7.4.2 At any time during the Contract Period, if Canada notifies the Contractor that, in Canada’s opinion, there is a Product that is being used in the Contractor’s solution (including use by a subcontractor) that has been assessed as having the potential to compromise or be used to compromise the security of Canada’s equipment, firmware, software, systems or information, then the Contractor must:
  - 7.7.4.2.1 provide Canada with any further information requested by the Contracting Authority so that Canada may perform a complete assessment;
  - 7.7.4.2.2 if requested by the Contracting Authority, propose a mitigation plan (including a schedule), within 10 business days, such as migration to an alternative Product. The Contracting Authority will notify the Contractor in writing if Canada approves the mitigation plan, or will otherwise provide comments about concerns or deficiencies with the mitigation plan; and
  - 7.7.4.2.3 implement the mitigation plan approved by Canada.



This process applies both to new Products and to Products that were already assessed pursuant to the Supply Chain Integrity Process assessment by Canada, but for which new security vulnerabilities have since been identified.

- 7.7.4.3 Despite the previous Sub-article, if Canada determines in its discretion that the identified security concern represents a threat to national security that is both serious and imminent, the Contracting Authority may require that the Contractor immediately cease deploying the identified Product(s) in the Work. For Products that have already been deployed, the Contractor must identify and/or remove (as required by the Contracting Authority) the Product(s) from the Work according to a schedule determined by Canada. However, prior to making a final determination in this regard, Canada will provide the Contractor with the opportunity to make representations within 48 hours of receiving notice from the Contracting Authority. The Contractor may propose, for example, mitigation measures for Canada's consideration. Canada will then make a final determination.

#### **7.7.5 Cost Implications:**

- 7.7.5.1 Any cost implications related to a demand by Canada to cease deploying or to remove a particular Product or Products will be considered and negotiated in good faith by the Parties on a case-by-case basis and may be the subject of a Contract Amendment, However, despite any such negotiations, the Contractor must cease deploying and/or remove the Product(s) as required by Canada. The negotiations will then continue separately. The Parties agree that, at a minimum, the following factors will be considered in their negotiations, as applicable:
- 7.7.5.1.1 with respect to Products already assessed without security concerns by Canada pursuant to an SCSl assessment, evidence from the Contractor of how long it has owned the Product;
  - 7.7.5.1.2 with respect to new Products, whether or not the Contractor was reasonably able to provide advance notice to Canada regarding the use of the new Product in connection with the Work;
  - 7.7.5.1.3 evidence from the Contractor of how much it paid for the Product, together with any amount that the Contractor has pre-paid or committed to pay with respect to maintenance and support of that Product;
  - 7.7.5.1.4 the normal useful life of the Product;
  - 7.7.5.1.5 any "end of life" or other announcements from the manufacturer of the Product indicating that the Product is or will no longer be supported;
  - 7.7.5.1.6 the normal useful life of the proposed replacement Product;
  - 7.7.5.1.7 the time remaining in the Contract Period;
  - 7.7.5.1.8 whether or not the existing Product or the replacement Product is or will be used exclusively for Canada or whether the Product is also used to provide services to other customers of the Contractor or its subcontractors;
  - 7.7.5.1.9 whether or not the Product being replaced can be redeployed to other customers;
  - 7.7.5.1.10 any training required for Contractor personnel with respect to the installation, configuration and maintenance of the replacement Products, provided the Contractor can demonstrate that its personnel would not otherwise require that training;
  - 7.7.5.1.11 any developments costs required for the Contractor to integrate the replacement Products into the Service Portal, operations, administration and management





systems, if the replacement Products are Products not otherwise deployed anywhere in connection with the Work; and

- 7.7.5.1.12 the impact of the change on Canada, including the number and type of resources required and the time involved in the migration.
- 7.7.5.2 Additionally, if requested by the Contracting Authority, the Contractor must submit a detailed cost breakdown, once any work to address a security concern identified under this Article has been completed. The cost breakdown must contain an itemized list of all applicable cost elements related to the work required by the Contracting Authority and must be signed and certified as accurate by the Contractor's most senior financial officer, unless stated otherwise in writing by the Contracting Authority. Canada must consider the supporting information to be sufficiently detailed for each cost element to allow for a complete audit. In no case will any reimbursement of any expenses of the Contractor (or any of its subcontractors) exceed the demonstrated out-of-pocket expenses directly attributable to Canada's requirement to cease deploying or to remove a particular Product or Products.
- 7.7.5.3 Despite the other provisions of this Article, if the Contractor or any of its subcontractors deploys new Products that Canada has already indicated to the Contractor are the subject of security concerns in the context of the Work, Canada may require that the Contractor or any of its subcontractors immediately cease deploying or remove that Product. In such cases, any costs associated with complying with Canada's requirement will be borne by the Contractor and/or subcontractor, as negotiated between them. Canada will not be responsible for any such costs.

**7.7.6 General:**

- 7.7.6.1 The process described in this Article may apply to a single Product, to a set of Products, or to all Products manufactured or distributed by a particular supplier.
- 7.7.6.2 The process described in this Article also applies to subcontractors. With respect to cost implications, Canada acknowledges that the cost considerations with respect to concerns about subcontractors (as opposed to Products) may be different and may include factors such as the availability of other subcontractors to complete the work.
- 7.7.6.3 Any service levels that are not met due to a transition to a new Product or subcontractor required by Canada pursuant to this Article will not trigger a Service Credit, nor will a failure in this regard be taken into consideration for overall metric calculations, provided that the Contractor implements the necessary changes in accordance with the migration plan approved by Canada or proceeds immediately to implement Canada's requirements if Canada has determined that the threat to national security is both serious and imminent.
- 7.7.6.4 If the Contractor becomes aware that any subcontractor is deploying Products subject to security concerns in relation to the Work, the Contractor must immediately notify both the Contracting Authority and the Technical Authority and the Contractor must enforce the terms of its contract with its subcontractor. The Contractor acknowledges its obligations pursuant to General Conditions 2035, Subsection 8(3).
- 7.7.6.5 Any determination made by Canada will constitute a decision with respect to a specific Product or subcontractor and its proposed use under this Contract, and does not mean that the same Product or subcontractor would necessarily be assessed in the same way if proposed to be used for another purpose or in another context.



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## 7.8 Subcontracting

**7.8.1** Despite the General Conditions, none of the Work may be subcontracted (even to an affiliate of the Contractor) unless the Contracting Authority has first consented in writing. In order to seek the Contracting Authority's consent, the Contractor must provide the following information:

- 7.8.1.1 the name of the subcontractor;
- 7.8.1.2 the portion of the Work to be performed by the subcontractor;
- 7.8.1.3 the Designated Organization Screening or the Facility Security Clearance (FSC) level of the subcontractor;
- 7.8.1.4 the date of birth, the full name and the security clearance status of individuals employed by the subcontractor who will require access to Canada's facilities;
- 7.8.1.5 completed sub-SRCL signed by the Contractor's Company Security Officer for CISD completion; and
- 7.8.1.6 any other information required by the Contracting Authority.

**7.8.2** For the purposes of this Article, a "subcontractor" does not include a supplier who deals with the Contractor at arm's length whose only role is to provide telecommunications or other equipment or software that will be used by the Contractor to provide services, including if the equipment will be installed in the backbone or infrastructure of the Contractor.

## 7.9 Change of Control

**7.9.1** At any time during the Contract Period, if requested by the Contracting Authority, the Contractor must provide to Canada:

- 7.9.1.1 an organization chart for the Contractor showing all related corporations and partnerships; for the purposes of this Sub-article, a corporation or partnership will be considered related to another entity if:
  - 7.9.1.1.1 they are "related persons" or "affiliated persons" according to the Canada *Income Tax Act*;
  - 7.9.1.1.2 the entities have now or in the two years before the request for the information had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
  - 7.9.1.1.3 the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.
- 7.9.1.2 a list of all the Contractor's shareholders; if the Contractor is a subsidiary, this information must be provided for each parent corporation or parent partnership, up to the ultimate owner; with respect to any publicly traded corporation, Canada anticipates that the circumstances in which it would require a complete list of shareholders would be unusual and that any request from Canada for a list of a publicly traded corporation's shareholders would normally be limited to a list of those shareholders who hold at least 1% of the voting shares;
- 7.9.1.3 a list of all the Contractor's directors and officers, together with each individual's home address, date of birth, birthplace and citizenship(s); if the Contractor is a subsidiary, this information must be provided for each parent corporation or parent partnership, up to the ultimate owner; and
- 7.9.1.4 any other information related to ownership and control that may be requested by Canada.



If requested by the Contracting Authority, the Contractor must provide this information regarding its subcontractors as well. However, if a subcontractor considers this information to be confidential, the Contractor may meet its obligation by having the subcontractor submit the information directly to the Contracting Authority. Regardless of whether the information is submitted by the Contractor or a subcontractor, Canada agrees to handle this information in accordance with Subsection 22(3) of General Conditions 2035 (General Conditions – Higher Complexity – Services), provided the information has been marked as either confidential or proprietary.

**7.9.2** The Contractor must notify the Contracting Authority in writing of:

- 7.9.2.1 any change of control in the Contractor itself;
- 7.9.2.2 any change of control in any parent corporation or parent partnership of the Contractor, up to the ultimate owner; and
- 7.9.2.3 any change of control in any subcontractor performing any part of the Work (including any change of control in any parent corporation or parent partnership of the subcontractor, up to the ultimate owner).

The Contractor must provide this notice by no later than 10 FGWDs after any change of control takes place (or, in the case of a subcontractor, within 15 FGWDs after any change of control takes place). Where possible, Canada requests that the Contractor provide advance notice of any proposed change of control transaction.

**7.9.3** In this Article, a “change of control” includes but is not limited to a direct or indirect change in the effective control of the corporation or partnership, whether resulting from a sale, encumbrance, or other disposition of the shares (or any form of partnership units) by any other means. In the case of a joint venture Contractor or subcontractor, this applies to a change of control of any of the joint venture’s corporate or partnership members. In the case of a Contractor or subcontractor that is a partnership or limited partnership, this requirement also applies to any corporation or limited partnership that is a partner.

**7.9.4** If Canada determines in its sole discretion that a change of control affecting the Contractor (either in the Contractor itself or any of its parents, up to the ultimate owner) may be injurious to national security, Canada may terminate the Contract on a “no-fault” basis by providing notice to the Contractor within 90 days of receiving the notice from the Contractor regarding the change of control. Canada will not be required to provide its reasons for terminating the Contract in relation to the change of control, if Canada determines in its discretion that the disclosure of those reasons could itself be injurious to national security.

**7.9.5** If Canada determines in its sole discretion that a change of control affecting a subcontractor (either in the subcontractor itself or any of its parents, up to the ultimate owner) may be injurious to national security, Canada will notify the Contractor in writing of its determination. Canada will not be required to provide the reasons for its determination, if Canada determines in its discretion that the disclosure of those reasons could itself be injurious to national security. The Contractor must, within 90 days of receiving Canada’s determination, arrange for another subcontractor, acceptable to Canada, to perform the portion of the Work being performed by the existing subcontractor (or the Contractor must perform this portion of the Work itself). If the Contractor fails to do so within this time period, Canada will be entitled to terminate the Contract on a “no-fault” basis by providing notice to the Contractor within 180 days of receiving the original notice from the Contractor regarding the change of control.

**7.9.6** In this Article, termination on a “no-fault” basis means that neither party will be liable to the other in connection with the change of control or the resulting termination, and Canada will only be responsible for paying for those services received up to the effective date of the termination.



**7.9.7** Despite the foregoing, Canada's right to terminate on a "no-fault" basis will not apply to circumstances in which there is an internal reorganization that does not affect the ownership of the ultimate parent corporation or parent partnership of the Contractor or subcontractor, as the case may be; that is, Canada does not have a right to terminate the Contract pursuant to this Article where the Contractor or subcontractor continues, at all times, to be controlled, directly or indirectly, by the same ultimate owner. However, in any such case, the notice requirements of this Article still apply.

## **7.10 Contract Period**

- (a) The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
- (i) The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends 3 year(s) later; and
  - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) **Option to Extend the Contract:**
- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 2 additional 1-year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
  - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

## **7.11 Authorities**

(a) **Contracting Authority**

The Contracting Authority for the Contract is:

The Contracting Authority for the Contract is:

Name: Hamid Mohammad

Title: Supply Team Leader

Shared Services Canada

Procurement Vendor Relationships

Address: 180 Kent St., 13th floor, # K110, Ottawa, ON, K1P 0B6

Telephone: 613-716-9792

E-mail address: SSC.consultation-consultation.SPC@canada.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.



(b) **Technical Authority**

The Technical Authority for the Contract is:

***TO BE INSERTED UPON AWARD***

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.

(c) **Contractor's Representative**

***TO BE INSERTED UPON AWARD***

### 7.12 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 web sites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

### 7.13 Payment

(a) **Basis of Payment**

- (i) **Purchased Hardware:** For the supply and delivery of the Purchased Hardware including a three (3) Warranty under an authorized Requisition on Contract (ROC) in accordance with the Contract, Canada will pay the Contractor the firm unit price set out in Annex B1, (DDP (Incoterms 2010), Applicable Taxes extra.
- (ii) **Optional Purchased Hardware:** For the supply and delivery of the optional Purchased Hardware including a three (3) Warranty under an authorized Requisition on Contract (ROC) in accordance with the Contract, Canada will pay the Contractor the firm unit price set out in Annex B1, (DDP (Incoterms 2010), Applicable Taxes extra.
- (iii) **Optional Maintenance and Support Services (Return-to-Depot after Warranty):** For maintenance and support of the Hardware after the Hardware Warranty Period, if Canada exercises its option to extend the Hardware Maintenance Period, Canada will pay the Contractor, in arrears, the firm monthly price set out in Annex B2, (DDP (Incoterms 2010), Applicable Taxes extra.
- (iv) **Competitive Award:** The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.



(b) **Limitation of Price**

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.

(c) **Method of Payment H1008C (2008/05/12) - Monthly Payment will apply to:**

(i) Maintenance and Support Services (Return-to-Depot after Warranty).

(d) **Method of Payment for Requisitions on Contract, with a Firm Price - Lump Sum Payment on Completion:** Canada will pay the Contractor upon completion and delivery of all the Work associated with the validly issued Requisition on Contract in accordance with the payment provisions of the Contract if:

(i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

(ii) all such documents have been verified by Canada;

(iii) the Work delivered has been accepted by Canada.

#### 7.14 Invoicing Instructions

(a) The Contractor must submit invoices in accordance with the information required in the General Conditions.

(b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision.

(c) By submitting invoices, the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.

(d) The Contractor must provide the original of each invoice to the address on the page 1 of the Contract and an electronic copy to the Technical Authority, and to the Contracting Authority.

#### 7.15 Certifications

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, or 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.

#### 7.16 Federal Contractors Program for Employment Equity - Default by Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE



becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

#### 7.17 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **TO BE INSERTED UPON AWARD**.

#### 7.18 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC Manual clauses incorporated by reference in these Articles of Agreement;
- (b) supplemental general conditions, in the following order:
  - (i) 4001;
- (c) general conditions 2030 (2015/09/03), General Conditions - Higher Complexity – Goods;
- (d) Annex A, Statement of Requirement;
- (e) Annex B1, Purchased Hardware - Portable Data Entry (PDET) Pricing Tables;
- (f) Annex B2, Maintenance and Support Services (Return-to-Depot after Warranty Period) Pricing Tables;
- (g) the signed Requisitions on Contract (including all of their annexes, if any);
- (h) the Contractor's bid dated **TO BE INSERTED UPON AWARD** not including any software publisher license terms and conditions that may be included in the bid, not including any provisions in the bid with respect to limitations on liability, and not including any terms and conditions incorporated by reference (including by way of a web link) in the bid.

#### 7.19 Limitation of Liability - Information Management/Information Technology

- (a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.
- (b) **First Party Liability:**



- 
- (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
    - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
    - (B) physical injury, including death.
  - (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the Contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
  - (iii) Each of the Parties is liable for all direct damages resulting from its breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of its unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
  - (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
  - (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor's performance or failure to perform the Contract that relate to:
    - (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
    - (B) any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated by Canada either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of 0.25 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$ 2 Million.

In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$ 2 Million, whichever is more.
  - (vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.
- (c) **Third Party Claims:**
- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in
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connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.

- (ii) If Canada is required, as a result of joint and several liability or joint and solidarily liable, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Sub-article (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

## 7.20 Joint Venture Contractor

- (A) The Contractor confirms that the name of the joint venture is \_\_\_\_\_ and that it is comprised of the following members: ***[BIDDERS ARE TO LIST ALL THE JOINT VENTURE MEMBERS NAMED IN THE CONTRACTOR'S ORIGINAL BID]***.
- (b) With respect to the relationship among the members of the joint venture Contractor, each member agrees, represents and warrants (as applicable) that:
  - (i) \_\_\_\_\_ has been appointed as the "representative member" of the joint venture Contractor and has full authority to act as agent for each member regarding all matters relating to the Contract;
  - (ii) by giving notice to the representative member, Canada will be considered to have given notice to all the members of the joint venture Contractor; and
  - (iii) all payments made by Canada to the representative member will act as a release by all the members.
- (c) All the members agree that Canada may terminate the Contract in its discretion if there is a dispute among the members that, in Canada's opinion, affects the performance of the Work in any way.
- (d) All the members are jointly and severally or solidarily liable for the performance of the entire Contract.
- (e) The Contractor acknowledges that any change in the membership of the joint venture (i.e., a change in the number of members or the substitution of another legal entity for an existing member) constitutes an assignment and is subject to the assignment provisions of the General Conditions.



- (f) The Contractor acknowledges that all security and controlled goods requirements in the Contract, if any, apply to each member of the joint venture Contractor.

**Note to Bidders:** This Article will be deleted if the bidder awarded the contract is not a joint venture. If the contractor is a joint venture, this clause will be completed with information provided in its bid.

**7.21 Hardware**

- (a) With respect to the provisions of Supplemental General Conditions 4001:

Part III of 4001 applies to the Contract (Additional Conditions: Purchase)	Yes.
Part IV of 4001 applies to the Contract (Additional Conditions: Lease)	No.
Part V of 4001 applies to the Contract (Additional Conditions: Maintenance)	Yes.
Delivery Location	To be specified on the Requisition on Contract.
Installation Site	To be specified on the Requisition on Contract (if required).
Contractor must deliver Hardware Documentation	Yes. Despite Section 7(4), only two copies of the Hardware Documentation are required.
Contractor must update Hardware Documentation throughout Contract Period	No. Section 7(5) of 4001 does not apply to the Contract.
Hardware Documentation must include maintenance documentation	No.



Language of Hardware Documentation	The Hardware Documentation must be provided in English and in French.
Format and Medium on which Hardware Documentation must be Delivered	Microsoft Word or Acrobat .PDF format.
Special Delivery Requirements	No.
Special Site Delivery or Installation Requirements	No - 4001, Section 4 does not apply to the Contract.
Contractor must Install Hardware at time of Delivery	No.
Contractor must Integrate and Configure Hardware at time of Installation	No.
Hardware is part of a System	Yes.
Availability-level Testing will be performed before Acceptance	No.
Hardware Warranty Period	Despite 4001, the Hardware Warranty Period under Part V is 3 years.
Option to Extend Hardware Maintenance Period	<p>For the purchased Hardware, the Contractor grants to Canada an irrevocable option to extend the Hardware Maintenance Period by 2 one-year periods as per Annex B2.</p> <p>These option(s) may only be exercised by the Contracting Authority by notice in writing and will be evidenced, for administrative purposes only, by a contract amendment.</p>
Class of Maintenance Service	Return-to-Depot Maintenance Service.



Principal Period of Maintenance	Please refer to section 6.5 of the Annex A- Statement of Work
Toll-free Telephone Number for Maintenance Service	<b>[Note to Bidders:</b> to be completed with information from the Contractor at the time of award. Bidders are requested to provide this information in their bids].
Website for Maintenance Service	<b>[Note to Bidders:</b> to be completed with information from the Contractor at the time of award. Bidders are requested to provide this information in their bids].

**7.22 Deliverable Substitutions & Alternatives**

- (a) The Contractor may propose a substitution or alternative for an existing product listed in the Contract, provided the proposed substitute or alternative meets or exceeds the specification(s) of the existing product and the price for the substitute or alternative product does not exceed:
  - (i) the firm price (or ceiling price, if applicable) for the product originally offered in the Contractor's bid that resulted in the award of the Contract;
  - (ii) the current published list price of the substitute product, minus any applicable Government discount; or
  - (iii) the price at which the substitute product is generally available for purchase, whichever is the lowest.
- (b) The proposed substitution/alternative may be subject to benchmark evaluation and the Contractor must pay for all costs associated with the benchmark evaluation (e.g., transportation, benchmark fee, etc.).
- (c) Substitute or alternative items must not be shipped until formally authorized by the Contracting Authority after the Technical Authority determines the substitution or alternative is acceptable. Whether or not to accept or reject a proposed substitution or alternative is entirely within the discretion of Canada. If Canada does not accept a proposed substitution or alternative, the Contractor must continue to deliver the original product. If accepted, the substitution will be documented for the administrative purposes of Canada by a contract amendment, by removing the existing product and including the substitution instead. If accepted, the addition of any alternative product will be documented for the administrative purposes of Canada by a contract amendment, by adding the alternative as a product under the Contract. Once an alternative product has been included in the Contract, Canada may purchase either product, at its option.
- (d) The ability to propose a substitution or alternative for any given product does not relieve the Contractor of its obligation to make delivery of the existing product when ordered within the period set out in the Contract, regardless of whether or when the proposed substitution is approved.



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### 7.23 Extension of Existing Product Line

- (a) During the Contract Period, if technological improvements have been made to the products available for purchase under the Contract, the Contractor may propose new products that are an extension of an existing product line or the "next generation" of an existing product line that meet or exceed the specification(s) of existing products under the Contract, if the price for the new product does not exceed:
  - (i) the firm price (or ceiling price, if applicable) for the product originally offered in the Contractor's bid that resulted in the award of the Contract plus 5%;
  - (ii) the current published list price of the substitute product, minus any applicable Government discount; or
  - (iii) the price at which the substitute product is generally available for purchase, whichever is the lowest.
- (b) The proposed new product may be subject to benchmark evaluation and the Contractor must pay for all costs associated with the benchmark evaluation (e.g., transportation, benchmark fee, etc.).
- (c) Whether or not to accept or reject a proposed new product is entirely within the discretion of Canada. If Canada does not accept a proposed new product that is proposed to replace an existing product, the Contractor must continue to deliver the original product. If accepted, the addition of the new product will be documented for the administrative purposes of Canada by a contract amendment, by adding the new product to the Contract.
- (d) No new products will be included in the Contract until one year after the Contract is awarded.

### 7.24 Termination for Convenience of Hardware Maintenance Services

Regardless of the Contract Period and despite the Termination for Convenience provisions contained in the General Conditions, Canada may terminate for convenience, at no cost to Canada, any Hardware maintenance and support services being provided under the Contract. Canada will provide the Contractor 30 calendar days of advance written notice if it terminates the maintenance and support services for convenience and will be liable to the Contractor to pay only any unpaid maintenance and support charges that have accrued up to and including the date of termination.

### 7.25 Packaging Recycling

All materials in which the Products are packaged and shipped must be recyclable. The Contractor must take back all packaging from the Canada's site at the time of product installation. The Contractor must reuse, recycle or dispose of all packaging materials removed from Products delivered in an environmentally sensitive manner.

### 7.26 Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to



make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

#### **7.27 Transition Services at End of Contract Period**

The Contractor agrees that, in the period leading up to the end of the Contract Period, it will make all reasonable efforts to assist Canada in the transition from the Contract to a new contract with another supplier. The Contractor agrees that there will be no charge for these services.



**ANNEX A**  
**STATEMENT OF REQUIREMENT (SOR)**

*(Available with the bid package in PDF format)*



**ANNEXES B1 AND B2  
PRICING TABLES**

*(Available as an attachment on BuyandSell in PDF and Excel format)*





**ANNEX C**  
**REQUISITION ON CONTRACT (ROC)**  
*(Available with the bid package in PDF format)*



## FORMS

### FORMS A:

#### FORM 1: BIDDER SUBMISSION FORM

BID SUBMISSION FORM	
<b>Bidder's full legal name</b> <i>[Note to Bidders: Bidders who are part of a corporate group should take care to identify the correct corporation as the Bidder.]</i>	
<b>Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)</b>	Name:
	Title:
	Address:
	Telephone #:
	Fax #:
<b>Bidder's Procurement Business Number (PBN)</b> <i>[see the Standard Instructions 2003]</i> <i>[Note to Bidders: Please ensure that the PBN you provide matches the legal name under which you have submitted your bid. If it does not, the Bidder will be determined based on the legal name provided, not based on the PBN, and the Bidder will be required to submit the PBN that matches the legal name of the Bidder.]</i>	
<b>Jurisdiction of Contract:</b> Province or Territory in Canada the Bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)	
<b>Former Public Servants</b> See the Article in Part 2 of the bid solicitation entitled "Former Public Servant" for a definition of "Former Public Servant".	Is the Bidder a FPS in receipt of a pension as defined in the bid solicitation?  Yes ____ No ____  If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant "



<b>BID SUBMISSION FORM</b>		
	<p>Is the Bidder a FPS who received a lump sum payment under the terms of the terms of the Work Force Adjustment Directive?</p> <p>Yes ____ No ____</p> <p>If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant "</p>	
<p><b>In accordance with Article 7.21 of the RFP</b></p> <p><b>Hardware:</b></p>	<p>Toll-Free Telephone Number for maintenance services:</p>	
	<p>Website for maintenance services:</p>	
<p>On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:</p> <ol style="list-style-type: none"> <li>1. The Bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation;</li> <li>2. The Bidder agrees to be bound by the Non-Disclosure Agreement set out in Part 2;.</li> <li>3. This bid is valid for the period requested in the bid solicitation;</li> <li>4. All the information provided in the bid is complete, true and accurate; and</li> <li>5. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.</li> </ol>		
<p><b>Signature of Authorized Representative of Bidder</b></p>	<p>_____</p>	



## FORM 2: SUBSTANTIATION OF TECHNICAL COMPLIANCE

(Available with the bid package in PDF and MS Word format)

<b>Substantiation of Technical Compliance Form</b>		
<b>Article of Statement of Work that requires substantiation by the Bidder</b>	<b>Bidder Substantiation</b>	<b>Reference to additional Substantiating Materials included in Bid</b>
<b><i>Annex A- Statement of Work, Section 6.1 – Vehicle Mounted (VM-Large) Computer</i></b>		
<p><b>1. General</b></p> <p>(a) Must have Microsoft Windows 7 Professional (or their more recent versions excluding Windows 8 family) pre-installed.</p> <p>(b) Must have audio and visual signals for memory saturation, and low battery power.</p> <p>(c) Must be capable of data entry using programmable function keys, alphanumeric characters and special characters.</p> <p>(d) Must have the capability to support bilingual characters (English &amp; French).</p> <p>(e) Must have a configurable suspend capability to conserve battery life.</p>		
<p><b>2. Environmental</b></p> <p>(a) Must have a minimum IP65 environmental protection rating.</p> <p>(b) Must be capable of functioning in operating temperature of -20C to +50C.</p>		
<p><b>3. Display</b></p> <p>(a) Must be a high contrast, backlit colour screen.</p> <p>(b) Must be a minimum of 10 inches in size.</p> <p>(c) Must be a maximum of 15 inches in size.</p>		



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(d) Must be a minimum of VGA resolution.		
(e) Must be Touch Screen enabled.		
(f) Must have a swivel mounting kit for MHE installation.		
(g) Must have a mounting kit for a Power cart installation.		
<b>4. Keyboard</b>		
(a) Must be alphanumeric with separate keys for alphabetic characters, numeric characters, scroll keys, and enter keys.		
(b) Must be QWERTY layout.		
(c) Must be capable of supporting a minimum of 6 function keys.		
(d) Must have backlight capability.		
(e) Must contain mounting kit for MHE installation.		
(f) Must contain mounting kit for a Power cart.		
(g) Must be wired to VM (no Bluetooth).		
<b>5. Scanner Connection</b>		
(a) Must be capable of connection a USB bar code scanner.		
<b>6. Communications</b>		
(a) Must have a minimum of two USB 2.0 or higher ports.		
(b) Must be capable of completely disabling Bluetooth.		
<b>7. Processor</b>		
(a) Must have minimum 1.6 GHz.		
<b>8. Memory</b>		
(a) Must have a minimum 2 GB of memory.		
(b) Must have memory expansion capability.		



<b>9. Mass Storage</b>		
(a) Must have a minimum 80 GB.		
<b>10. Wireless LAN</b>		
(a) Must be capable of IEEE 802.11 a/b/g/n WLAN operation.		
(b) Must be capable of automatically switching between 802.11a/b/g/n.		
(c) Must be able to actively scan for WLAN (i.e. WLAN SSID suppressed in beacons).		
<b>11. Certifications</b>		
(a) Must be CSA 22.2 Certified.		
(b) Must be certified by the Wi-Fi Alliance with regard to the 802.11 standards implemented.		
(c) Must be WPA2-Enterprise certified by the Wi-Fi Alliance.		
(d) All cryptographic modules that implement a FIPS algorithm must be at least FIPS140-2 level 1 certified (or grandfathered FIPS140-1) or be in the process of being FIPS 140-2 certified.		
(e) Must be Industry Canada RSS-210 Certified.		
<b>12. Authentication</b>		
(a) Must provide 802.1x authentication support (supplicant) for EAP-TLS, EAP-TTLS (PAP, CHAP, MS-CHAP-V2, Generic-Token) and RSA SecurID. This support can either be embedded in the device or via a third party client. If a third party client is used, the third party client must be included in the submission.		
(b) User must be prompted to enter their credentials including user ID at network logon time; credentials must not be required to be configured into the device.		



<p>(c) Device must be able to perform user re-authentication for a period of time (configured or set/over ridden by 802.1x authentication exchange) without user intervention.</p> <p>(d) Once a session is terminated (log off, idle timeout or device power off/sleep) or the re-authentication period is exceeded, cached user credentials (user ID may be retained) must be destroyed.</p> <p>(e) User credentials (user ID may be retained) may not be stored on the device between sessions.</p>		
<p><b>13. Antenna</b></p> <p>(a) Must contain integrated internal antenna.</p> <p>(b) Must have the capability to install an external antenna up to 6 feet from the VM.</p> <p>(c) Must have an omni-directional external antenna available.</p> <p>(d) Must have mounting brackets or kits for the installation of external antennas.</p>		
<p><b>14. Power</b></p> <p>(a) Must be capable or being powered by DC voltage ranging from an unfiltered 12VDC to 48VDC source directly or via a DC to DC converter.</p> <p>(b) Must have a power supply kit to connect to an AC source.</p>		
<b>Annex A- Statement of Work, Section 6.2 – Vehicle Mounted (VM- Medium) Computer</b>		
<p><b>1. General</b></p> <p>(a) Must have Windows 7 Professional (or their more recent versions excluding Windows 8 family) pre-installed</p>		



<p>(b) Must have audio and visual signals for memory saturation, and low battery power.</p> <p>(c) Must be capable of data entry using programmable function keys, alphanumeric characters and special characters.</p> <p>(d) Must have the capability to support bilingual characters (English &amp; French).</p> <p>(e) Must have a configurable suspend capability to conserve battery life.</p>		
<p><b>2. Environmental</b></p> <p>(a) Must have a minimum IP65 environmental protection rating.</p> <p>(b) Must be capable of functioning in operating temperature of -20C to +50C.</p>		
<p><b>3. Display</b></p> <p>(a) Must be a high contrast, backlit colour screen.</p> <p>(b) Must be a minimum of 6 inches in size.</p> <p>(c) Must be a maximum of 10.5 inches in size.</p> <p>(d) Must be a minimum of VGA resolution.</p> <p>(e) Must be Touch Screen enabled.</p> <p>(f) Must have a swivel mounting kit for MHE installation.</p> <p>(g) Must have a mounting kit for Powercart installation.</p>		
<p><b>4. Keyboard</b></p> <p>(a) Must be alphanumeric with separate keys for alphabetic characters, numeric characters, scroll keys, and enter keys.</p> <p>(b) Must be QWERTY layout.</p> <p>(c) Must be capable of supporting a minimum of 6 function keys.</p> <p>(d) Must have backlight capability.</p> <p>(e) Must contain mounting kit for MHE installation.</p>		





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(f) Must contain mounting kit for a Powercart. (g) Must be wired to VM (no Bluetooth).		
<b>5. Scanner Connection</b> (a) Must be capable of connection a USB bar code scanner.		
<b>6. Communications</b> (a) Must have a minimum of two USB 2.0 or higher ports. (b) Must be capable of completely disabling Bluetooth.		
<b>7. Mass Storage</b> (a) Must have minimum 80 GB.		
<b>8. Wireless LAN</b> (a) Must be capable of IEEE 802.11a/b/g/n operation. (b) Must be capable of automatically switching between 802.11a/b/g/n. (c) Must be able to actively scan for WLAN (i.e. WLAN SSID suppressed in beacons).		
<b>9. Certifications</b> (a) Must be CSA 22.2 Certified. (b) Must be certified by the Wi-Fi Alliance with regard to the 802.11 standards implemented. (c) Must be WPA2-Enterprise certified by the Wi-Fi Alliance. (d) All cryptographic modules that implement a FIPS algorithm must be at least FIPS140-2 level 1 certified (or grandfathered FIPS140-1) or be in the process of being FIPS 140-2 certified. (e) Must be Industry Canada RSS-210 Certified.		



<p><b>10. Authentications</b></p> <p>(a) Must provide 802.1x authentication support (supplicant) for EAP-TLS, EAP-TTLS (PAP, CHAP, MS-CHAP-V2, Generic-Token) and RSA SecurID. This support can either be embedded in the device or via a third party client. If a third party client is used, the third party client must be included in the submission.</p> <p>(b) User must be prompted to enter their credentials including user ID at network logon time; credentials must not be required to be configured into the device.</p> <p>(c) Device must be able to perform user re-authentication for a period of time (configured or set/over ridden by 802.1x authentication exchange) without user intervention.</p> <p>(d) Once a session is terminated (log off, idle timeout or device power off/sleep) or the re-authentication period is exceeded, cached user credentials (user ID may be retained) must be destroyed.</p> <p>(e) User credentials (user ID may be retained) may not be stored on the device between sessions.</p>		
<p><b>11. Antenna</b></p> <p>(a) Must contain integrated internal antenna.</p> <p>(b) Must have the capability to install external antenna up to 6 feet from the VM.</p> <p>(c) Must have an omni-directional external antenna available.</p> <p>(d) Must have mounting brackets or kits for the installation of external antennas.</p>		



<p><b>12. Power</b></p> <p>(a) Must be powered by DC voltage ranging from an unfiltered 12VDC to 48VDC source directly or via a DC to DC converter.</p> <p>(b) Must have a power supply kit to connect to an AC source.</p>		
<p><b>13. Processor</b></p> <p>(a) Must have a minimum 1.6 GHz.</p>		
<p><b>14. Memory</b></p> <p>(a) Must have a minimum 2 GB of memory.</p> <p>(b) Must have memory expansion capability.</p>		
<p><b>Notes:</b></p> <p>1. Powercart is a working surface on wheels incorporating its own power supply via a battery/inverter combination.</p> <p>2. A Printer and an external scanner must connect simultaneously.</p>		
<p><b>Annex A – Statement of Work, Section 6.3 – Handheld Computer (PDET)</b></p>		
<p><b>1. General</b></p> <p>(a) Must have Windows Embedded Handheld 6.5 (or their more recent versions excluding Windows 8 family) pre-installed.</p> <p>(b) Must have audio and visual signals for valid and invalid barcode read, memory saturation, and low battery power.</p> <p>(c) Must be capable of data entry using programmable function keys, alphanumeric characters and special characters.</p> <p>(d) Must have the capability to support bilingual characters (English &amp; French).</p> <p>(e) Must have a configurable</p>		



<p>suspend capability to conserve battery life.</p> <p>(f) Must preserve data in memory while changing batteries.</p> <p>(g) Must have a detachable pistol grip trigger assembly.</p> <p>(h) Must have a belt holster that accommodates a handheld device with or without a pistol grip trigger.</p>		
<p><b>2. Environmental</b></p> <p>(a) Must be able to sustain multiple, over 6 foot/ 1.8 metre drops to concrete, as per MIL-STD 810G.</p> <p>(b) Must have a minimum IP65 environmental protection rating.</p> <p>(c) Must be capable of functioning in operating temperature of --20C to +50C.</p>		
<p><b>3. Display</b></p> <p>(a) Must be a high contrast, backlit colour screen.</p> <p>(b) Must be a minimum of 3.5 inches in size.</p> <p>(c) Must be a minimum of VGA resolution 640*480 pixels.</p> <p>(d) Must be Touch Screen enabled.</p>		
<p><b>4. Keyboard</b></p> <p>(a) Must be alphanumeric with separate keys for alphabetic characters, numeric characters, scroll keys, and enter keys.</p> <p>(b) Must be capable of supporting a minimum of 6 function keys.</p> <p>(c) Must have backlight capability.</p>		
<p><b>5. Scanner</b></p> <p>(a) Must be capable of scanning of Linear barcode Code 39.</p> <p>(b) Must be capable of scanning of Linear barcode Code 128.</p> <p>(c) Must be capable of scanning</p>		



<p>(d) of Linear barcode GS1-128 Must be capable of scanning 2D (2 dimensional) barcodes including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</p> <p>(e) Must be capable of programming 1D (1 dimensional) scanning.</p> <p>(f) Must be capable of programming 2D (2 dimensional) scanning.</p> <p>(g) Must be capable of programming 1D only and 2D only and both 1D and 2D simultaneously scanning.</p> <p>(h) Must be integrated into device.</p>		
<p><b>6. Communications</b></p> <p>(a) Must have a minimum of one USB 2.0 or higher port</p> <p>(b) Must have a docking station for configuration and file transfer from a PC device with one of the following slot configuration:</p> <ul style="list-style-type: none"><li>i. Single slot docking station; or</li><li>ii. Multiple (up to 4) slot docking station.</li></ul> <p>(c) Must have a docking cable to interface to a workstation USB port.</p> <p>(d) Must be capable of completely disabling Bluetooth if so equipped.</p>		
<p><b>7. Mass Storage</b></p> <p>(a) Must have a minimum 40 GB.</p>		
<p><b>8. Wireless LAN</b></p> <p>(a) Must be capable of IEEE 802.11a/b/g/n WLAN operation.</p> <p>(b) Must be able to actively scan for WLAN (i.e. WLAN SSID suppressed in beacons).</p>		



<p><b>9. Certifications</b></p> <p>(a) Must be CSA 22.2 certified</p> <p>(b) Must be certified by the Wi-Fi Alliance with regard to the 802.11 standards implemented.</p> <p>(c) Must be WPA2-Enterprise certified by the Wi-Fi Alliance.</p> <p>(d) All cryptographic modules that implement a FIPS algorithm Must be FIPS140-2 level 1 certified (or grandfathered FIPS140-1) or be in the process of being FIPS 140-2 certified.</p> <p>(e) Must be Industry Canada Certified.</p>		
<p><b>10. ISAFE Device</b></p> <p>(a) Must conform to Class I, Divisions I &amp; II, Groups A, B, C and D as defined in the Canadian Electrical Code, Part I, Section 18.</p> <p>(b) Must conform to Class II, Divisions I &amp; II, Group E and F as defined in the Canadian Electrical Code, Part I, Section 18.</p> <p>(c) Must have a label of an independent testing organization of CSA, UL or Factory, certifying that the equipment meets the Canadian Electrical Code for Intrinsically Safe requirement.</p>		
<p><b>11. Authentication</b></p> <p>(a) Must provide 802.1x authentication support (supplicant) for EAP-TLS, EAP-TTLS (PAP, CHAP, MS-CHAP-V2, Generic-Token) and RSA SecurID. This support can either be embedded in the device or via a third party client. If a third party client is used, the third party client must be included in the submission.</p> <p>(b) User must be prompted to</p>		



<p>enter their credentials including user ID at network logon time; credentials must not be required to be configured into the device.</p> <p>(c) Device must be able to perform user re-authentication for a period of time (configured or set/over ridden by 802.1x authentication exchange) without user intervention.</p> <p>(d) Once a session is terminated (log off, idle timeout or device power off/sleep) or the re-authentication period is exceeded, cached user credentials (user ID may be retained) must be destroyed.</p> <p>(e) User credentials (user ID may be retained) may not be stored on the device between sessions.</p>		
<p><b>12. Power</b></p> <p>(a) Must be powered by a Lithium Ion battery that is hot swap capable.</p> <p>(b) Must provide a minimum of six hours continuous usage on a single charge.</p> <p>(c) Must have a multiple slot battery charger available.</p>		
<p><b>13. RFID Capable</b></p> <p>(a) Units must be RFID capable or field upgradeable.</p> <p>(b) Device or upgraded device must be capable of supporting EPC Generation 2 Global Standard.</p> <p>(c) Device or upgraded device must be compatible with the latest ISO 18000-6 standard at time of Proposal.</p>		
<p><b>14. Processor</b></p> <p>(a) Must have a minimum of 1.0 GHZ.</p>		



<p><b>15. Memory</b></p> <p>(a) Must have a minimum 1 GB of memory.</p> <p>(b) Must have memory expansion capability.</p>		
<b>Annex A – Statement of Work, Section 6.4 – Bar Code Scanner</b>		
<p><b>1. Bar Code Scanner – Standard Range</b></p> <p>(a) Must be capable of scanning of Linear barcode Code39.</p> <p>(b) Must be capable of scanning of Linear barcode Code 128.</p> <p>(c) Must be capable of scanning of Linear barcode GS1-128.</p> <p>(d) Must be capable of communicating via a USB 2.0 or higher port.</p> <p>(e) Must be capable of scanning 2D (2 dimension) code including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</p> <p>(f) Must be handheld.</p> <p>(g) Must be capable of scanning barcodes from 1 inch to 8 inches.</p> <p>(h) Must have a support bracket.</p>		
<p><b>2. Bar Code Scanner – Long Range</b></p> <p>(a) Must be capable of scanning of Linear barcode Code 3 9.</p> <p>(b) Must be capable of scanning of Linear barcode Code 128.</p> <p>(c) Must be capable of scanning of Linear barcode GS1-128.</p> <p>(d) Must be capable of communicating via a USB 2.0 or higher port.</p> <p>(e) Must be capable of scanning 2D (2 dimension) code including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</p> <p>(f) Must be handheld.</p> <p>(g) Must be capable of scanning barcodes up to 4 feet.</p>		





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(h)	Must have a support bracket.		
<b>3.</b>	<b><i>Bar Code Scanner – Very Long Range</i></b>		
(a)	Must be capable of scanning of Linear barcode Code 3 9.		
(b)	Must be capable of scanning of Linear barcode Code 128.		
(c)	Must be capable of scanning of Linear barcode GS1-128.		
(d)	Must be capable of communicating via a USB 2.0 or higher port		
(e)	Must be capable of scanning 2D (2 dimension) code including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.		
(f)	Must be handheld.		
(g)	Must be capable of scanning barcodes up to 20 feet.		
(h)	Must have a support bracket.		



**FORM 3: OEM CERTIFICATION**

<b>OEM Certification Form</b>	
<p>This confirms that the original equipment manufacturer (OEM) identified below has authorized the Bidder named below to provide and maintain its products under any contract resulting from the bid solicitation identified below.</p>	
Name of OEM	_____
Signature of authorized signatory of OEM	_____
Print Name of authorized signatory of OEM	_____
Print Title of authorized signatory of OEM	_____
Address for authorized signatory of OEM	_____
Telephone no. for authorized signatory of OEM	_____
Fax no. for authorized signatory of OEM	_____
Date signed	_____
Solicitation Number	<u><b>2BWD10342/B</b></u>
Name of Bidder	_____



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## FORM 4 TO PART 5 – BID SOLICITATION

### FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for [Employment and Social Development Canada \(ESDC\)](#) - Labours' website.

Date: \_\_\_\_\_(YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the *Employment Equity Act*.
- A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
  - A5.1 The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC -Labour.

OR

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC -Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC -Labour.

B. Check only one of the following:

- B1 The Bidder is not a Joint Venture.

OR

- B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions).



## FORM 5 – SCSI Scope Diagram

*(Available as an attachment on BuyandSell in PDF format)*



## **Form B – Supply Chain Security Information**

*(Available as an attachment on BuyandSell in PDF and Excel format)*

***Directorate of Materiel Systems***

***Planning and Resources***

***DMSPR***

**PORTABLE DATA ENTRY TERMINAL (PDET)  
DEPOTS AND BASES HARDWARE REQUIREMENTS**

**ANNEX A**

**STATEMENT OF REQUIREMENTS (SOR)**

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## 1. INTRODUCTION

The Department of National Defence (DND) introduced intelligent barcode reader technology (WLAN and batch based) to the Canadian Forces Supply System (CFSS) in November 2002 and subsequently installed to Second Line Bases across Canada. All of the installed Hardware has now reached end-of-life. It is the intent of this Statement of Requirements (SOR) to implement a Contract that will provide a procurement vehicle for the replacement of existing WLAN PDET<sup>1</sup> which are currently Windows Based in the Department, as well as the procurement for potential new sites in DND over the next 3 to 5 years. This SOR only covers the procurement of client devices (hand held barcode readers and vehicle mounted computers). The procurement of infrastructure equipment is the responsibility of Shared Services Canada "SSC".

## 2. DEFINITIONS

### 2.1 Definitions and Interpretations

In this Statement of Requirements, unless otherwise expressly stated, the following expressions will have the following meaning:

- (a) "SOR" means this Statement of Requirements and all annexes to this SOR.
- (b) "Contractor" means the provider or supplier of the PDET hardware.
- (c) "Product(s)" means the hardware, security components and associated software to be supplied as listed in this SOR.

### 2.2 Acronyms

The acronyms listed in the following table are used throughout this SOR.

Table 1 – Acronyms

AC	Alternating Current
CFB	Canadian Forces Base
CFSD	Canadian Forces Supply Depot
CFSS	Canadian Forces Supply System
CSA	Canadian Standard Association
CSG	Canadian Support Group
DC	Direct Current
DND	Department of National Defence
DOCA	Directeur Opérations de la Chaîne d'Approvisionnement
DRMIS	Defence Resource Management Information System
DSCO	Directorate of Supply Chain Operations
DSI	Data Systems International
EAP-TLS	Extensible Authentication Protocol - Transport Layer Security
EAP-TTLS	Extensible Authentication Protocol - Tunnelled Transport Layer Security
ELD	Electroluminescent Display

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<sup>1</sup> As the Defence Resource Management Information System (DRMIS), which now provides the CFSS capability, does not support batch capability, only WLAN PDETs will be procured.



EPC	Electronic Product Code
FIPS	Federal Information Processing Standard
GB	Gigabyte
HP	Hewlett Packard
HTTPS	Hypertext Transfer Protocol over SSL (Secure Socket Layer)
IEEE	Institute of Electrical and Electronics Engineers
IETF	Internet Engineering Task Force
IP	Internet Protocol
ISAFE	Intrinsically Safe Equipment
ISO/IEC	International Organization for Standardization/International Exchange Carrier
LAN	Local Area Network
LCD	Liquid Crystal Display
MAC	Media Access Control
MB	Megabyte
Mbps	Mega bits per second
MHE	Material Handling Equipment
MIB	Management Information Base
MS-CHAP	Microsoft - Challenge Handshake Authentication Protocol
MU	Mobile Unit
NDHQ	National Defence Headquarters
NEMA	National Electrical Manufacturers Association
PC	Personal Computer
PDET	Portable Data Entry Terminal
POL	Petroleum Oil and Lubricants
PWGSC	Public Works Government Services Canada
RAM	Random Access Memory
RF	Radio Frequency
RFC	Request for Change
RFID	Radio Frequency Identifier
SDK	Software Development Kit
SNMP	Simple Network Management Protocol
SOR	Statement of Work
SSID	Service Set Identifier
TR	Technical Representative
UCC/EAN	Uniform Code Council/European Article Numbering
UL	Underwriters Laboratories
VAC	Volts of Alternating Current
VDC	Volts of Direct Current
VFD	Vacuum Fluorescent Display
VLAN	Virtual Local Area Network
VM	Vehicle Mounted
Wi-Fi	Wireless Fidelity
WLAN	Wireless Local Area Network
WPA	Wi-Fi Protected Access

### **3. OBJECTIVE**

This SOR is to provide the Contractor with details of the Hardware requirement that must be met by the Product(s).

### **4. DELIVERABLES**

The Contractor must:

- a. supply and deliver the Product(s) as detailed in this SOR, as and when requested;
- b. provide Maintenance and Support Services, as and when requested; and
- c. provide Warranty services.

The SOR explicitly excludes:

- a. infrastructure equipment;
- b. on site configuration and installation of equipment;
- c. application software development;
- d. building/site infrastructure requirements.

### **5. SPECIFICATIONS AND REQUIREMENTS**

This section provides a listing of DND's specifications and requirements.

#### **5.1 Hardware Specifications**

This SOR contains the technical requirements for the intrinsically safe (ISAFE) and Radio Frequency (RF) PDET handhelds with their associated equipment, Vehicle mounted computers with their associated equipment, portable and network printers and other associated Hardware.

#### **5.2 Environmental Requirements**

##### **5.2.1 Intrinsically Safe Equipment (ISAFE)**

Equipment identified in this SOR as "intrinsically safe" will be used in areas where hazardous materials such as Ammunition or POL may be stored and must comply with the requirements in this section.

Intrinsically safe equipment (ISAFE) which will be used around Hazmat, ammunition and other ignitable substances must conform to the following:

- Class I, Divisions I & II, Groups A, B, C and D as defined in the Canadian Electrical Code, Part I, Section 18;
- Class II, Divisions I & II, Group E and F as defined in the Canadian Electrical Code, Part I, Section 18;
- Must have a label of an independent testing organization of CSA, UL or Factory, certifying that the equipment meets the Canadian Electrical Code for Intrinsically Safe requirement.

### 5.2.2 Commercially Rugged Equipment

Commercially rugged PDET equipment must be able to function in a normal warehouse type environment, including outdoors by loading areas. This requirement includes, but is not limited to, the following:

- able to sustain multiple, over 6 foot/ 1.8 metre drops to concrete, across the operating temperature range, as per MIL-STD 810G.;
- rain and dust resistance as per minimum IP65 specifications; and
- capable of operating in temperature from --20C to + 50C.

## 6. TECHNICAL REQUIREMENTS

### 6.1 Vehicle Mounted (VM-Large) Computer

The minimum requirements specified in the following table applies to VM-Large devices.

1. General	<ul style="list-style-type: none"> <li>a. Must have Microsoft Windows 7 Professional (or their more recent versions excluding Windows 8 family) pre-installed.</li> <li>b. Must have audio and visual signals for memory saturation, and low battery power.</li> <li>c. Must be capable of data entry using programmable function keys, alphanumeric characters and special characters.</li> <li>d. Must have the capability to support bilingual characters (English &amp; French).</li> <li>e. Must have a configurable suspend capability to conserve battery life.</li> </ul>
2. Environmental	<ul style="list-style-type: none"> <li>a. Must have a minimum IP65 environmental protection rating.</li> <li>b. Must be capable of functioning in operating temperature of -20C to +50C.</li> </ul>
3. Display	<ul style="list-style-type: none"> <li>a. Must be a high contrast, backlit colour screen.</li> <li>b. Must be a minimum of 10 inches in size.</li> <li>c. Must be a maximum of 15 inches in size.</li> <li>d. Must be a minimum of VGA resolution.</li> <li>e. Must be Touch Screen enabled.</li> <li>f. Must have a swivel mounting kit for MHE installation.</li> <li>g. Must have a mounting kit for a Power cart installation. See Note 2.</li> </ul>
4. Keyboard	<ul style="list-style-type: none"> <li>a. Must be alphanumeric with separate keys for alphabetic characters, numeric characters, scroll keys, and enter keys.</li> <li>b. Must be QWERTY layout.</li> <li>c. Must be capable of supporting a minimum of 6 function keys.</li> <li>d. Must have backlight capability.</li> <li>e. Must contain mounting kit for MHE installation.</li> <li>f. Must contain mounting kit for a Power cart. See Note 2.</li> <li>g. Must be wired to VM (no Bluetooth).</li> </ul>
5. Scanner Connection	<ul style="list-style-type: none"> <li>a. Must be capable of connection a USB bar code scanner. See Note1.</li> </ul>
6. Communications	<ul style="list-style-type: none"> <li>a. Must have a minimum of two USB 2.0 or higher ports.</li> <li>b. Must be capable of completely disabling Bluetooth</li> </ul>
7. Processor	<ul style="list-style-type: none"> <li>a. Must have minimum 1.6 GHz</li> </ul>
8. Memory	<ul style="list-style-type: none"> <li>a. Must have a minimum 2 GB of memory.</li> <li>b. Must have memory expansion capability.</li> </ul>
9. Mass Storage	<ul style="list-style-type: none"> <li>a. Must have a minimum 80 GB</li> </ul>
10. Wireless LAN	<ul style="list-style-type: none"> <li>a. Must be capable of IEEE 802.11 a/b/g/n WLAN operation.</li> <li>b. Must be capable of automatically switching between 802.11a/b/g/n.</li> <li>c. Must be able to actively scan for WLAN (i.e. WLAN SSID suppressed in beacons).</li> </ul>
11. Certifications	<ul style="list-style-type: none"> <li>a. Must be CSA 22.2 Certified.</li> <li>b. Must be certified by the Wi-Fi Alliance with regard to the 802.11 standards implemented</li> <li>c. Must be WPA2-Enterprise certified by the Wi-Fi Alliance.</li> <li>d. All cryptographic modules that implement a FIPS algorithm must be at least FIPS140-2 level 1 certified (or grandfathered FIPS140-1) or be in</li> </ul>

	<p>the process of being FIPS 140-2 certified.</p> <p>e. Must be Industry Canada RSS-210 Certified.</p>
12. Authentication	<p>a. Must provide 802.1x authentication support (supplicant) for EAP-TLS, EAP-TTLS (PAP, CHAP, MS-CHAP-V2, Generic-Token) and RSA SecurID. This support can either be embedded in the device or via a third party client. If a third party client is used, the third party client must be included in the submission.</p> <p>b. User must be prompted to enter their credentials including user ID at network logon time; credentials must not be required to be configured into the device.</p> <p>c. Device must be able to perform user re-authentication for a period of time (configured or set/over ridden by 802.1x authentication exchange) without user intervention.</p> <p>d. Once a session is terminated (log off, idle timeout or device power off/sleep) or the re-authentication period is exceeded, cached user credentials (user ID may be retained) must be destroyed.</p> <p>e. User credentials (user ID may be retained) may not be stored on the device between sessions.</p>
13. Antenna	<p>a. Must contain integrated internal antenna.</p> <p>b. Must have the capability to install an external antenna up to 6 feet from the VM.</p> <p>c. Must have an omni-directional external antenna available.</p> <p>d. Must have mounting brackets or kits for the installation of external antennas.</p>
14. Power	<p>a. Must be capable or being powered by DC voltage ranging from an unfiltered 12VDC to 48VDC source directly or via a DC to DC converter.</p> <p>b. Must have a power supply kit to connect to an AC source.</p>

## 6.2 Vehicle Mounted (VM-Medium) Computer

The minimum requirements specified in the following table applies to VM-Medium devices.

1. General	<p>a. Must have Windows 7 Professional (or their more recent versions excluding Windows 8 family) pre-installed</p> <p>b. Must have audio and visual signals for memory saturation, and low battery power.</p> <p>c. Must be capable of data entry using programmable function keys, alphanumeric characters and special characters.</p> <p>d. Must have the capability to support bilingual characters (English &amp; French).</p> <p>e. Must have a configurable suspend capability to conserve battery life.</p>
2. Environmental	<p>a. Must have a minimum IP65 environmental protection rating.</p> <p>b. Must be capable of functioning in operating temperature of --20C to +50C.</p>
3. Display	<p>a. Must be a high contrast, backlit colour screen.</p> <p>b. Must be a minimum of 6 inches in size.</p> <p>c. Must be a maximum of 10.5 inches in size.</p> <p>d. Must be a minimum of VGA resolution.</p> <p>e. Must be Touch Screen enabled.</p> <p>f. Must have a swivel mounting kit for MHE installation.</p> <p>g. Must have a mounting kit for Powercart installation. See Note 2.</p>

4. Keyboard	<ul style="list-style-type: none"> <li>a. Must be alphanumeric with separate keys for alphabetic characters, numeric characters, scroll keys, and enter keys.</li> <li>b. Must be QWERTY layout.</li> <li>c. Must be capable of supporting a minimum of 6 function keys.</li> <li>d. Must have backlight capability.</li> <li>e. Must contain mounting kit for MHE installation.</li> <li>f. Must contain mounting kit for a Powercart. See Note 2.</li> <li>g. Must be wired to VM (no Bluetooth)</li> </ul>
5. Scanner Connection	<ul style="list-style-type: none"> <li>a. Must be capable of connection a USB bar code scanner. See Note 1.</li> </ul>
6. Communications	<ul style="list-style-type: none"> <li>a. Must have a minimum of two USB 2.0 or higher ports.</li> <li>b. Must be capable of completely disabling Bluetooth.</li> </ul>
7. Mass Storage	<ul style="list-style-type: none"> <li>a. Must have minimum 80 GB</li> </ul>
8. Wireless LAN	<ul style="list-style-type: none"> <li>a. Must be capable of IEEE 802.11a/b/g/n operation.</li> <li>b. Must be capable of automatically switching between 802.11a/b/g/n.</li> <li>c. Must be able to actively scan for WLAN (i.e. WLAN SSID suppressed in beacons).</li> </ul>
9. Certifications	<ul style="list-style-type: none"> <li>a. Must be CSA 22.2 Certified.</li> <li>b. Must be certified by the Wi-Fi Alliance with regard to the 802.11 standards implemented.</li> <li>c. Must be WPA2-Enterprise certified by the Wi-Fi Alliance.</li> <li>d. All cryptographic modules that implement a FIPS algorithm must be at least FIPS140-2 level 1 certified (or grandfathered FIPS140-1) or be in the process of being FIPS 140-2 certified.</li> <li>e. Must be Industry Canada RSS-210 Certified.</li> </ul>
10. Authentication	<ul style="list-style-type: none"> <li>a. Must provide 802.1x authentication support (supplicant) for EAP-TLS, EAP-TTLS (PAP, CHAP, MS-CHAP-V2, Generic-Token) and RSA SecurID. This support can either be embedded in the device or via a third party client. If a third party client is used, the third party client must be included in the submission.</li> <li>b. User must be prompted to enter their credentials including user ID at network logon time; credentials must not be required to be configured into the device.</li> <li>c. Device must be able to perform user re-authentication for a period of time (configured or set/over ridden by 802.1x authentication exchange) without user intervention.</li> <li>d. Once a session is terminated (log off, idle timeout or device power off/sleep) or the re-authentication period is exceeded, cached user credentials (user ID may be retained) must be destroyed.</li> <li>e. User credentials (user ID may be retained) may not be stored on the device between sessions.</li> </ul>
11. Antenna	<ul style="list-style-type: none"> <li>a. Must contain integrated internal antenna.</li> <li>b. Must have the capability to install external antenna up to 6 feet from the VM.</li> <li>c. Must have an omni-directional external antenna available.</li> <li>d. Must have mounting brackets or kits for the installation of external antennas.</li> </ul>
12. Power	<ul style="list-style-type: none"> <li>a. Must be powered by DC voltage ranging from an unfiltered 12VDC to 48VDC source directly or via a DC to DC converter.</li> <li>b. Must have a power supply kit to connect to an AC source.</li> </ul>
13. Processor	<ul style="list-style-type: none"> <li>a. Must have a minimum 1.6 GHz</li> </ul>
14. Memory	<ul style="list-style-type: none"> <li>a. Must have a minimum 2 GB of memory.</li> </ul>

b. Must have memory expansion capability.
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**Notes:**

1. Powercart is a working surface on wheels incorporating its own power supply via a battery/inverter combination.
2. A Printer and an external scanner must connect simultaneously.

### 6.3 Handheld Computer (PDET)

The minimum requirements specified in the following table applies to Handheld PDET devices unless otherwise specified.

1. General	<ul style="list-style-type: none"> <li>a. Must have Windows Embedded Handheld 6.5 (or their more recent versions excluding Windows 8 family) pre-installed</li> <li>b. Must have audio and visual signals for valid and invalid barcode read, memory saturation, and low battery power.</li> <li>c. Must be capable of data entry using programmable function keys, alphanumeric characters and special characters.</li> <li>d. Must have the capability to support bilingual characters (English &amp; French).</li> <li>e. Must have a configurable suspend capability to conserve battery life.</li> <li>f. Must preserve data in memory while changing batteries.</li> <li>g. Must have a detachable pistol grip trigger assembly.</li> <li>h. Must have a belt holster that accommodates a handheld device with or without a pistol grip trigger.</li> </ul>
2. Environmental	<ul style="list-style-type: none"> <li>a. Must be able to sustain multiple, over 6 foot/ 1.8 metre drops to concrete, as per MIL-STD 810G.</li> <li>b. Must have a minimum IP65 environmental protection rating.</li> <li>c. Must be capable of functioning in operating temperature of --20C to + 50C.</li> </ul>
3. Display	<ul style="list-style-type: none"> <li>a. Must be a high contrast, backlit colour screen.</li> <li>b. Must be a minimum of 3.5 inches in size.</li> <li>c. Must be a minimum of VGA resolution 640*480 pixels.</li> <li>d. Must be Touch Screen enabled.</li> </ul>
4. Keyboard	<ul style="list-style-type: none"> <li>a. Must be alphanumeric with separate keys for alphabetic characters, numeric characters, scroll keys, and enter keys.</li> <li>b. Must be capable of supporting a minimum of 6 function keys.</li> <li>c. Must have backlight capability.</li> </ul>
5. Scanner	<ul style="list-style-type: none"> <li>a. Must be capable of scanning of Linear barcode Code 39.</li> <li>b. Must be capable of scanning of Linear barcode Code 128.</li> <li>c. Must be capable of scanning of Linear barcode GS1-128</li> <li>d. Must be capable of scanning 2D (2 dimensional) barcodes including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</li> <li>e. Must be capable of programming 1D (1 dimensional) scanning.</li> <li>f. Must be capable of programming 2D (2 dimensional) scanning.</li> <li>g. Must be capable of programming 1D only and 2D only and both 1D and 2D simultaneously scanning.</li> <li>h. Must be integrated into device.</li> </ul>
6. Communications	<ul style="list-style-type: none"> <li>a. Must have a minimum of one USB 2.0 or higher port</li> <li>b. Must have a docking station for configuration and file transfer from a PC device with one of the following slot configuration: <ul style="list-style-type: none"> <li>i. Single slot docking station; or</li> <li>ii. Multiple (up to 4) slot docking station.</li> </ul> </li> <li>c. Must have a docking cable to interface to a workstation USB port.</li> <li>d. Must be capable of completely disabling Bluetooth if so equipped.</li> </ul>
7. Mass Storage	<ul style="list-style-type: none"> <li>a. Must have a minimum 40 GB</li> </ul>
8. Wireless LAN	<ul style="list-style-type: none"> <li>a. Must be capable of IEEE 802.11a/b/g/n WLAN operation.</li> <li>b. Must be able to actively scan for WLAN (i.e. WLAN SSID suppressed in beacons).</li> </ul>



9. Certifications	<ul style="list-style-type: none"> <li>a. Must be CSA 22.2 certified</li> <li>b. Must be certified by the Wi-Fi Alliance with regard to the 802.11 standards implemented.</li> <li>c. Must be WPA2-Enterprise certified by the Wi-Fi Alliance.</li> <li>d. All cryptographic modules that implement a FIPS algorithm Must be FIPS140-2 level 1 certified (or grandfathered FIPS140-1) or be in the process of being FIPS 140-2 certified.</li> <li>e. Must be Industry Canada Certified.</li> </ul>
10. ISAFE Device	<ul style="list-style-type: none"> <li>a. Must conform to Class I, Divisions I &amp; II, Groups A, B, C and D as defined in the Canadian Electrical Code, Part I, Section 18.</li> <li>b. Must conform to Class II, Divisions I &amp; II, Group E and F as defined in the Canadian Electrical Code, Part I, Section 18.</li> <li>c. Must have a label of an independent testing organization of CSA, UL or Factory, certifying that the equipment meets the Canadian Electrical Code for Intrinsically Safe requirement.</li> </ul>
11. Authentication	<ul style="list-style-type: none"> <li>a. Must provide 802.1x authentication support (supplicant) for EAP-TLS, EAP-TTLS (PAP, CHAP, MS-CHAP-V2, Generic-Token) and RSA SecurID. This support can either be embedded in the device or via a third party client. If a third party client is used, the third party client must be included in the submission.</li> <li>b. User must be prompted to enter their credentials including user ID at network logon time; credentials must not be required to be configured into the device.</li> <li>c. Device must be able to perform user re-authentication for a period of time (configured or set/over ridden by 802.1x authentication exchange) without user intervention.</li> <li>d. Once a session is terminated (log off, idle timeout or device power off/sleep) or the re-authentication period is exceeded, cached user credentials (user ID may be retained) must be destroyed.</li> <li>e. User credentials (user ID may be retained) may not be stored on the device between sessions.</li> </ul>
12. Power	<ul style="list-style-type: none"> <li>a. Must be powered by a Lithium Ion battery that is hot swap capable.</li> <li>b. Must provide a minimum of six hours continuous usage on a single charge.</li> <li>c. Must have a multiple slot battery charger available.</li> </ul>
13. RFID Capable	<ul style="list-style-type: none"> <li>a. Units must be RFID capable or field upgradeable.</li> <li>b. Device or upgraded device must be capable of supporting EPC Generation 2 Global Standard.</li> <li>c. Device or upgraded device must be compatible with the latest ISO 18000-6 standard at time of Proposal.</li> </ul>
14. Processor	<ul style="list-style-type: none"> <li>a. Must have a minimum of 1.0 GHz</li> </ul>
15. Memory	<ul style="list-style-type: none"> <li>a. Must have a minimum 1 GB of memory.</li> <li>b. Must have memory expansion capability.</li> </ul>

#### 6.4 Bar Code Scanner

The minimum requirements are as follows:

1. Bar Code Scanner	<ul style="list-style-type: none"> <li>a. Must be capable of scanning of Linear barcode Code 39.</li> </ul>
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– Standard Range	<ul style="list-style-type: none"> <li>b. Must be capable of scanning of Linear barcode Code 128.</li> <li>c. Must be capable of scanning of Linear barcode GS1-128.</li> <li>d. Must be capable of communicating via a USB 2.0 or higher port.</li> <li>e. Must be capable of scanning 2D (2 dimension) code including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</li> <li>f. Must be handheld.</li> <li>g. Must be capable of scanning barcodes from 1 inch to 8 inches.</li> <li>h. Must have a support bracket.</li> </ul>
2. Bar Code Scanner – Long Range	<ul style="list-style-type: none"> <li>a. Must be capable of scanning of Linear barcode Code 3 9.</li> <li>b. Must be capable of scanning of Linear barcode Code 128.</li> <li>c. Must be capable of scanning of Linear barcode GS1-128.</li> <li>d. Must be capable of communicating via a USB 2.0 or higher port.</li> <li>e. Must be capable of scanning 2D (2 dimension) code including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</li> <li>f. Must be handheld.</li> <li>g. Must be capable of scanning barcodes up to 4 feet.</li> <li>h. Must have a support bracket.</li> </ul>
3. Bar Code Scanner – Very Long Range	<ul style="list-style-type: none"> <li>a. Must be capable of scanning of Linear barcode Code 3 9.</li> <li>b. Must be capable of scanning of Linear barcode Code 128.</li> <li>c. Must be capable of scanning of Linear barcode GS1-128.</li> <li>d. Must be capable of communicating via a USB 2.0 or higher port</li> <li>e. Must be capable of scanning 2D (2 dimension) code including but not limited to: PDF 417, Aztec, ECC200 data matrix and QR.</li> <li>f. Must be handheld.</li> <li>g. Must be capable of scanning barcodes up to 20 feet.</li> <li>h. Must have a support bracket.</li> </ul>

## 6.5 Maintenance and Support Services

The Contractor must provide ongoing support of the Product(s) provided in this SOR must be available to DND for a minimum of 5 years after the Product(s) is no longer manufactured.

The Contractor must provide 24/7 support and must provide DND with the expected time to resolve the problem(s) within the following timeframe:

- a. 1 hour (priority level 1 and 2 problems)
- b. 4 hours (priority level 3 and 4 problems)

The Contractor must take all necessary steps to resolve the problem(s) within the following timeframe:

- a. 48 hours (priority level 1 and 2 problems)
- b. 5 business days (priority level 3 and 4 problems)

Priority Level	Definition
1	A priority 1 is issued when there is a system or product failure or if the operation of the product feature fails to provide a basic function that can be deemed detrimental to the performance of the entire product. No work around available.
2	A Priority 2 is issued if an entire product feature, or a portion of it, does not operate as intended. Unlike the Priority 1 issue, the failure of the feature can be circumvented with a work around. However, the workaround is not considered to be a long-term solution.
3	A Priority 3 is issued when there is a deficiency in a product that may have the potential

	to adversely affect the operation, maintenance, or administration of the product but a workaround is available. However, the workaround is not considered to be a long-term solution.
4	A Priority 4 is issued if a minor deficiency is found in the product where an acceptable long-term workaround is available.

The Contractor must have a problem reporting structure with a toll free access in place for support to DND. The Contractor must provide DND with the reporting procedures no later than 10 business days after contract award. The reporting structure must provide DND with:

- a. A problem ticket # for tracking;
- b. The severity of the problem;
- c. The status of the problem;
- d. The plan to rectify; and
- e. The expected time to repair.

This information is to be provided to DND upon reporting a problem and whenever DND inquires on the status of the problem.

## Annex B - INSTRUCTIONS TO THE BIDDERS

### INSTRUCTIONS AND NOTES

#### **1 General Instructions:**

When completing the pricing sheet the Bidder is requested to only enter the firm price into unshaded areas. The spreadsheet will automatically calculate the shaded areas where necessary. The formula located in the shaded areas are not to be changed by the Bidder, unless instructed by SSC

#### **2 All unit prices must:**

- Be in Canadian Funds;
- Delivered Duty Paid (DDP); and
- Exclude Applicables Taxes.

#### **3 Weighting factors:**

Weighting factors used in the evaluation do not constitute a guaranteed minimum commitment.

#### **4 Bidders are requested to complete the following pricing sheet (tab):**

##### **4.1 Annex B1 - Purchased Hardware - Portable Data Entry Terminal**

Bidders is requested to fill columns C, F, I, L, O and R for Annex B1 or type "\$0.00" for items offered at no additional charges or included with other line item. Items that do not have a product/part number, Bidders are requested to type "N/A".

##### **4.2 Annex B2 - Optional Maintenance and Support Services (Return-to-Depot after Warranty Period)**

Bidders is requested to fill columns C, F and I of Annex B2 or type "\$0.00" for items offered at no additional charges or included with other line item. Items that do not have a product/part number, Bidders are requested to type "N/A".

Annex B1 - Purchased Hardware - Portable Data Entry Terminal (PDET)													TWO ADDITIONAL ONE-YEAR OPTIONS TO PURCHASE ADDITIONAL PORTABLE DATA ENTRY TERMINAL (PDET)					
INITIAL CONTRACT PERIOD																		
Line Item	Product Description	YEAR 1					YEAR 2			YEAR 3			OPTIONAL YEAR 4			OPTIONAL YEAR 5		
		Product / Part Number	Unit of Measure	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price
A	B	C	D	E	F	G= E x F	H	I	J= H x I	K	L	M= K x L	N	O	P= M x O	Q	R	S= Q x R
<b>Vehicle Mounted (VM-Large) Computer as detailed in section 6.1 of the SOR</b>																		
1	VM Computer - Large		Each	32		\$0.00	7		\$0.00	7		\$0.00	7		\$0.00	7		\$0.00
2	VM Mounting Kit for Material Handling Equipment (MHE)		Each	26		\$0.00	6		\$0.00	6		\$0.00	6		\$0.00	6		\$0.00
3	VM Mounting Kit for a Powercart		Each	8		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00
4	Keyboard		Each	8		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00
5	Keyboard Mounting Kit for MHE		Each	2		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00
6	Keyboard Mounting Kit for a Powercart		Each	8		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00
7	Cable to extend Keyboard from VM		Each	2		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00
8	External Antenna with 6 feet cable and mounting kit		Each	22		\$0.00	5		\$0.00	5		\$0.00	5		\$0.00	5		\$0.00
9	Configuration cable to interface to workstation USB port		Each	17		\$0.00	4		\$0.00	4		\$0.00	4		\$0.00	4		\$0.00
10	Power Supply for 110VAC source connection		Each	32		\$0.00	7		\$0.00	7		\$0.00	7		\$0.00	7		\$0.00
11	Power Supply Kit (unfiltered 12VDC to 60 VDC or DC to DC converter		Each	22		\$0.00	5		\$0.00	5		\$0.00	5		\$0.00	5		\$0.00
<b>Vehicle Mounted (VM-Medium) Computer as detailed in section 6.2 of the SOR</b>																		
12	VM Computer - Medium		Each	46		\$0.00	9		\$0.00	9		\$0.00	9		\$0.00	9		\$0.00
13	VM Mounting Kit for Material Handling Equipment (MHE)		Each	41		\$0.00	8		\$0.00	8		\$0.00	8		\$0.00	8		\$0.00
14	VM Mounting Kit for a Powercart		Each	10		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00	2		\$0.00
15	Keyboard		Each	5		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00
16	Keyboard Mounting Kit for MHE		Each	5		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00
17	Keyboard Mounting Kit for a Powercart		Each	5		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00
18	Cable to extend Keyboard from VM		Each	5		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00	1		\$0.00
19	External Antenna with 6 feet cable and mounting kit		Each	16		\$0.00	3		\$0.00	3		\$0.00	3		\$0.00	3		\$0.00
20	Configuration cable to interface to workstation USB port		Each	46		\$0.00	9		\$0.00	9		\$0.00	9		\$0.00	9		\$0.00
21	Power Supply for 110VAC source connection		Each	21		\$0.00	4		\$0.00	4		\$0.00	4		\$0.00	4		\$0.00

Annex B1 - Purchased Hardware - Portable Data Entry Terminal (PDET)													TWO ADDITIONAL ONE-YEAR OPTIONS TO PURCHASE ADDITIONAL PORTABLE DATA ENTRY TERMINAL (PDET)								
INITIAL CONTRACT PERIOD																					
Line Item	Product Description	YEAR 1					YEAR 2			YEAR 3			OPTIONAL YEAR 4			OPTIONAL YEAR 5					
		Product / Part Number	Unit of Measure	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price	Weighting Factor	Firm Unit Price (See Note 1)	Extended Total Price			
22	Power Supply Kit (unfiltered 12VDC to 60 VDC or DC to DC converter)		Each	21		\$0.00	4		\$0.00	4		\$0.00	4		\$0.00	4		\$0.00			
<b>Handheld Computer (PDET) as detailed in section 6.3 of the SOR</b>																					
23	PDET Handheld (including 1 battery)		Each	231		\$0.00	46		\$0.00	46		\$0.00	46		\$0.00	46		\$0.00			
24	Pistol Trigger for PDET Handheld		Each	200		\$0.00	40		\$0.00	40		\$0.00	40		\$0.00	40		\$0.00			
25	Additional PDET Handheld Batteries		Each	205		\$0.00	41		\$0.00	41		\$0.00	41		\$0.00	41		\$0.00			
26	PC Docking Station - single slot (USB) w/power supply, cord and corresponding active sync USB cable		Each	110		\$0.00	22		\$0.00	22		\$0.00	22		\$0.00	22		\$0.00			
27	PC Docking Station - multiple slot (USB) w/power supply, cord and corresponding active sync USB cable		Each	70		\$0.00	14		\$0.00	14		\$0.00	14		\$0.00	14		\$0.00			
28	Belt with Belt Holster		Each	125		\$0.00	25		\$0.00	25		\$0.00	25		\$0.00	25		\$0.00			
29	Battery Charger 4 slots w/power supply and cord		Each	106		\$0.00	21		\$0.00	21		\$0.00	21		\$0.00	21		\$0.00			
30	RFID Adapters (including any required connection Hardware of not integrated)		Each	55		\$0.00	11		\$0.00	11		\$0.00	11		\$0.00	11		\$0.00			
<b>Bar Code Scanner as detailed in section 6.4 of the SOR</b>																					
31	Bar Code Scanner - Standard Range		Each	223		\$0.00	45		\$0.00	45		\$0.00	45		\$0.00	45		\$0.00			
32	Standard Range Scanner Support Bracket		Each	40		\$0.00	8		\$0.00	8		\$0.00	8		\$0.00	8		\$0.00			
33	Bar Code Scanner - Long Range		Each	85		\$0.00	17		\$0.00	17		\$0.00	17		\$0.00	17		\$0.00			
34	Longe Range Scanner Suport Bracket		Each	75		\$0.00	15		\$0.00	15		\$0.00	15		\$0.00	15		\$0.00			
35	Bar Code Scanner - Very Long Range		Each	61		\$0.00	12		\$0.00	12		\$0.00	12		\$0.00	12		\$0.00			
36	Very Long Range Scanner Support Bracket		Each	51		\$0.00	10		\$0.00	10		\$0.00	10		\$0.00	10		\$0.00			
					TOTAL PRICE	\$0.00				TOTAL PRICE	\$0.00				TOTAL PRICE	\$0.00				TOTAL PRICE	\$0.00

**Note 1: The firm unit price must include a 3 Year Warranty/Maintenance & Support Services.**

Annex B2 - Optional Maintenance and Support Services (Return-to-Depot after Warranty Period)										
Line Item	Product Description	OPTIONAL YEAR 1					OPTIONAL YEAR 2			
		Product / Part Number	Unit of Measure	Weighting Factor	Firm Monthly Price	Extended Total Price	Weighting Factor	Firm Monthly Price	Extended Total Price	
A	B	C	D	E	F	G= E x F	H	I	J= H x I	
<b>Vehicle Mounted (VM-Large) Computer as detailed in section 6.1 of the SOR</b>										
1	VM Computer - Large		Each	32		\$0.00	39		\$0.00	
2	Power Supply for 110VAC source connection		Each	32		\$0.00	39		\$0.00	
3	Power Supply Kit (unfiltered 12VDC to 60 VDC or DC to DC converter)		Each	22		\$0.00	27		\$0.00	
<b>Vehicle Mounted (VM-Medium) Computer as detailed in section 6.2 of the SOR</b>										
4	VM Computer - Medium		Each	46		\$0.00	55		\$0.00	
5	Power Supply for 110VAC source connection		Each	21		\$0.00	25		\$0.00	
6	Power Supply Kit (unfiltered 12VDC to 60 VDC or DC to DC converter)		Each	21		\$0.00	25		\$0.00	
<b>Handheld Computer (PDET) as detailed in section 6.3 of the SOR</b>										
7	PDET Handheld (including 1 battery)		Each	231		\$0.00	277		\$0.00	
8	Pistol Trigger for PDET Handheld		Each	200		\$0.00	240		\$0.00	
9	Additional PDET Handheld Batteries		Each	205		\$0.00	246		\$0.00	
10	PC Docking Station - single slot (USB) w/power supply, cord and corresponding active sync USB cable		Each	110		\$0.00	132		\$0.00	
11	PC Docking Station - multiple slot (USB) w/power supply, cord and corresponding active sync USB cable		Each	70		\$0.00	84		\$0.00	
12	Battery Charger 4 slots w/power supply and cord		Each	106		\$0.00	127		\$0.00	
13	RFID Adapters (including any required connection Hardware of not integrated)		Each	55		\$0.00	66		\$0.00	
<b>Bar Code Scanner as detailed in section 6.4 of the SOR</b>										
14	Bar Code Scanner - Standard Range		Each	223		\$0.00	268		\$0.00	
15	Bar Code Scanner - Long Range		Each	85		\$0.00	102		\$0.00	
16	Bar Code Scanner - Very Long Range		Each	61		\$0.00	73		\$0.00	
					TOTAL PRICE	\$0.00			TOTAL PRICE	\$0.00

**BID EVALUATED PRICE SUMMARY SHEET**

<b>SUMMARY SHEET- ALL COMPONENTS</b>			
Description	Initial Period of 3 Years	Optional Periods of 2 Years for Purchased Portable Data Entry Terminal (PDET)	Total for 5 Years
	Bid Price	Bid Price	Bid Price
Annex B1 - Purchased Hardware - Portable Data Entry Terminal (PDET)	\$0.00	\$0.00	\$0.00

Description	Initial Period of 3 Years	Optional Periods of 2 Years for Maintenance & Support Services	
	Bid Price	Bid Price	Bid Price
Annex B2 - Maintenance and Support Services (Return-to-Depot after Warranty Period)	N/A	\$0.00	\$0.00
<b>TOTAL BID PRICE</b>			

**TOTAL BID EVALUATED PRICE FOR 5 YEARS = \$0.00**



**ANNEX C  
REQUISITION ON CONTRACT (ROC)**

<b>Date of Issuance:</b> YYYY/MM/DD	
<b>Contractor Name:</b>	
<b>Contract Number:</b>	
<b>ROC number:</b>	<b>ROC Revision Number:</b>
<b>Financial Coding:</b>	

**AUTHORIZATION FOR GOODS AND/OR SERVICES TO BE PROVIDED**

<b>Delivery Date:</b> YYYY/MM/DD	
<b>Delivery Location:</b>	
<b>Installation Site:</b>	
<b>Special Delivery Requirement:</b>	
<b>Special Site Delivery or Installation Requirements:</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Specification:</b>	
<b>Contractor's Response need by:</b> YYYY/MM/DD	

**DESCRIPTION OF GOODS AND/OR SERVICES**

Item No.	Product/Part Number	Description of Goods and/or Services	Quantity	Firm Unit Price	Extended Price
				<b>Subtotal:</b>	
				<b>Applicable Taxes:</b>	
				<b>TOTAL:</b>	

<b>CONTRACTOR'S SIGNATURE</b>	
Name, Title and Signature of Individual Authorized to Sign on behalf of Contractor (type or print)	Signature: _____ Date: _____
<b>APPROVAL - SIGNING AUTHORITY</b>	
<b>Signatures (National Defence)</b> Name, Title and Signature of Individual Authorized to sign:  Technical Authority: _____  Date: _____	<b>Signatures (SSC)</b>  Contracting Authority <sup>1</sup> : _____  Date: _____

<sup>1</sup> Signature required for Goods and/or Services valued at \$100,001.00 or more.

You are requested 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 services listed herein and in any attached sheets at the price set out thereof.

PORTABLE DATA ENTRY TERMINALS DEPOTS AND  
BASES HARDWARE  
Request for Proposals  
for  
Shared Services Canada

Supply Chain Security Information  
FORM B

Solicitation No.: xxxx

Bidder Name:	
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**Title: PORTABLE DATA ENTRY TERMINALS DEPOTS AND BASES HARDWARE**

FORM B - IT Product List								
Line Item #	Location (a)	Product Type (b)	IT Component (c)	Product Acquisition Date (MM/YYYY or Undetermined future date) (d)	Model Name/ Number (e)	Description and Purpose (f)	Product Manufacturer and/or Software Publisher (g)	Name of Subcontractor (if equipment is being provided by a subcontractor) (h)
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

Bidder Name:	
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**Title: PORTABLE DATA ENTRY TERMINALS DEPOTS AND BASES HARDWARE**

FORM B - IT Product List								
Line Item #	Location (a)	Product Type (b)	IT Component (c)	Product Acquisition Date (MM/YYYY or Undetermined future date) (d)	Model Name/ Number (e)	Description and Purpose (f)	Product Manufacturer and/or Software Publisher (g)	Name of Subcontractor (if equipment is being provided by a subcontractor) (h)
17								
18								
19								
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25								
26								
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28								
29								
30								
31								
32								
33								

Bidder Name:	
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**Title: PORTABLE DATA ENTRY TERMINALS DEPOTS AND BASES HARDWARE**

FORM B - IT Product List								
Line Item #	Location (a)	Product Type (b)	IT Component (c)	Product Acquisition Date (MM/YYYY or Undetermined future date) (d)	Model Name/ Number (e)	Description and Purpose (f)	Product Manufacturer and/or Software Publisher (g)	Name of Subcontractor (if equipment is being provided by a subcontractor) (h)
34								
35								
36								
37								









# SCSI Scope

