

RETURN BIDS TO: RETOURNER LES SOUMISSIONS A :

Bid Receiving/Réception des soumissions

RCMP "H" Division HQ RCMP Mailstop # H-066 80 Garland Avenue DARTMOUTH, NS B3B 0A7

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

Proposal to: Royal Canadian Mounted Police

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition aux : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaires:

Title – Sujet GPS/GLONASS Total Station				Date January 27, 2016		
Solicitatio M1000 6 4	n No. – № de l 'i 912	invitation				
Client Ref	erence No No	. De Référ	ence du (Clien	nt	
Solicitatio	n Closes – L'in	vitation pr	end fin			
At /à :	: 2:00 PM			AST (Atlantic Standard Time) HNA (heure normale de l'Atlantique)		
On / le :	February 11, 2	2016				
Delivery - Livraison See herein — Voir aux présentes Taxes See he aux pre			in — Voir		Duty – Droits See herein — Voir aux présentes	
services See herein	n of Goods and — Voir aux prés ns — Voir aux prés	sentes	– Destina	ation	s des biens et	
Adresser to Rosalee Pa	nquiries to – toute demande arsons rsons@rcmp-gro	_	gnements	s à		
Telephone No. – N° de téléphone 902-720-5112			Facsimile No. – N° de télécopieur 902-426-7136			
Delivery Required – Livraison exigée See herein — Voir aux présentes			Delivery Offered – Livraison proposée			
	rm Name, Addre t représentant c				– Raison sociale, epreneur:	

Telephone No. – N° de téléphone	Facsimile No. – N° de télécopieur				
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)					
Signature	Date				





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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement associated with the requirement.

1.2 Requirement

The Royal Canadian Mounted Police (RCMP) has a requirement for two (2) GPS/GLONASS Total Stations to be delivered to Clarenville NL. The requirement is detailed under the "Requirement" at Annex "A". The requested delivery date for the two (2) units and accessories is on or before March 25, 2016. An option to purchase an additional two (2) units on or before March 31, 2017 is included.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

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

1.4 Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa.opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Section 01 – Integrity Provisions – Bid of 2003 referenced above is amended as follows:

Delete subsection 1.4 and 1.5 in their entirety.

2.1.1 SACC Manual Clauses

B3000T (2006-06-16), Equivalent Products

2.2 Submission of Bids

Bids must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

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

2.2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 5 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.4 Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:



Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green
Procurement (http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

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

3.1.1 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

3.1.2 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.



4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The mandatory technical criteria is detailed under the "Requirement" at Annex "A".

4.1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, DDP Incoterms 2010, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

- **4.2.1** A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.
- **4.2.2** 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.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated information to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Precedent to Contract Award

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

5.1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in the Standard Instructions identified in this solicitation. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for



employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada (ESDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid " list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

6.3.1 General Conditions

2010A (2014-11-27), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Section 29 – Integrity Provisions - Contract of 2010A referenced above is amended as follows:

Delete subsection 29.4 in its entirety.

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before March 25, 2016.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A "Requirement" and Annex B "Basis of Payment" of the Contract under the same conditions



and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before March 31, 2017 by sending a written notice to the Contractor.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Rosalee Parsons Title: Team Leader

Royal Canadian Mounted Police

Procurement and Contracting Branch Atlantic Region

Telephone: 902-720-5112 Facsimile: 902-426-7136

E-mail address: rosalee.parsons@rcmp-grc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Project Authority

To be determined upon award of contract.

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

Legal Company Name: Operating Name (if different from above): Mailing Address:	
For General Inquiries: Name of Authorized Representative: Telephone: Facsimile: E-mail:	
For Delivery Follow-up: Name of Authorized Representative: Telephone: Facsimile: E-mail:	



6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s), as specified in Annex "B" "Basis of Payment" for a cost of \$ _____ (amount to be inserted at contract award). Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.2 Single Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

6.6.3 Inspection and Acceptance

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

6.7 Invoicing Instructions

- 6.7.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
- 6.7.2 Invoices must be distributed as follows:
 - a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications

6.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.9 Applicable Laws

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



6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2014-11-27), General Conditions Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ (date to be inserted upon contract award).

6.11. Procurement Ombudsman

6.11.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

6.11.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the Department of Public Works and Government Services Act will review a complaint filed by [the supplier or the contractor or the name of the entity awarded this contract] respecting administration of this contract if the requirements of Subsection 22.2(1) of the Department of Public Works and Government Services Act and Sections 15 and 16 of the Procurement Ombudsman Regulations have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

6.12 SACC Manual Clauses

B3000T (2006-06-16), Equivalent Products

ANNEX A REQUIREMENT

The Contractor must supply and deliver two (2) GPS/GLONASS Total Stations, base and rover complete package with external data collectors and accessories to Royal Canadian Mounted Police in Clarenville Newfoundland and Labrador. The requested delivery date for the two (2) units and accessories is on or before March 25, 2016. An option to purchase an additional two (2) units on or before March 31, 2017 is included.

INSTRUCTIONS TO BIDDERS:

Bidders should indicate whether or not they comply with the specification by checking yes or no for each line.

Bidders should include descriptive literature (brochure) of the make and model of the item(s) offered in sufficient detail to clearly indicate compliance with each of the individual requirements detailed herein.

Bidders should write in the page number in their descriptive literature (i.e. brochure) where this requirement is detailed for each line. When the descriptive literature (brochure) does not detail the requirement, a written narrative demonstrating compliance will be accepted. Please write the narrative in the "Page #" column.

Bidder's Company Name: _	
Make and Model Offered: _	

Specification and Mandatory Requirements

			liance	Page # of attached
#	Description	Yes	No	literature/brochure where this requirement is detailed
1.	RTK (Real Time Kinematic) Performance			
1.1	Each total station must be GPS (Global Positioning System) + GLONASS (Global Navigation Satellite System) RTK, and upgradable to GALILEO.			
1.2	1 cm + 1ppm Horizontal for each station			
1.3	2 cm + 2ppm Vertical for each station			
1.4	Average time to fix: must be 10s or less for each station			
1.5	Availability: must be 99%			
2.	Communication			
2.1	Each station must include Internal integrated Bluetooth radio			
2.2	Each station must include an Internal 1 Watt digital UHF(Ultra High Frequency)Transceiver (radio) with 430-470 MHZ band.			



Each station must include an Internal quad-band GSM 2.3 (Global System for Mobile Communications) modem for real time network connection. Each station must be configurable for Base or Rover 2.4 operation from same unit. Each station must include a minimum of one Serial Port for 2.5 external radio connection. Each station must include a serial cable for data collector 2.6 operation in addition to Bluetooth. 3. **Data Storage** Each station must have the capacity to store RTK points in data collector OR tablet (IE something like the Algiz 7 by Hand Held or Trimble Yuma or Mesa notebook (tablet by 3.1 Juniper) or ipad2 or equivalent products) with ID and description. A camera is not required. Each station must include a full alphanumeric keyboard (A-3.2 Z and 0-9, it is understood that a tablet will not have this feature but will be acceptable). Each station must have a full VGA (Video Graphics Array) 3.3 color touch screen. 3.4 Each station must include Integrated Bluetooth. Must have a minimum 500 MB internal storage memory for 3.5 each station. Must have a minimum of 1 USB &1 serial ports and 2 3.6 cables per station. The recorder RTK file for each station must be recognized and imported into Visual Statement Inc. and FARO 3.7 Technologies Inc. CAD (Computer Aided Drafting) programs. Raw data must be stored on removable data card or USB 3.8 drive, minimum 1 GB for each station. 4. Power Must have two hot swap internal Li-Ion batteries with external push button access, or batteries sufficient to last 4.1 for 12 hours. All batteries, for the base, rover and data collector must be able to be charged externally from these units for each station. Must have a minimum an External 12 VDC power input. for 4.2 each station Minimum battery operation temperature must be: -20 4.3 degrees C for each station Must include 2 year warranty on GNNS (Global Navigation 4.4 Satellite System) receiver for each station 5. Model The total stations provided must be the manufacturer's 5.1 most recent model. 6. **Support** 6.1 Must provide free 24hr/365 day phone support



6.2	Must provide free On-site training at the bidder's premises in St. John's, NL or within a 100 km radius of St. John's NL. Training must be conducted in English. The maximum RCMP members to be trained is four (4), minimum will be two (2). Training to be conducted during regular business hours 0800 – 1600 hours on a date agreed upon by the RCMP. Training to take place no later than two (2) months from the date the units are delivered.		
6.3	Must provide Repair & Support from the bidder's premises in St. John's, NL or within a 100 km radius of St. John's NL		
7.	Accessories		
7.1	Must include a minimum of 2 Battery Chargers for each station		
7.2	Must include a minimum of 2 Serial & power cables for each station		
7.3	Must include a Tripod with tribrach and adapter for base station for each station		
7.4	Must include a 2 metre carbon fibre range pole for each station		
7.5	Must include vehicle roof mount for base station for each station		
7.6	Must include carrying case for base and rover for each station		
7.7	Must include a carrying case for tripod for each station		

ANNEX B

BASIS OF PAYMENT

Delivery Address:

RCMP Traffic Services Collision Reconstruction Program 174 Trans-Canada Highway Clarenville NL A5A 1Y3

Att: Cpl. Oliver Whiffen

Description	Quantity	Unit Price (in accordance with Annex A)	Extended Price (excluding HST and/or all other applicable taxes)
GPS/GLONASS Total Station, base and rover complete package with external data collector and accessories (see Annex A Requirement for description) Shipping Delivered Duty Paid (DDP) Clarenville NL Incoterms 2010 for shipments from a commercial contractor. Costs must be included in unit pricing	2		

OPTIONAL PURCHASE

Description	Quantity	Unit Price (in accordance with Annex A)	Extended Price (excluding HST and/or all other applicable taxes)
GPS/GLONASS Total Station, base and rover complete package with external data collector and accessories (see Annex A Requirement for description) Shipping Delivered Duty Paid (DDP) Clarenville NL Incoterms 2010 for shipments from a commercial contractor. Costs must be included in unit pricing	2		

	(Extended price of the 2 firm units) +	·(Extended	price of 2 optional units)
=	(Total evaluated price).		

Shipping

Where applicable, suppliers are encouraged to:

- Minimize packaging
- Include recycled content in packaging;
- Re-use packaging;
- Include a provision for a take-back program for packaging;
- Reduce/eliminate toxics in packaging.