



**RETURN BIDS TO :**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving Shared Services Canada | Services partagés Canada  
 180 Kent Street  
 Ottawa, Ontario  
 K1G 4A8  
 13<sup>th</sup> Floor

**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 **Instructions : See Herein** 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*

**This document contains a Security Requirement**

**Vendor/Firm Name and address**  
**Raison sociale et adresse du fournisseur/de l'entrepreneur**

**Issuing Office – Bureau de distribution**

*Shared Services Canada – SA Authority*  
 Procurement Operations  
 180 Kent Street  
 Ottawa, Ontario  
 K1G 4A8

<b>Title – Sujet</b> Professional Services - Mainframe Support Services	
<b>Solicitation No. – N° de l'invitation</b> 2B0KB-17-2482	<b>Date</b> January 24, 2017
<b>Client Reference No. – N° référence du client</b> RAS 2482	
<b>Buy &amp; Sell Reference No. – N° de reference de SEAG</b> 2B0KB-17-2482	
<b>File No. – N° de dossier</b> 2B0KB-17-2482	<b>TBIPS Supply Arrangement</b> EN578-05-5605
<b>Solicitation Closes – L'invitation prend fin</b> <b>at – à 2 :00 PM</b> <b>on – le 14-Feb-2017</b>	
<b>Time Zone</b> Fuseau horaire Daylight Saving Time DST	
<b>F.O.B. - F.A.B.</b> Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
<b>Address Inquiries to : - Adresser toutes questions à:</b> Julie Watson-Bampton	<b>Buyer Id – Id de l'acheteur</b> C09
<b>Telephone No. – N° de téléphone :</b> 613-790-5915	<b>FAX No. – N° de FAX</b> 613-948-0990
<b>Destination – of Goods, Services, and Construction:</b> <b>Destination – des biens, services et construction :</b> See Herein	

**Instructions: Voir aux présentes**

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



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## **PART 1 - GENERAL INFORMATION**

### **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 Security, Financial and Other 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 Work, the Basis of Payment, the Security Requirements Checklist, the Insurance Requirements and any other annexes.

### **2. Summary**

- (a) This bid solicitation is being issued to satisfy the requirement of the Shared Services Canada (the "Client") for Task-Based Informatics Professional Services (TBIPS) under the TBIPS Supply Arrangement (SA) method of supply.
- (b) It is intended to result in the award up to three contract for a period from Contract Award to April 30, 2020, plus two (2) one (1) year irrevocable options allowing Canada to extend the term of the contracts.
- (c) There is a security requirement associated with this requirement. For additional information, see Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. Bidders should consult the "Security Requirements on PWGSC Bid Solicitations - Instructions for Bidders" document on the Departmental Standard Procurement Documents (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/index-eng.html>) Website
- (d) The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP); the North American Free Trade Agreement (NAFTA); the Canada-Chile Free Trade Agreement (CCFTA); the Agreement on Internal Trade (AIT); the Canada-Peru Free Trade Agreement (CPFTA); The Canada-Columbia Free Trade Agreement; and the Canada-Panama Free Trade Agreement if it is in force.
- (e) Only selected TBIPS SA Holders currently holding a TBIPS SA for Tier 2 in the National Capital Region under the EN578-055605/1 series of Supply Arrangements (SAs) are invited to compete. The TBIPS Supply Arrangement EN578-055605/1 is incorporated by reference and forms part of this bid solicitation, as though expressly set out in it, subject to any express terms and conditions contained in this bid solicitation. The capitalized terms not defined in this bid solicitation have the meaning given to them in the TBIPS SA.



- (f) The following Categories of Personnel are required on an “as and when requested” basis in accordance with Annex “B” of the TBIPS SA:

	Resource Category	Level	Category of Personnel
<b>Stream 3: IM/IT Services</b>			
I.9	Systems Administrator	3	Mainframe z/os
I.9	Systems Administrator	3	Mainframe z/Linux
I.9	Systems Administrator	2	Mainframe z/Linux
I.9	Systems Administrator	3	Websphere / MQ on Mainframe
I.9	Systems Administrator	3	CICS on Mainframe
I.9	Systems Administrator	2	Mainframe Storage Product Solution
I.9	Systems Administrator	3	Mainframe Network
I.9	Systems Administrator	3	z/OS Performance Management & Reporting

**3. Debriefings**

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 10 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

**4. Conflict of Interest – Unfair Advantage**

4.1 In order to protect the integrity of the procurement process, bidders are advised that Canada may reject a bid in the following circumstances:

- a. if the Bidder, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the bid solicitation or in any situation of conflict of interest or appearance of conflict of interest;
  - b. if the Bidder, any of its subcontractors, any of their respective employees or former employees had access to information related to the bid solicitation that was not available to other bidders and that would, in Canada's opinion, give or appear to give the Bidder an unfair advantage.
2. The experience acquired by a bidder who is providing or has provided the goods and services described in the bid solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This bidder remains however subject to the criteria established above.
  3. Where Canada intends to reject a bid under this section, the Contracting Authority will inform the Bidder and provide the Bidder an opportunity to make representations before making a final decision. Bidders who are in doubt about a particular situation should contact the Contracting Authority before bid closing. By submitting a bid, the Bidder represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Bidder acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.



## **PART 2 - BIDDER INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions](http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/ach-eng.jsp) (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/ach-eng.jsp>) Manual issued by Public Works and Government Services Canada.

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

The 2003 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: sixty (60) days

Insert: one hundred twenty (120) days

### **2. Submission of Bids**

Bids must be submitted only to Shared Services Canada (SSC) Procurement Operations 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 SSC will not be accepted.

### **3. Enquiries - Bid Solicitation**

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

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

### **4. Applicable Laws**

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

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

### **5. 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 reasons 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 in accordance with the article entitled "Enquiries - Bid Solicitation". Canada will have the right to accept or reject any or all suggestions.

**6. Volumetric Data**

The Total Estimated # resources data has been provided to Bidders to assist them in preparing their bids. The inclusion of this data in this bid solicitation does not represent a commitment by Canada that Canada's future usage of number of resources per year will be consistent with this data. It is provided purely for information purposes.

	Resource Category	Level	Category of Personnel	Estimated # of Resources
<b>Stream 3: IM/IT Services</b>				
I.9	Systems Administrator	3	Mainframe z/os	6
I.9	Systems Administrator	3	Mainframe z/Linux	1
I.9	Systems Administrator	2	Mainframe z/Linux	1
I.9	Systems Administrator	3	Websphere / MQ on Mainframe	8
I.9	Systems Administrator	3	CICS on Mainframe	1
I.9	Systems Administrator	2	Mainframe Storage Product Solution	1
I.9	Systems Administrator	3	Mainframe Network	2
I.9	Systems Administrator	3	z/OS Performance Management & Reporting	4



## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1.1 Bid Preparation Instructions**

#### **Canada will accept electronic copies of the response e-mailed to:**

Julie Watson-Bampton  
julie.bampton@canada.ca

If electronic copies of the response are not e-mailed the following applies:

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

- (i) Section I: Technical Bid (3 hard copies and 1 soft copy) – soft copy on CD/DVD Drive in MS Office Word Compatible Format.
- (ii) Section II: Financial Bid (1 hard copy and 1 soft copy) – soft copy on CD/DVD in MS Office Word Compatible Format.
- (iii) Section III: Certifications (1 hard copy).

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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

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

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

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

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

### **3.1.2**

Multiple bids from the same Bidder (or a bid from a Bidder and another bid from any of its affiliates) are not permitted in response to this bid solicitation. Each Bidder must submit only a single bid. For the purpose of this bid solicitation, individual members of a joint venture cannot participate in another bid, either by submitting a bid alone or by participating in another joint venture. If any Bidder submits more than one bid (or an affiliate also submits a bid), either on its own or as part of a joint venture, Canada will choose in its discretion which bid to consider.

## **3.2 Section I: Technical Bid**

3.2.1 The technical bid consists of the following:





- (i) **Bid Submission Form:** Bidders are requested to include the Bid Submission Form - Attachment 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, the Bidder's Procurement Business Number, the Bidder's status under the Federal Contractors Program for Employment Equity, 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:** The technical bid must substantiate the compliance with the specific articles of Attachment 2, which is the requested format for providing the substantiation. The substantiation must not simply be a repetition of the requirement(s), but must explain and demonstrate how the Bidder will meet the requirements and carry out the required Work as of bid closing date. Simply stating that the Bidder complies is not sufficient. Where Canada determines that the substantiation is not complete, the Bidder will be considered non-responsive and disqualified. The substantiation may refer to additional documentation submitted with the bid - this information can be referenced in the "Reference to additional documentation within the bid" columns of Attachment 2, where bidders are requested to indicate where in their 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.
- (iii) **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.  
Extension of Time: If additional time is required by the Bidder, the Contracting Authority may grant an extension in his or her sole discretion.
- (iv) **Customer Reference Contact Information:** When requested by Canada, the Bidder must provide customer references who must each confirm, the facts identified in the Bidder's bid. For each customer reference, the Bidder must, at a minimum, provide the name and either the telephone number or e-mail address for a contact person. Bidders are also requested to include the title of the contact person. If the named individual is unavailable when required during the evaluation period, the Bidder may provide the name and contact information of an alternate contact from the same customer.
- (v) **Proposed Resources:** The technical bid must include résumés for the resources identified in the bid solicitation. The technical bid must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements) as of bid closing date. With respect to the proposed resources:

  - (A) Proposed resources may be employees of the Bidder or employees of a subcontractor, or these individuals may be independent contractors to whom the Bidder would subcontract a portion of the Work (refer to Part 5, Certifications).
  - (B) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programs that were successfully completed by the resource by the time of bid closing.
  - (C) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of bid closing and must continue, where applicable, to be a member in good standing of the profession's governing body throughout the evaluation and Contract Period.



- (D) For work experience, Canada will not consider experience gained as part of an educational program, except for experience gained through a formal co-operative program at a post-secondary institution.
- (E) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the technical bid does not include the relevant date(s) (month and year) for the experience claimed (i.e., the start date and end date).
- (F) For work experience to be considered by Canada, the technical bid must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as this bid solicitation, will not be considered "demonstrated" for evaluation purposes. The Bidder should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications/experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.

**(vi) Security Clearance:** Bidders must submit the following security information for each of the proposed resources with their bids on or before this bid solicitation's closing date.

<b>Security Information:</b>	<b>Supplier to insert data</b>
Name of individual as it appears on security clearance application form – <b>MANDATORY</b>	
Date of birth – <b>OPTIONAL</b>	
Level of security clearance obtained – <b>MANDATORY</b>	
Validity period of security clearance obtained – <b>MANDATORY</b>	
Security Screening Certificate and Briefing Form file number – <b>MANDATORY</b>	
Name of the entity under which the security clearance was obtained – <b>MANDATORY</b>	
Name of federal Government Department under which security clearance was obtained. If the Federal Government Department is other than PWGSC, provide the name, telephone and fax numbers of the security clearance contact person within that department – <b>MANDATORY</b>	
If the security clearance is in the process, the date the application was submitted to CIISD with the level of security clearance requested. – <b>OPTIONAL</b>	

### 3.3 Section II: Financial Bid

3.3.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B."

### Section III: Certifications

Bidders must submit the certifications required under Part 5.



ATTACHMENT 1

BID SUBMISSION FORM

<b>BID SUBMISSION FORM</b>	
<b>Bidder's full legal name</b>	
<b>Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)</b>	Name
	Title
	Address
	Telephone #
	Fax #
	Email
<b>Bidder's Procurement Business Number (PBN)</b> [see the Standard Instructions 2003]	
<b>Jurisdiction of Contract:</b> Province 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 5 of the bid solicitation entitled Former Public Servant Certification for a definition of "Former Public Servant".	<p>Is the Bidder a FPS in receipt of a pension as defined in the bid solicitation? Yes ____ No ____</p> <p>If yes, provide the information required by the Article in Part 5 entitled "Former Public Servant Certification"</p>
	<p>Is the Bidder a FPS who received a lump sum payment under the terms of a work force reduction program? Yes ____ No ____</p> <p>If yes, provide the information required by the Article in Part 5 entitled "Former Public Servant Certification"</p>

**Federal Contractors Program for Employment Equity (FCP EE) Certification:**

If the bidder is exempt, please indicate the basis for the exemption to the right. If the bidder does not fall within the exceptions enumerated to the right, the Program requirements do apply and the bidder is required either to:

On behalf of the bidder, by signing below, I also confirm that the bidder [check the box that applies]:

(a) is not subject to Federal Contractors Program for Employment Equity (FCP-EE), because it has a workforce of less than 100 permanent full or part-time employees in Canada;



- (a) submit to the Department of HRSD form LAB 1168, Certificate of Commitment to Implement Employment Equity, DULY SIGNED; or
- (b) submit a valid Certificate number confirming its adherence to the FCP-EE.

Bidders are requested to include their FCP EE Certification or signed LAB 1168 with their bid; if this information is not provided in the bid, it must be provided upon request by the Contracting Authority during evaluation.

For joint ventures, be sure to provide this information for each of the members of the joint venture.

(b) is not subject to FCP-EE, because it is a regulated employer under the *Employment Equity Act*,

(c) is subject to the requirements of FCP-EE, because it has a workforce of 100 or more permanent full or part-time employees in Canada, but has not previously obtained a certificate number from the Department of Human Resources and Skills Development (HRSD) (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached; OR

(d) is subject to FCP-EE, and has a valid certification number as follows: \_\_\_\_\_ (and has not been declared an Ineligible Contractor by HRSD).

**Number of FTEs** [Bidders are requested to indicate, the total number of full-time-equivalent positions that would be created and maintained by the bidder if it were awarded the Contract. This information is for information purposes only and will not be evaluated.]

**Security Clearance Level of Bidder**

*[include both the level and the date it was granted]*

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:

1. The bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation;
2. This bid is valid for the period requested in the bid solicitation;
3. All the information provided in the bid is complete, true and accurate; and
4. 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.

**Signature of Authorized Representative of Bidder**



## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

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

- (a) **Mandatory Corporate and Technical Criteria:** Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. All elements of the bid solicitation that are mandatory requirements are identified specifically with the words "must" or "mandatory". Bids that do not comply with each and every mandatory requirement will be considered non-responsive and be disqualified. The mandatory evaluation criteria are described in Attachment 2 herein.
- (b) **Point-Rated Technical Criteria:** Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly. Bids that do not obtain the required pass mark of 70% for the point-rated technical criteria specified in this bid solicitation for each proposed resource will be considered non-responsive and be disqualified. The rated evaluation criteria are described in Attachment 2.
- (c) **Joint Venture Experience:** In accordance with Attachment 2 to PART 3 herein, except where expressly provided otherwise, at least one member of a joint venture Bidder must meet any given mandatory and rated requirement of this solicitation. Joint venture members cannot pool their abilities to satisfy any single mandatory and rated requirement of this solicitation. Wherever substantiation of a mandatory and rated requirement is required, the Bidder is requested to indicate which joint venture member satisfies the requirement. Any Bidder with questions regarding the way in which a joint venture proposal will be evaluated should raise such questions through the Enquiries process as early as possible during the solicitation period.

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 services, 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 requirement, 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 or in the case of a rated requirement no points would be allocated.

- (d) **Reference Checks:** Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the



contact at the reference is only available by telephone). Canada will not allocate any points nor consider a mandatory criterion met unless the response is received within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Bidder, the information supplied by the reference will be the information assessed. Points will not be allocated nor a mandatory criteria considered as met if the reference customer is not a customer of the Bidder itself (for example, the customer cannot be the customer of an affiliate of the Bidder). Nor will points be allocated nor a mandatory criterion considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Bidder. Crown references will be accepted.

**(e)Number of Resources Evaluated:**

Canada will evaluate the number of resumes per category as follows:

	<b>Resource Category</b>	<b>Level</b>	<b>Category of Personnel</b>	<b>Number of Resources</b>
I.9	Systems Administrator	3	Mainframe z/os	1
I.9	Systems Administrator	3	Mainframe Z/Linux	1
I.9	Systems Administrator	3	Mainframe <b>Websphere / MQ on Mainframe</b>	1

Following contract award and once specific tasks have been identified, resources will be authorized in accordance with Part 7 - Resulting Contract Clauses, Article 7.2 Task Authorization. When a Task Authorization Form (TA Form) is issued, the Contractor will be requested to propose one or more resources to satisfy the specific requirement based on the TA Form's Statement of Work. The proposed resource(s) will then be assessed against the mandatory requirements identified in the Contract.

**(f)Technically Responsive Bid:** A technically responsive bid is one that complies with the following:

To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation;
- b. meet all Corporate and Technical mandatory criteria; and
- c. obtain the required minimum of 70% for Corporate and **for each proposed resource,** per Rated Criteria

Bids not meeting (a), (b) and (c) will be declared non-responsive.

The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.

To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%.

**4.3 Financial Evaluation**

**(a)** The financial evaluation will be conducted using the firm per diem rates provided by the technically responsive bid(s) to calculate the Total Financial Score.

**(b)** There are two financial evaluation methods possible for this requirement. Method 1 will be used if 3 or more bids are determined to be technically responsive (see 4.3 (c)), and Method 2 will be used if fewer than 3 bids are determined to be technically responsive (see 4.3 (d)).



**METHOD 1:** The following financial evaluation method will be used if 3 or more bids are determined to be technically responsive:

**STEP 1 - ESTABLISHING THE LOWER AND UPPER MEDIAN BANDS FOR EACH PERIOD AND EACH CATEGORY OF PERSONNEL:**

The Contracting Authority will establish, for each period and each Category of Personnel, the median band limits based on the firm per diem rates proposed by the technically responsive bids. For each period and each Category of Personnel, the median will be calculated using the median function in Microsoft Excel and will represent a range that encompasses the lower median rate to a value of minus (-) 10% of the median, and an upper median rate to a value of plus (+) 15% of the median.

**STEP 2 - POINT ALLOCATION:**

Points will be allocated for each period and each Category of Personnel as follow:

- (A) If a firm per diem rate for any given period and Category of Personnel is either lower than the established lower median band limit or higher than the established upper median band limit for that period and Category of Personnel, the Bidder who proposed such rate will be allocated 0 points for that period and Category of Personnel.
- (B) If a firm per diem rate for any given period and Category of Personnel is within the established upper and lower median band limits for that period and Category of Personnel, the Bidder who proposed such rate will obtain points for that period and Category of Personnel based on the following calculation, which will be rounded to two decimal places:

$$\frac{\text{Lowest proposed firm per diem rate within the median band limits}}{\text{Bidder's proposed firm per diem rate}} \times \text{Points Assigned (see Table 1)}$$

- (C) If a firm per diem rate for any given period and Category of Personnel is within the established median band limits for that period and Category of Personnel and is the lowest proposed firm per diem rate, the Bidder who proposed such rate will be allocated the applicable points assigned at Table 1 for that period and Category of Personnel.

**STEP 3 - TOTAL FINANCIAL SCORE:**

Points allocated under STEP 2 for each period and Category of Personnel will be added together and rounded to two decimal places to produce the Total Financial Score. Bidders will find attached an example of a financial evaluation using Method 1, refer to **TABLE 2, ATTACHMENT 1 TO PART 4**.

TABLE 1			
TBIPS ID	CATEGORY OF PERSONNEL	LEVEL	POINTS ASSIGNED
I.9	Systems Administrator	3	Mainframe z/os 300 (200 pts contract period – 50 points per option period)
I.9	Systems Administrator	3	Mainframe Z/Linux 300 (200 pts contract period – 50 points per option period)
I.9	Systems Administrator	2	Mainframe Z/Linux 300 (200 pts contract period – 50 points per option period)
I.9	Systems Administrator	3	Websphere / MQ on Mainframe 300 (200 pts contract period – 50 points per option period)
I.9	Systems Administrator	3	CICS on Mainframe 300 (200 pts contract period – 50 points per option period)



TABLE 1				
TBIPS ID	CATEGORY OF PERSONNEL		LEVEL	POINTS ASSIGNED
I.9	Systems Administrator	2	Mainframe Storage Product Solutions	300 (200 pts contract period – 50 points per option period)
I.9	Systems Administrator	3	Mainframe Network	300 (200 pts contract period – 50 points per option period)
I.9	Systems Administrator	3	z/os Performance Management & Reporting	300 (200 pts contract period – 50 points per option period)
<b>MAXIMUM FINANCIAL POINTS</b>				<b>2400</b>

**METHOD 2: The following financial evaluation method will be used if fewer than 3 bids are determined to be technically responsive:**

**STEP 1 - POINT ALLOCATION:** Points will be allocated to the Bidder, for each period and each Category of Personnel, using the following calculation which will be rounded to two decimal places:

$$\frac{\text{Lowest proposed firm per diem rate above}}{\text{Bidder's proposed firm per diem rate}} \times \text{Points Assigned at TABLE 1}$$

The Bidder with the lowest proposed firm per diem rate will be allocated the applicable points assigned at TABLE 1 above.

**STEP 2 - TOTAL FINANCIAL SCORE:** Points allocated under STEP 1, for each period and each Category of Personnel, will be added together and rounded to two decimal places, to produce the Total Financial Score for each Bidder.

#### 4.4 Basis of Selection

The technically responsive bid that obtains the highest Total Bidder Score will be recommended for award of a contract.

**STAGE 1 - Calculation of the Total Bidder Score:** The Total Bidder Score will be computed for each technically responsive bid in accordance with the following formula:

$$\text{Final Technical Score} + \text{Final Financial Score} = \text{Total Bidder Score}$$

The total possible Final Technical Score is 70 while the total possible Final Financial Score is 30.

**STAGE 2 - Calculation of Final Technical Score:** The Final Technical Score will be computed for each technically responsive bid by converting the Total Technical Score obtained for the point-rated technical criteria using the following formula, rounded to 2 decimal places:

$$\frac{\text{Total Technical Score}}{\text{Maximum Technical Points (635 pts.)}} \times 70 = \text{Final Technical Score}$$

**STAGE 3 - Calculation of Final Financial Score:** The Final Financial Score will be computed for each technically responsive bid by converting the Total Financial Score obtained for the financial evaluation using the following formula rounded to 2 decimal places:

$$\frac{\text{Total Financial Score}}{\text{Maximum Financial Points (2400 pts.)}} \times 30 = \text{Final Financial Score}$$





(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.

(c) If more than one bidder is ranked first because of identical overall scores, then the bidder with the highest Total Financial Score will become the top-ranked bidder



**ATTACHMENT 1 TO PART 4**

**EXAMPLE OF A FINANCIAL EVALUATION USING METHOD 1**

<b>TABLE 2</b>							
<b>Resource Category</b>	<b>Points Assigned</b>	<b>Bidder 1</b>		<b>Bidder 2</b>		<b>Bidder 3</b>	
		<b>Year 1</b>	<b>Year 2</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 1</b>	<b>Year 2</b>
Programmer Analyst	150 (75 pts. per year)	\$400.00	\$400.00	\$420.00	\$450.00	\$450.00	\$450.00
Business Analyst	100 (50 pts. per year)	\$600.00	\$600.00	\$600.00	\$620.00	\$650.00	\$820.00
Project Manager	50 (25 pts. per year)	\$555.00	\$900.00	\$750.00	\$800.00	\$700.00	\$800.00
<b>TOTAL</b>	300						

**STEP 1 - ESTABLISHING THE LOWER AND UPPER MEDIAN BANDS FOR EACH PERIOD AND EACH CATEGORY OF PERSONNEL**

(Median 1)	For the Programmer Resource Category, the year 1 median would be \$420.00. The lower median band limit would be \$336.00 and higher median band limit would be \$546.00.
(Median 2)	For the Programmer Resource Category, the year 2 median would be \$450.00. The lower median band limit would be \$360.00 and higher median band limit would be \$585.00.
(Median 3)	For the Business Analyst Resource Category, the year 1 median would be \$600.00. The lower median band limit would be \$480.00 and higher median band limit would be \$780.00.
(Median 4)	For the Business Analyst Resource Category, the year 2 median would be \$620.00. The lower median band limit would be \$496.00 and higher median band limit would be \$806.00.
(Median 5)	For the Project Manager Resource Category, the year 1 median would be \$700.00. The lower median band limit would be \$560.00 and higher median band limit would be \$910.00.
(Median 6)	For the Project Manager Resource Category, the year 2 median would be \$800.00. The lower median band limit would be \$640.00 and higher median band limit would be \$1,040.00.

**STEP 2 - POINT ALLOCATION**

<b>Bidder 1:</b>	
Programmer Analyst Year 1	= 75 points (lowest rate within the lower and upper median band limits)
Programmer Analyst Year 2	= 75 points (lowest rate within the lower and upper median band



	limits)
Business Analyst Year 1	= 50 points (lowest rate within the lower and upper median band limits)
Business Analyst Year 2	= 50 points (lowest rate within the lower and upper median band limits)
Project Manager - Year 1	= 0 points (outside the lower and higher median band limits)
Project Manager Year 2	= 22 points (based on the following calculation = (Lowest rate of \$800.00 / Bidder's proposed rate of \$900.00) Multiplied by 25 pts)
<b>Bidder 2:</b>	
Programmer Analyst Year 1	= 71 points (based on the following calculation = (Lowest rate of \$400.00 / Bidder's proposed rate of \$420.00) Multiplied by 75 pts)
Programmer Analyst Year 2	= 67 points (based on the following calculation = (Lowest rate of \$400.00 / Bidder's proposed rate of \$450.00) Multiplied by 75 pts)
Business Analyst Year 1	= 50 points (lowest price within the lower and upper median band limits)
Business Analyst Year 2	= 48 points (based on the following calculation = (Lowest rate of \$600.00 / Bidder's proposed rate of \$620.00) Multiplied by 50 pts)
Project Manager Year 1	= 23 points (based on the following calculation = (Lowest rate of \$700.00 / Bidder's proposed rate of \$750.00) Multiplied by 25 pts)
Project Manager Year 2	= 25 points (lowest price within the lower and upper median band limits)
<b>Bidder 3:</b>	
Programmer Analyst Year 1	= 67 points (based on the following calculation = (Lowest rate of \$400.00 / Bidder's proposed rate of \$450.00) Multiplied by 75 pts)
Programmer Analyst Year 2	= 67 points (based on the following calculation = (Lowest rate of \$400.00 / Bidder's proposed rate of \$450.00) Multiplied by 75 pts)
Business Analyst Year 1	= 46 points (based on the following calculation = (Lowest rate of \$600.00 / Bidder's proposed rate of \$650.00) Multiplied by 75 pts)
Business Analyst - Year 2	= 0 points (outside the lower and higher median band limits)
Project Manager Year 1	= 25 points (lowest price within the lower and upper median band limits)
Project Manager Year 2	= 25 points (lowest price within the lower and upper median band limits)

**STEP 3 - TOTAL FINANCIAL SCORE**



<p><b>Bidder 1</b> 75 + 75 + 50 + 50 + 0 + 22 = Total Financial Score of 272 points out of a possible 300 points</p> <p><b>Bidder 2</b> 71 + 67 + 50 + 48 + 23 + 25 = Total Financial Score of 284 points out of a possible 300 points</p> <p><b>Bidder 3</b> 67 + 67 + 46 + 0 + 25 + 25 = Total Financial Score of 230 points out of a possible 300 points</p>
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**ATTACHMENT 2**

**1.1 Technical Evaluation**

**1. 1.1.1a Mandatory Technical Criteria - CORPORATE**

The TBIPS SA Holder must comply with the Mandatory Requirements specified below.

This list of qualifications is essential and must be met by the contractor to perform the required tasks and produce deliverables outlined in the Statement of Work. The information provided about the proposed contractor must clearly describe how each of the qualifications in the list is met. Failure to adequately describe how a qualification is met will be determined as “not met”. If requested, the contractor must provide examples and reference information (may be checked) of their experience in the following:

For the resource proposed, the Bidder must include an up to date resume.

To facilitate bid preparation and evaluation, Bidders must prepare and submit their proposal using the tables provided. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the resume should be incorporated so that the evaluator can verify this information. It is not acceptable that the tables should contain all the project information from the resume. Only the specific answer should be provided

The experience of the proposed resource must be clearly identified by providing the company name, the duration in months, the start and end dates, contact name, and contact phone number of each project or contract as of bid closing.

In the case where the timelines of two or more projects or experience overlap, the duration of time common to each project/experience will not be counted more than once.

<b>Mandatory Corporate Requirements</b>	<b>Met (Y/N)</b>	<b>Cross Reference to Resume</b>
<p><b>M1 – Corporate Stability</b> The Bidder must have been awarded at least 3 Information Management/Information Technology (IM/IT) Contracts of which at least 1 was for a Government (Federal or Provincial) Client. The contracts must be for providing Systems Administrator in support of a mainframe environment. For each contract identified: a. the contract value must be at least \$500,000 CAD and involve at least 3 resources. b. the bidder must provide the following information about the specified contracts:</p>		



<p>c. the contract numbers; d. the client ( with contact info: name, title, phone#, email); e. the award date; f. the contract values (not including option years); g. the contract must have been awarded at least 1 year prior to the closing date of this solicitation and no later than 15 years from the closing date of this solicitation;</p>		
<p><b>M2 - Contract Summaries</b> The Bidder must provide 2 written Contract summaries describing in detail the Bidder's current/previous experience in providing systems administrators support in a Mainframe environment for client organizations during the past 5 years. <b><u>For each contract summary identified requires a signed reference letter by the client attesting to the information provided in the Summary</u></b> a. the contract value must be at least \$500,000 CAD; b. the Bidder must provide the following information about the specified contracts: c. the contract numbers; d. the client ( with contact info: name, title, phone#, email); e. the award date; f. the contract values (not including un exercised option years); Note: A Supply Arrangement or Standing Offer is neither a contract nor a project and therefore any reference to this type of document will not be accepted for the purpose of evaluating contract or project experience. For example if the Bidder references its TBIPS SA number for the purpose of demonstrating experience under the evaluation criteria, Canada will disregard this experience because it does not relate to a specific contract or project. The bidder must have been the prime contractor, rather than a subcontractor. This means that the Bidder contracted directly with the customer of the work. If the Bidder's contract was to perform work which another entity had itself first contracted to perform, the Bidder will not be considered the prime contractor. For example, A (customer) contracted with B for services. B, in turn, entered into a contract with C to provide all or part of these services to A. In this example, B is a prime contractor and C is a subcontractor. Within each Contract Summary provided, the Bidder must clearly indicate each of the following: 1. the name of the client organization; and, 2. a brief description of the support services provided, including: (a) project objectives (SOW); (b) resource categories provided; (c) the dates/duration of the project; and (d) the billable dollar value of the project to the Bidder; Each contract description should not exceed 2 pages.</p>		
<p><b>M3 – Bidder's Resources</b> The Bidder must include in its proposal 1 CV and grid for each of the following Rated Resources for a total of three CVs:</p> <ol style="list-style-type: none"> <li>1. Systems Administrator – Mainframe z/OS –Level 3</li> <li>2. Systems Administrator – Mainframe Z/Linux Level 3</li> <li>3. Systems Administrator –Websphere / MQ on Mainframe Level 3</li> </ol>		



<p><b>M4</b> - The bidder must hold a valid Secret security facility clearance at the time of the bid submission.</p> <ul style="list-style-type: none"> <li>• Name of bidder as it appears on security clearance application form</li> <li>• Level of security clearance obtained</li> <li>• file number</li> </ul>		
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**1.1.2 Point Rated Technical Criteria - Corporate**

In this section, details should be provided regarding the qualifications, relevant experience and expertise of the proposed personnel. The experience of each proposed resource must be clearly identified by providing a summary/description of the previous projects worked on and indicating when the work was carried out, and the client. A minimum of 70% must be achieved to be considered compliant and move on to the Resource Technical Criteria.

**Corporate Technical Point-Rated Evaluation Criteria**

Criteria ID	Criteria	Max Points	Bidder's Response	
			Substantiation of Technical Compliance	Reference section/page in bidder's proposal
R.1	<p>The Bidder should demonstrate its total billable experience (in dollars) in delivering mainframe professional services for contracts within the 10 years preceding the closing date of this bid solicitation, by using Appendix B of Attachment 2.</p> <p>The Bidder will be awarded points as follows for the sum of Total Billable Value demonstrated:</p> <p>\$ 500,000 &lt; 750,000 - 35 points</p> <p>\$750,000 to &lt; \$1 million - 40 points</p> <p>\$1 million to &gt;- 45 points</p>	45		
R2.	<p>The bidder should demonstrate its ability to provide mainframe professional services related to the operational support of Shared Services Canada/PWGSC departmental z/OS mainframe systems and associated software within the 10 years preceding the closing date of this solicitation.</p> <p>The Bidder will be awarded points by providing reference projects that fully demonstrate its</p>	20		



Criteria ID	Criteria	Max Points	Bidder's Response	
			Substantiation of Technical Compliance	Reference section/page in bidder's proposal
	<p>corporate experience with:</p> <p><b>Systems Admin – Mainframe z/OS</b></p> <p>Up to 20 points based on the following dollar values:</p> <p>\$ 500, 000 &lt; 750,000 - 15 points</p> <p>\$750,000 to &lt; \$1 million - 18 points</p> <p>\$1 million to &gt;- 20 points</p> <p>To be accepted the reference projects provided by the Bidder must be associated with a maximum of ten (10) contracts. Two of the contracts must be related to the contracts used to demonstrate corporate experience in Criteria ID M.2. (see Corporate Technical Mandatory Evaluation Criteria)</p>			
R3.	<p>The bidder should demonstrate its ability to provide mainframe professional services related to the operational support of Shared Services Canada/PWGSC departmental z/OS mainframe systems and associated software within the 10 years preceding the closing date of this solicitation.</p> <p>The Bidder will be awarded points by providing reference projects that fully demonstrate its corporate experience with:</p> <p><b>Systems Administrator – Mainframe zLinux</b></p> <p>Up to 15 points based on the following dollar values:</p> <p>\$500,000 to &lt; 1million - 10 points</p> <p>Over \$1 million -15 points</p> <p>To be accepted the reference projects provided by the Bidder must be associated with a maximum of ten (10) contracts. Two of the contracts must be related to the contracts used to demonstrate corporate experience in Criteria ID M.2. (see Corporate Technical Mandatory Evaluation Criteria)</p>	15		



Criteria ID	Criteria	Max Points	Bidder's Response	
			Substantiation of Technical Compliance	Reference section/page in bidder's proposal
R4.	<p>The bidder should demonstrate its ability to provide mainframe professional services related to the operational support of Shared Services Canada/PWGSC departmental z/OS mainframe systems and associated software within the 10 years preceding the closing date of this solicitation.</p> <p>The Bidder will be awarded points by providing reference projects that fully demonstrate its corporate experience with:</p> <ul style="list-style-type: none"> <li>- <b>Systems Administrator - Mainframe z/OS Networks</b></li> </ul> <p>Up to 15 points based on the following dollar values: \$ 500,000 to &lt; \$1 Million - 10 points Over \$1 million -15 points</p> <p>To be accepted the reference projects provided by the Bidder must be associated with a maximum of ten (10) contracts. Two of the contracts must be related to the contracts used to demonstrate corporate experience in Criteria ID M.2. (see Corporate Technical Mandatory Evaluation Criteria)</p>	15		
R5.	<p>The bidder should demonstrate its ability to provide mainframe professional services related to the operational support of Shared Services Canada/PWGSC departmental z/OS mainframe systems and associated software within the 10 years preceding the closing date of this solicitation.</p> <p>The Bidder will be awarded points by providing reference projects that fully demonstrate its corporate experience with:</p> <ul style="list-style-type: none"> <li>- <b>Systems Administrator - z/OS Performance Management &amp; Reporting</b></li> </ul> <p>Up to 15 points based on the following dollar values: \$ 500,000 to &lt; \$1 million - 10 points Over \$1 million -15 points</p>	15		





Criteria ID	Criteria	Max Points	Bidder's Response	
			Substantiation of Technical Compliance	Reference section/page in bidder's proposal
	To be accepted the reference projects provided by the Bidder must be associated with a maximum of ten (10) contracts. Two of the contracts must be related to the contracts used to demonstrate corporate experience in Criteria ID M.2. (see Corporate Technical Mandatory Evaluation Criteria)			
R6.	<p>The bidder should demonstrate its ability to provide mainframe professional services related to the operational support of Shared Services Canada/PWGSC departmental z/OS mainframe systems and associated software within the 10 years preceding the closing date of this solicitation.</p> <p>The Bidder will be awarded points by providing reference projects that fully demonstrate its corporate experience with:</p> <p><b>Systems Administrator - Mainframe Storage</b></p> <p>Up to 15 points based on the following dollar values:</p> <p>\$ 500,00 to &lt; \$1 million - 10 points</p> <p>Over \$1 million -15 points</p> <p>To be accepted the reference projects provided by the Bidder must be associated with a maximum of ten (10) contracts. Two of the contracts must be related to the contracts used to demonstrate corporate experience in Criteria ID M.2. (see Corporate Technical Mandatory Evaluation Criteria)</p>	15		
R7.	<p>The bidder should demonstrate its ability to provide mainframe professional services related to the operational support of Shared Services Canada/PWGSC departmental z/OS mainframe systems and associated software within the 10 years preceding the closing date of this solicitation.</p> <p>The Bidder will be awarded points by providing reference projects that fully demonstrate its corporate experience with:</p> <ul style="list-style-type: none"> <li>- <b>Systems Administrator – Mainframe Messaging and Transaction –</b></li> </ul>	15		



Criteria ID	Criteria	Max Points	Bidder's Response	
			Substantiation of Technical Compliance	Reference section/page in bidder's proposal
	<p><b>Websphere / MQ on Mainframe</b></p> <p>Up to 15 points based on the following dollar values:</p> <p>\$500,000 to &lt; \$1 million - 10 points</p> <p>Over \$1 million -15 points</p> <p>To be accepted the reference projects provided by the Bidder must be associated with a maximum of ten (10) contracts. Two of the contracts must be related to the contracts used to demonstrate corporate experience in Criteria ID M.2. (see Corporate Technical Mandatory Evaluation Criteria)</p>			

<b>MAX. AVAILABLE POINTS</b>	<b>150</b>
<b>MIN. POINTS REQUIRED</b>	<b>105</b>
<b>Points Achieved</b>	---
Note: Bids that do not meet the above minimum score of 105 points will not be evaluated further.	

**2. 1.1.1b Mandatory Technical Criteria – Resource Requirements**

**Systems Administrator – Level 3 – z/os**

**Resource Name:** \_\_\_\_\_

**7(a) Senior Systems Administrator –Mainframe z/OS Mandatory Evaluation Criteria**

Mandatory Requirement	Requirement Met (Y/N)	HOW REQUIREMENT IS MET Summary/Description
M1. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) with Systems Programming on IBM mainframes. This includes experience with TSO/E, ISPF, SDSF, JCL and IBM utilities.		



M2. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) installing or migrating z/OS upgrades.		
M3. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) maintaining z/OS systems including: parameter definition, IPL's, profile maintenance and catalog management.		
M4. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) troubleshooting production including: performance issues, IPL problems and system dump analysis.		
M5. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) applying maintenance to z/OS and related products via the SMP IBM maintenance product.		
M6. The proposed resource must demonstrate 4+ years experience (within 15 years preceding the closing date of this bid solicitation) identifying performance challenges and implementing performance improvement and functional requirement strategies in a zSeries environment.		



**Systems Administrator – Level 3 – Mainframe zLinux**  
**Resource Name:** \_\_\_\_\_

**Senior Systems Administrator – Mainframe zLinux Mandatory Evaluation Criteria**

Mandatory Requirement	Requirement Met (Y/N)	HOW REQUIREMENT IS MET Summary/Description
M1. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) as a zLINUX and zVM system programmer on a z/VM and/or zBX mainframe production system.		
M2. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) configuring and supporting DIRMAINT and RACF for z/VM subsystems.		
M3. The proposed resource must demonstrate 5+ years experience (within 15 years preceding the closing date of this bid solicitation) working in a zVM SSI Cluster environment.		
M4. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) participating in Disaster or Business Recovery Exercises.		
M5. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) applying maintenance to z/VM and zLINUX including related products via vendor maintenance products		
M6. The proposed resource must demonstrate 10+ years		



experience (within 15 years preceding the closing date of this bid solicitation) identifying performance challenges and implementing performance improvement strategies.		
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**Systems Administrator – Level 3 – Websphere/MQ on Mainframe**  
**Resource Name:** \_\_\_\_\_

**4(a). Systems Administrator– Websphere/MQ on Mainframe – Mandatory Grids**

Criteria ID	Mandatory Requirements  Systems Administrator - Mainframe Messaging and Transaction – Websphere/ MQ on Mainframe	Bidder's Response	
		Met (Yes / No)	Cross Reference to Proposal
M1	The Bidder must clearly demonstrate that the proposed resource has a minimum of ten (10) years experience working as a System Administrator with z/OS technologies		
M2	The Bidder must clearly demonstrate that the proposed resource has a minimum of five (5) years experience (within 10 years preceding the closing date of this bid solicitation) with Websphere/MQ series on the z/OS mainframe environment.  The Bidder must provide one client reference for a project (the project must be at least three (3) years in duration), that can validate the experience claimed. The Bidder must provide the following information for each project reference: Name, Title, Client Organization; telephone, and email address.)		

**1.1.2 Point Rated Technical Criteria**

In this section, details should be provided regarding the qualifications, relevant experience and expertise of the proposed personnel. The experience of each proposed resource must be clearly identified by providing a summary/description of the previous projects worked on and indicating when the work was carried out, and the client. A minimum of **70% per resource category** must be achieved to be considered compliant.



The following qualifications are desirable to perform the tasks, produce deliverables and work as outlined in the Statement of Work and are considered as assets of the candidate:  
The point rated evaluation criteria of the SOW are:

**System Administrator – Level 3 - z/os**

**Resource Name:** \_\_\_\_\_

**7(b) Senior Systems Administrator – Mainframe z/OS Rated Evaluation Criteria**

Rated Requirements	MAX POINTS	POINTS RECEIVED	Notes
<p>R1. The Bidder should demonstrate how the candidate has experience with resolving conflicts between clients and technical supporters:(Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 7+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has experience participating in zSeries teams meeting project and or technical guidelines. (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 projects: 5 points</li> <li>▪ 6 - 10 projects: 10 points</li> <li>▪ 11 - 15 projects: 15 points</li> <li>▪ 16+ projects: 20 points</li> </ul>	20		
<p>R4. The Bidder should demonstrate how the candidate has experience working with clients in order to confirm requirements of usage and providing best practice recommendations: (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		



<p>R5. The Bidder should demonstrate how the candidate has familiarity with ITIL Service Management and ITIL Change Management processes. (Maximum 10 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4 years or more: 10 points</li> </ul>	10		
<p>R6. The Bidder should demonstrate how the candidate has experience providing cross-training and knowledge transfer. (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with various z/OS monitoring/debugging facilities (IPCS, RMF, SMF).  (Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4 - 6 years: 20 points</li> <li>▪ 6 + years: 40 points</li> </ul>	40		
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with installing, maintaining and supporting “third party” products from ISV’s (Independent Software Vendors e.g. CA, BMC, Compuware, etc.) in a zSeries environment  (Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4 - 6 years: 20 points</li> <li>▪ 6 + years: 40 points</li> </ul>	40		



<b>MAX POINTS ACHIEVED</b>	170		
<b>MINIMUM PASS MARK</b>	119		

**Systems Administrator – Level 3 – Mainframe zLinux**  
Resource Name: \_\_\_\_\_

**6(d)Senior Systems Administrator – Mainframe zLinux Rated Evaluation Criteria**

<b>Rated Requirements</b>	<b>MAX POINTS</b>	<b>POINTS RECEIVED</b>	<b>Notes</b>
<p>R1. The Bidder should demonstrate how the candidate has Experience as a primary support person performing installation, maintenance and system administration of LINUX guests in a zBX and/or z/VM production environment:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		
<p>R2. The Bidder should demonstrate that the candidate has experience configuring and supporting LINUX virtual guests:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has experience supporting DB2 LUW and/or Oracle in a LINUX environment:</p> <p>(Maximum 20 points)</p>	20		





<ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>			
<p>R4. The Bidder should demonstrate how the candidate has experience installing and maintaining SLES 11 SP3 or higher, SLES 12 SP1 and/or Redhat 6 or 7 for s390x:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ &gt; 6 to 12 months: 5 points</li> <li>▪ &gt; 12 to 18 months: 10 points</li> <li>▪ &gt; 18 to 24 months: 15 points</li> <li>▪ &gt; 24 months: 20 points</li> </ul>	20		
<p>R5. The Bidder should demonstrate how the candidate has experience performing installation, maintenance and system administration of zLINUX with mainframe and fibre channel storage:</p> <p>(Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 8 years : 5 points</li> <li>▪ 8+ years: 10 points</li> </ul>	10		
<p>R6. The Bidder should demonstrate how the candidate has experience developing and performing procedures for backup and recovery of s390x LINUX and/or zVM with OS file level COTS or custom tools:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>15+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience configuring and supporting RDBMS and Applications leveraging TCP/IP over hypersockets and zVM</p>	20		



<p>RACF controlled vswitches.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 8 years : 10 points</li> <li>▪ 8+ years: 20 points</li> </ul>			
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) configuring and supporting zBX and/or zVM system using the IBM Z-Series Hardware Management Console</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 8 years : 10 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R9. The Bidder should demonstrate how the candidate has experience configuring and supporting RACF, DIRMAINT and PERFSVM for zVM.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 10 years : 10 points</li> <li>▪ 10+ years: 20 points</li> </ul>	20		
<p>R10. The Bidder should demonstrate how the candidate has experience using REXX and/or BASH/KSH/CSH to develop scripts and EXEC's for zVM and LINUX:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		
<p><b>MAX POINTS ACHIEVED</b></p>	190		



<b>MINIMUM PASS MARK - 70%</b>	133		
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**Systems Administrator – Level 3 – Websphere/MQ on Mainframe**

**Resource Name:** \_\_\_\_\_

**4(b). Systems Administrator - Websphere/MQ on Mainframe – Rated Grids**

	<b>Rated Criteria</b>	<b>Max Points</b>	<b>Points Received</b>	<b>Cross Reference to Resume</b>
R1	<p>The Bidder must clearly demonstrate that the proposed resource has experience working in Visual Age PACBASE at a minimum of three (3) years within the last ten (10) years.</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 year : 5 points</b></li> <li>▪ <b>2 years: 8 points</b></li> <li>▪ <b>3 + years : 15 points</b></li> </ul>	<b>15</b>		
R2	<p>The Bidder should demonstrate how the candidate has experience with CICS and CTG on z/OS or OS390</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 - 2 years : 5 points</b></li> <li>▪ <b>3 -4 years: 8 points</b></li> <li>▪ <b>5 + years : 15 points</b></li> </ul>	<b>15</b>		
R3	<p>The Bidder must clearly demonstrate that the proposed resource has experience in performing, installing and rolling out Websphere/MQ version upgrades and/or fixpacks , on a mainframe host z/OS infrastructure. (WAS version 5.0 or higher and MQ version 6.0 or higher)</p> <p><b>1 version or fixpack upgrades performed = 2 points</b></p> <p><b>2 version or fixpack upgrades performed = 4 points</b></p> <p><b>3 or more version or fixpack upgrades performed = 10 points</b></p>	<b>10</b>		
R4	<p>The Bidder must clearly demonstrate that the proposed resource building WAS Deployment Managers, Websphere Application Servers including Federating AppServers on z/OS and on</p>	<b>15</b>		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<p>HTTP/APACHE Servers on z/OS.</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 4 years : 5 points</li> <li>▪ 5 – 6 years: 10 points</li> <li>▪ 7 + years: 15 points</li> </ul>			
R5	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with TSO/E, ISPF, SDSF, JCL and IBM utilities.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	<b>10</b>		
R6	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with various z/OS monitoring/debugging facilities (IPCS, RMF, SMF, and ITCAM).</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5points</li> <li>▪ 4+ years: 10 points</li> </ul>	<b>10</b>		
R7	<p>The Bidder must clearly demonstrate that to the proposed resource has experience as a user or software supporter with any of the following software/languages on the z/OS platform:</p> <ul style="list-style-type: none"> <li>• TCPIP running on a Mainframe Network (z/OS communication Server)</li> <li>• Mainframe Automation Software (e.g. SA390)</li> <li>• CA SiteMinder ASA agent for z/OS</li> <li>• IHS (Http server V5R3M0) Web Servers (WS)</li> <li>• Application Diagnostics ITCAM</li> <li>• Liberty Server</li> <li>• Java</li> </ul>	<b>10</b>		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<ul style="list-style-type: none"> <li>• Jython</li> <li>• Python</li> <li>• REXX</li> </ul> <p><b>1 Points for each; maximum 10 Points</b></p>			
R8	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with providing skilled technical assistance in WebSphere Application Development in planning, engineering, security and architecture.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	<b>10</b>		
R9	<p>The Bidder should demonstrate how the candidate has experience working with users in order to confirm requirements of usage and providing best practice safeguards:</p> <p><b>(Maximum: 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years :4 points</li> <li>▪ 4 - 5 years: 8 points</li> <li>▪ 6 - 7 years: 10 points</li> <li>▪ 8+ years: 15 points</li> </ul>	<b>15</b>		
R10	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with SMP/E.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	<b>10</b>		
R11	<p>The Bidder should demonstrate how the candidate has experience with Disaster Recovery or Business Recovery exercises</p>	<b>5</b>		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	on WAS/MQ on z/OS.  <b>1 exercise = 1 point</b> <b>2 exercises = 2 points</b> <b>3 exercises = 3 points</b> <b>4 or more exercises = 5 points</b>			

<b>MAX. AVAILABLE POINTS</b>	<b>125</b>
<b>MIN. POINTS REQUIRED</b> (i.e, 70% of Max available points)	<b>87</b>
<b>Points Achieved</b>	---

Category	Maximum Points	Minimum Points (70%)
Corporate Rated requirements	150	105
System Administrator – Level 3- Mainframe z/os	170	119
System Administrator – Level 3 -Mainframe zLinux	190	133
System Administrator – Level 3 - Websphere / MQ on Mainframe	125	87
Total	635	

<b>Points Achieved</b>	
Corporate Rated requirements	
System Administrator – Level 3- Mainframe z/os	
System Administrator – Level 3 -Mainframe zLinux	
System Administrator – Level 3 - Websphere / MQ on Mainframe	
Total Points Achieved	



## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

### 1. Certifications Required with the Bid

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 so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

#### 1.1 Federal Contractors Program - Certification

- (a) The Federal Contractors Program for Employment Equity (FCP) requires that some suppliers bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.
- (b) Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the *Government Contract Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to fewer than 100 employees. Any bids from ineligible contractors will be declared non-responsive.
- (c) If the Bidder does not fall within the exceptions enumerated in (d)(i) or (ii) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity to the Labour Branch of HRSDC.
- (d) Each bidder is requested to indicate in its bid whether it is:
  - (i) not subject to FCP, having a workforce of fewer than 100 permanent full or part-time employees in Canada;
  - (ii) not subject to FCP, being a regulated employer under the *Employment Equity Act*, S.C. 1995, c. 44;
  - (iii) subject to the requirements of FCP, because it has a workforce of 100 or more permanent full or part-time employees in Canada, but it has not previously obtained a certificate number from HRSD (because it has not bid before on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is required from the Bidder; or
  - (iv) subject to FCP-EE, and has a valid certification number (i.e., has not been declared an ineligible contractor by HRSDC).
- (e) Further information on the FCP-EE is available on the following HRSDC Website:  
<http://www.hrsdc.gc.ca/en/gateways/topics/wzp-gxr.shtml>.



## 1.2 Former Public Servant Certification

- (a) Contracts with 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 spending public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.
- (b) For the purposes of this clause,
  - (i) **"former public servant"** means a 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 and includes:
    - (A) an individual;
    - (B) an individual who has incorporated;
    - (C) a partnership made of former public servants; or
    - (D) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.
  - (ii) **"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 Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.
  - (iii) **"pension"** means, in the context of the fee abatement formula, 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 *Canadian Pension Plan Act*, R.S., 1985, c. C-8.
- (c) If the Bidder is an FPS in receipt of a pension as defined above, the Bidder must provide the following information:
  - (i) name of former public servant;
  - (ii) date of termination of employment or retirement from the Public Service.
- (d) If the Bidder is an FPS who received a lump sum payment pursuant to the terms of a work force reduction program, 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; and
  - (vii) number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.
- (e) For all contracts awarded during the lump sum payment period, the total amount of fee that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.
- (f) By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

## 1.3 Status and Availability of Resources

- (a) By submitting a bid, the Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its response to Task Authorizations will be available to





perform the Work as required by Canada's representatives and at the time specified in the TA or as agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in the TA, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, retirement, resignation, dismissal for cause or termination of an agreement for default.

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

#### **1.4 Education and Experience**

- (a) The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.
- (b) All of the resources proposed must meet the minimum experience requirements detailed in the Supply Arrangement for the Category of Personnel for which they are being proposed. The SA Holder acknowledges that the Department of Public Works and Government Services Canada reserves the right to verify this certification prior to contract award or during contract performance and that untrue statements may result in the proposal being declared non-responsive or any other action which the Minister may consider appropriate.

#### **1.5 Certification of Language - English Essential**

By submitting a bid, the Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be fluent in English. Fluent means that the proposed resources must be able to communicate orally and in writing without any assistance and with minimal errors.

#### **1.6 Code of Conduct and Certifications**

By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid a complete list of names of all individuals who are currently directors of the Bidder ([See Annex D](#)). Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid. Bidders bidding as societies, firms, partnerships or associations of persons do not



need to provide lists of names. If the required names 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 will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada 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) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/229-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

## **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

### **1. Security Requirement**

1.1 At the date of bid closing, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

1.2 For additional information on security requirements, bidders should consult the "[Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders](http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31)" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

## **PART 7 - RESULTING CONTRACT CLAUSES**

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

### **1. Statement of Work**

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

### **2 Task Authorization (TA)**

- (a) **Purpose of a TA:** Services to be provided under the Contract on an as-and-when-requested basis will be ordered by Canada using Appendix B to Annex B - Task Authorization Request and Acceptance Form ("TA Form").
- (b) **TA Procedures:** The procedures for issuing, responding to, assessing and approving Task Authorizations are described in Appendix A to Annex B.
- (c) **Authority to Issue a TA:** The Contracting Authority will be the only authority to issue tasks authorizations.
- (d) **Charges for Work under a TA:** The Contractor must not charge Canada anything more than the price set out in the TA unless Canada has issued a TA amendment authorizing the increased expenditure. 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 being incorporated into the Work.

- (e) **Task Authorization Quotations:** The Contractor is required to submit a responsive quotation in response to every TA Form issued to it by Canada. In addition to Canada's other rights to terminate the Contract, Canada may immediately, and without further notice, terminate the Contract for default if during the Contract Period the Contractor in at least three instances has either not responded or has not submitted responsive quotations when issued a TA Form. A responsive quotation is one that is submitted within the time stated in the TA Form and meets all requirements of the TA issued, including quoting the required number of resources that meet the minimum experience and other requirements of the Categories of Personnel identified in the TA at pricing not exceeding the rates of Annex B.
- (f) **Consolidation of TAs for Administrative Purposes:** The Contract may be amended from time to time to reflect all TAs issued and approved by Canada to date, to document the Work performed under those TAs for administrative purposes.
- (a) **TA Reports:** The Contractor must submit to the Contracting Authority a TA report on a quarterly basis that identifies each TA issued during that quarter and its dollar value.
- (b) **Period of Services:** No Task Authorizations may be entered into after the expiry date of the Contract.

### 3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions](http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp) (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

### 4. General Conditions

2003 2016-04-04, General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

The text under Subsection 04 of Section 41 – Code of Conduct and Certifications, of General Conditions 2035 referenced above is replaced by:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

With respect to Section 30 - Termination for Convenience, of General Conditions 2003, unless already present, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.

5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of

(a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or



(b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.

6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

#### 4.2 Supplemental General Conditions

4006 2010-08-16, apply to and form part of the Contract.

#### 5.0 Security Requirement

##### SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: SRCL#2482

Here are the security clauses to be incorporated in your contractual documentation and used at all times for the duration of the contract:

The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC).

The contractor and/or its employees must maintain a valid security screening at the level of SECRET, granted by Canada and approved by Shared Services Canada.

The contractor and/or its employees MUST NOT remove any PROTECTED or CLASSIFIED information or assets from the identified work site(s).

The contractor and/or its employees MUST NOT use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data.

Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of Shared Services Canada.

The contractor and its employees must comply with the provisions of the:

- a) Justice Canada – Security of Information Act (Latest Edition);
- b) Industrial Security Manual (Latest Edition).

#### 6.0 Term of Contract

##### 6.1 Period of the Contract

- a. **Contract Period** : 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 April 30, 2020; 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 two (2) additional one year option periods 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.

Canada may exercise this option at any time by sending a written notice to the Contractor 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 formal contract amendment

## 7. Authorities

### 7.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Julie Bampton  
Title: Manager, Procurement Operations  
Shared Services Canada  
Procurement and Vendor Relations  
Directorate: Procurement Operations  
Address: 180 Kent Street, 8<sup>th</sup> Floor, Ottawa, Ontario K1G 4A8

Telephone: 613-790-5915  
Facsimile: 613-948-0990  
E-mail address: [julie.bampton@canada.ca](mailto:julie.bampton@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.

### 7.2 Technical Authority

The Technical Authority for the Contract is: **(Will be provided at contract award)**

Name: \_\_Denis Latouche\_\_\_\_\_  
Title: \_\_Director Mainframe Operation Division\_\_\_\_\_  
Organization: \_\_SSC\_\_\_\_\_  
Address: \_\_25 Fitzgerald Rd, Ottawa Ontario, K2H1C3\_\_\_\_\_  
\_\_\_\_\_

Telephone: 613-447-5087  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail address: \_\_denis.latouche@ssc-spc.gc.ca\_\_\_\_\_  
\_\_\_\_\_

The Technical Authority named above 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.



**7.3 Contractor's Representative  
(Will be provided at contract award)**

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

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

**8. Payment**

**8.1 Basis of Payment**

For the provision of professional services the Contractor will be paid for actual time worked, in accordance with the firm all-inclusive per diem rates set out in Annex "B", Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.

Estimated Cost : [\$\_\_\_\_\_]

**Applicable Taxes :**

Estimated Cost : [\$\_\_\_\_\_]

**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.

**Professional Services Rates :** In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Policy (or equivalent) then in effect, which may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.

**Purpose of Estimates :** All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase services in these amounts. Any commitment to purchase specific amounts or values of services are described elsewhere in the Contract.

**8.2 Limitation of Expenditure**

1. Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_ . and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any



work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **8.3 Time Verification**

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

## **9. Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
  - b. a copy of the release document and any other documents as specified in the Contract;
  - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
  - d. a copy of the monthly progress report.
2. Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## **10. Certifications**

- 10.1 Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or 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.

## 11. Applicable Laws

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

## 12. 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 2035 2014-09-25, General Conditions - Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List
- (g) the Contractor's bid dated \_\_\_\_\_ (*insert date of bid*)

## 13. Foreign Nationals (Canadian Contractor)

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

## 14. Insurance Requirements

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

## 15. Limitation of Liability

1. 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 section, even if it has been made aware of the potential for those damages.
2. First Party Liability:
  - a. 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:
    - i. any infringement of intellectual property rights to the extent the Contractor breaches the section of the general conditions entitled "Intellectual Property Infringement and Royalties";





- ii. physical injury, including death.
  - b. 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.
  - c. 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.
  - d. 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 (a) above.
  - e. 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:
    - i. 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
    - ii. 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 either in whole or in part for default, up to an aggregate maximum for this subparagraph (ii) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the block 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 \$200,000.00.
    - iii. In any case, the total liability of the Contractor under paragraph (e) will not exceed the total estimated cost (as defined above) for the Contract or \$200,000.00, whichever is more.
  - f. 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.
3. Third Party Claims:
- a. 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 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.
  - b. If Canada is required, as a result of joint and several liability, 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 paragraph (a), 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.

- c. The Parties are only liable to one another for damages to third parties to the extent described in this paragraph 3.

#### 16. Joint Venture Contractor

- a. Supply Arrangement (SA) Holder's who wish to submit their proposal as a joint venture must have already been qualified under the SA # EN578-055605/D as a joint venture.
- b. The Contractor confirms that the name of the joint venture is \_\_\_\_\_ and that it is comprised of the following members: **[all the joint venture members named in the Contractor's bid will be listed]**.
- c. 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 fully 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.
- d. 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.
- e. All the members are jointly and severally or solidarily liable for the performance of the entire Contract.
- f. 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

**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.*

#### 17. Professional Services – General

- a. The Contractor must provide professional services on request as specified in this Contract. Where in the Contract a specific individual is identified as required to perform the Work, the Contractor must make such person available to perform the work within 10 working days of the issuance of the Contract or the TA (whichever first contains instructions from Canada for that individual to report to the Work site). Where such a specific individual is unavailable to perform the Work, Canada may elect to either (i) exercise its rights or remedies under the Contract or at law (including terminating the Contract for default), or (ii) Canada may require the Contractor to propose the replacement of the specific individual in accordance with the Article titled, "Replacement of Specific Individuals" in the General Conditions 2035. This obligation applies despite any changes that Canada may have made to any hardware, software or any other aspect of the Client's operating environment. In respect of any given Category of Personnel, any replacement resource will be rated by the Technical Authority and the score obtained must be equal or superior.
- b. If there must be a change in a resource performing work under the Contract (which must in any case comply with the requirements in the section of the General Conditions entitled "Replacement of Specific Individuals"), the Contractor must make the replacement available for work within 10



- working days of the departure of the existing resource (or, if Canada has requested the replacement, within 15 working days of Canada's notice of the requirement for a replacement).
- c. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, and language proficiency) and must be competent to provide the required services by any delivery dates described in the Contract. The resource must be approved by Canada prior to the replacement at the Work site.
  - d. The Contractor must monitor its employees to ensure satisfactory performance and that progress of the Work is maintained to Canada's satisfaction. A Contractor representative will meet with the Technical Authority on a regular basis (as specified by Canada) to discuss the performance of its resources and to resolve any issues at hand.
  - e. If the Contractor fails to meet any of its obligations under this Article, or fails to deliver any deliverable or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within 10 working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.

#### **18. Safeguarding Electronic Media**

- a. Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- b. If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

#### **19. Representations and Warranties**

The Contractor made statements regarding its and its proposed resources experience and expertise in its bid that resulted in the award of the Contract and issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

#### **20. Conflict of Interest - Unfair Advantage**

1. In order to protect the integrity of the procurement process, bidders are advised that Canada may reject a bid in the following circumstances:
  - b. if the Bidder, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the bid solicitation or in any situation of conflict of interest or appearance of conflict of interest;
  - c. if the Bidder, any of its subcontractors, any of their respective employees or former employees had access to information related to the bid solicitation that was not available to other bidders and that would, in Canada's opinion, give or appear to give the Bidder an unfair advantage.



2. The experience acquired by a bidder who is providing or has provided the goods and services described in the bid solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This bidder remains however subject to the criteria established above.

3. Where Canada intends to reject a bid under this section, the Contracting Authority will inform the Bidder and provide the Bidder an opportunity to make representations before making a final decision. Bidders who are in doubt about a particular situation should contact the Contracting Authority before bid closing. By submitting a bid, the Bidder represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Bidder acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

## 21 Materials and Tools

All materials and tools required in the performance of the work including office space, associated supplies, computing devices and telephony equipment are to be provided by the vendor unless otherwise agreed to by the designated technical authority

## 22 Electronic Procurement & Payment Support

### Electronic Procurements and Payment (EPP) System

- 1.1.1 SSC is working on an initiative that is expected to provide it with e-functionality from procurement through payment (the “**EPP system**”). SSC's suppliers will be required to interface with that functionality.
- 1.1.2 Because the functionality will not be ready at the time of contract award, if Canada wishes for the Contractor to interface with the EPP system during the Contract Period, Canada will issue a Request for Quotation regarding the work required for the Contractor to interface with the EPP system. The Contractor's Quotation Response will not be subject to a Service Delivery Interval. The Quotation Response must include, at a minimum:
  - 1.1.2.1 Per diem rates for any resources who would perform the work and the level of effort required; and
  - 1.1.2.2 Any costs for hardware or software that will be required, including development costs to be performed by third parties.
- 1.1.3 The Parties agree to work cooperatively to determine the work involved and a reasonable ceiling price for that work. If the Parties agree to proceed with that work, Canada will issue a Contract Amendment documenting the ceiling price associated with the work. The Contractor will be required to submit a Service Design for approval by Canada and the work associated with the development of any EPP system interfaces will be treated as a Service Project.
- 1.1.4 Canada will pay the Contractor, in arrears, up to the ceiling price established in the contract amendment, for actual time worked and any resulting deliverables in accordance with firm, all-inclusive per diem rates set out in the relevant contract amendment, with GST/HST extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday. When submitting its invoices, the Contractor must show the actual time worked by each resource, and/or the amount paid to any subcontractor. With respect to any expenses, the Contractor will be required to demonstrate the out-of-pocket amount spent and will be reimbursed without the addition of any overhead.



## ANNEX A

### STATEMENT OF WORK

#### 1.0 TITLE

Mainframe Professional Services

#### 2.0 PURPOSE

To provide SSC with Mainframe technical resources, **on an as-and-when- requested basis**, to complement and augment its current program skill sets in order to support the Implementation and execution of its transformation initiatives, day to day operations and projects.

The term of the agreement(s) is to be for a period of three (3) years with options in favour of SSC to extend the agreement(s) on the same terms and conditions for two (2) additional one (1) year terms

#### 3.0 BACKGROUND

To provide SSC with Mainframe technical resources, **on an as-and-when- requested basis**, to complement and augment its current program skill sets in order to support the Implementation and execution of its transformation initiatives, day to day operations and projects.

##### Background

This contract will:

- provide as and when required Mainframe professional services;
- facilitate with providing mainframe professional services in the following areas:
  - Systems Administrator – Mainframe z/OS
  - Systems Administrator – Mainframe z/Linux
  - Systems Administrator – Mainframe z/Linux
  - Systems Administrator – Websphere / MQ on Mainframe
  - Systems Administrator – CICS on Mainframe
  - Systems Administrator – Mainframe Storage Product Solutions
  - Systems Administrator – Mainframe Network
  - Systems Administrator – z/OS Performance Management & Reporting

A task based contract will aid SSC in fulfilling its mandate and delivering on its plans. The professional services resources will:

- Support Mainframe and Bulk Prints (MFBP) programs and projects related to fulfilling the operational duties and departmental overall transformation plan;
- Support the Data Centre Consolidation program.
- Allow MFBP to meet the current operational needs of its clients;
- Will provide a series of task based resources on an interim basis until PSR and staffing actions can adequately meet the HR needs of the Directorate.



## Resource Category Work Descriptions

### 1.Senior Systems Administrator - z/OS Performance Management & Reporting

#### Objective

Shared Services Canada (SSC) has a requirement for Systems Administrator to work with the Capacity and Performance Management group in the Mainframe Operations Division.

#### Background

The Mainframe Operations Division has a commitment to partners and clients to meet and maintain day-to-day operations and Service Level Agreements. This contract will be used to augment in-house resources Systems Administrators with the required specialized skill set.

#### Scope

This SA is for the provision of one or more Systems Administrator - z/OS Performance Management & Reporting to provide engineering and support services for ongoing operations and projects. The candidate will:

- Monitor and support day-to-day operations
- Perform various software installations
- Execute maintenance and support services on various z/Series software products
- Perform onsite support
- Perform off site support (working remotely or at a different location within NCR)
- Perform on-call support

The following products are in scope (but not limited to):

- Reporting and planning software such as: Tivoli Decision Support, z/PCR, Boxscore and MXG
- TDS using QMF and DB2, SAS and Excel RMF
- WLM
- Omegamon
- z/PCR

#### Tasks/Technical Specifications

The tasks of the Systems Administrator - z/OS Performance Management & Reporting Can include but are not limited to:

- Defining, creating, installing, securing, maintaining and upgrading z/OS performance monitoring and capacity planning software;
- Troubleshooting production performance issues;
- Identifying performance challenges and implementing performance improvement and functional requirement strategies;



- Creating and maintaining documentation including, but not limited to: z/OS installation, maintenance, support, specification, architecture, build, backup/ restore procedures;
- Participation in the development, creation and involvement in a final build strategies, as necessary;
- Working effectively with the other support groups;
- Installing, maintaining and supporting various LPAR's WLM definitions under z/OS;
- Installing, maintaining and supporting various reporting and planning software such as Tivoli Decision Support, z/PCR, Boxscore and MXG;
- Reporting on performance and providing accounting for all production LPAR on a daily basis through automated TDS batch jobs (tailoring to meet new requirements);
- Providing mainframe capacity analysis used for the Capacity Management Plan (complex TDS using QMF and DB2, SAS and Excel);
- Providing support to multiple partners, clients, including application development teams, onsite and on an "on-call" basis;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR), Request for Changes (RFC) and Solution Requests (SR);
- Maintaining and recommending enhancements to security posture;
- Making technical and procedural recommendations and enhancements

### **Deliverables**

The Contractor must create and maintain the following deliverables as required:

- Installation procedures
- Maintenance procedures
- Support procedures
- Platform specifications and standards
- Architecture design
- Platform build strategy
- Backup and restore procedures



## 2.Senior Systems Administrator – Mainframe z/OS Networks

### Objective

Shared Services Canada (SSC) has a requirement for a Systems Administrator - Mainframe z/OS Networks to work in z/OS Networks with the Mainframe Data Management, Integration & Connectivity Services support group for the Mainframe and Bulk Print Branch of Shared Services Canada.

The Systems Administrator - Mainframe z/OS Networks will functionally report with in the Mainframe Operation Division.

### Background

Mainframe and Bulk Print has a commitment to partners and clients to meet and maintain day-to-day operations and Service Level Agreements. There is currently a shortage of in-house resources with the required skill sets.

### Scope

This contract is for the provision of one or more Senior Network Administrator(s) to provide engineering and support services for ongoing operations and projects. The candidate will:

- Monitor and support day-to-day operations
- Perform various software installations
- Execute maintenance and support services on various z/Series software
- Perform onsite support
- Perform off site support (working remotely or at a different location within NCR)
- Perform on call support (with potential overtime)

The following products are in scope (but not limited to):

- z/OS
- TCPIP
- VTAM
- Connect Direct
- z/OS IP stacks

### Tasks/Technical Specifications

The tasks of the Systems Administrator - Mainframe z/OS Networks can include but is not limited to:

- Defining, creating, installing, securing, maintaining and upgrading z/OS Network software;
- Troubleshooting production z/OS IP stacks;
- Identifying performance challenges, implementing performance improvement and functional requirement strategies;





- Creating and maintaining documentation including, but not limited to: z/OS installation, maintenance, support, specification, architecture, build, backup/ restore procedures;
- Participation in the development and creation of final build strategies as necessary;
- Working in a multi-disciplinary team (including firewall and LAN groups) to resolve issues;
- Installing, maintaining and supporting various LPAR's IP stacks and legacy VTAM definitions operating z/OS;
- Installing, maintaining and supporting various ancillary network products such as: Connect Direct and CL/Supersession;
- Providing support to multiple partners, clients, application development teams onsite and on an "on-call" basis;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR), Request for Changes (RFC) and Solution Requests (SR);
- Installing and configuring various monitoring and management tools;
- Maintaining and recommending enhancements to security posture;
- Making technical and procedural recommendations and enhancements

### **Deliverables**

The Contractor must create and maintain the following deliverables as required:

- Installation procedures
- Maintenance procedures
- Support procedures
- Platform specifications and standards
- Architecture design
- Platform build strategy
- Backup and restore procedures



### **3. Intermediate Systems Administrator – Mainframe Storage Product Solutions**

#### **Objective**

Shared Services Canada (SSC) has a requirement for Systems Administrator - Mainframe Storage to work with the Mainframe Data Management, Integration & Connectivity Services Support group for the Mainframe Operation Division of Shared Services Canada.

The Systems Administrator - Mainframe Storage for z/OS and Software Products will functionally report to the Mainframe Operation Division.

#### **Background**

Mainframe and Bulk Print has a commitment to partners and clients to meet and maintain day-to-day operations and Service Level Agreements. There is currently a shortage of in-house Resources with the required skill sets.

#### **Scope**

This contract is for the provision of one or more Intermediate Systems Administrator - Mainframe Storage to provide engineering and support services for ongoing operations and projects. The candidate will:

- Monitor and support day-to-day operations
- Perform various storage software product installations
- Execute maintenance and support services on various z/Series storage software products
- Perform onsite support
- Perform off site support (e.g. from a remote location)
- Perform on-call support

Candidates will be required to have expertise in the following z/OS tools/technologies:

- z/OS /2.1/2.2
- z/OS DFSMS Storage Products
- Backup and Recovery products (FDR, DFDSS)
- IBM HCD
- GDPS/SYSPLEX
- z/GM
- TDMF
- IBM IDCAMS
- TSO
- ISPF
- JCL
- SMF, RMF and GTF
- Various z/OS utilities



## Tasks/Technical Specifications

The tasks of the Systems Administrator - Mainframe Storage can include but are not limited to:

- Systems Programming on IBM mainframes with experience with TSO, ISPF, JCL, and z/OS utilities;
- Implementing and supporting mainframe disaster recovery solutions (including PPRC-based solutions) using z/OS Global Mirroring (XRC), and/or GDPS (Geographically Dispersed Parallel Sysplex); and storage controller-based replication solutions;
- Troubleshooting performance issues using standard z/OS analysis tools such as: SMF, RMF, and GTF;
- Administration and configuration of IBM TS7700 VTS tape systems;
- Data migration (including TDMF);
- Configuration and administration of the IBM and HDS enterprise class storage systems;
- Catalog management;
- Support, maintenance and installation of z/OS storage software products;
- Provide support for backup and recovery facilities for mainframe storage;
- Maintain storage definitions and hardware configuration definitions for mainframe storage devices;
- Fulfill storage allocation requirements for clients and SSC systems personnel;
- Providing support to multiple partners, clients (including application development teams) onsite and on an "on-call" basis;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR), Request for Changes (RFC) and Solution Requests (SR);
- Installing and configuring storage monitoring or management tools;
- Maintaining and recommending enhancements to the storage security environment;
- Making technical and procedural recommendations and enhancements;
- Maintaining and developing product and procedure documentation ;
- Creating and implementing mainframe storage administration procedures, standards, guidelines, tools, services and training;
- Analysis, determination and resolution of mainframe storage problems and issues;



- Ensuring a highly-available mainframe storage environment;
- Working with backup and recovery systems and methodologies

### **Deliverables**

The Contractor must create and maintain the following deliverables as required:

- Installation procedures
- Maintenance procedures
- Support procedures
- Platform specifications and standards
- Architecture design
- Platform build strategy
- Documented backup and restore procedures



#### 4. Senior Systems Administrator –Websphere / MQ on Mainframe

##### Objective:

Shared Services Canada (SSC) has a requirement for one or more Systems Analysts (Level 3) to work with the Mainframe Messaging and Transaction Services (MMTS) Section within the Mainframe Operations Division (MOD). The MMTS Section provides WAS, MQ, and CICS support on the SSC mainframe infrastructure in support of MOD clients/partners including: Customs Border Service Agency (CBSA), Canada Revenue Agency (CRA), Government Operations (GOP), Department of National Defence (DND), and RCMP.

##### Background:

SSC /MOD/MMTS has a commitment to partners and clients to meet and maintain day-to-day operations, complete project deliverables/tasks, and Service Level Agreements. There is currently a shortage of in-house resources with the required specialized skill set.

##### Scope:

This contract is for the provision of one or more Senior Systems Administrator - Webphere / MQ on mainframe, to provide engineering and support services for ongoing operations and projects.

The candidate will assist the MMTS Section in:

- Monitor and support day-to-day operations
- Perform various storage software product installations
- Execute maintenance and support services on various z/Series storage software products
- Perform onsite support
- Perform off site support (e.g. from a remote location)
- Perform on-call support
- Configure and install application resources.
- Troubleshooting problems with infrastructure builds.
- System Performance improvements
- Analyzing and developing solutions to problems/issues/incidents, and reporting the progress of tasks / projects to the immediate Team Leader, to MOD management, and Project Managers managing the projects / releases.

The following products are in scope (but not limited to):

- Websphere (WAS)
- MQ Series
- CICS , CTG
- HTTP / IHS / APACHE Servers
- Java

This Systems Administrator must be capable of working independently with minimal supervision and work directly with several people within MOD. The Systems Administrator candidate must be pro-active in determining what is required to achieve success for the assigned tasks, pursuing management approval for these items, providing support to the subordinate Technical Supporters, and MOD management team ensuring their completion and accurate documentation



of project statuses, decisions, and various artefacts. Additionally, the System Administrator must be capable of working with the various stakeholders within and external to SSC, including participating in meetings to discuss technical issues related to WAS/MQ Support.

## Tasks/Technical Specifications

The tasks of the Systems Administrator – Mainframe Messaging and Transaction - Websphere/MQ on Mainframe can include but are not limited to:

- Cooperation with SSC management in regard to knowledge transfer; establishment of a formal consultant knowledge transfer plan.
- Install, maintain, and troubleshooting production z/OS WebSphere Application Server infrastructure (including HTTP / IHS / APACHE Servers);
- Assisting in providing ongoing support of WAS and MQ for z/OS as it pertains to project objectives. For example: develop new WAS deployment managers and application servers , configure WAS Java Batch and Enterprise Java Beans (EJB) timers, install Application Resources in WAS for z/OS (DataSources, Queue Dests, MDB Listeners , MQ Publish and Subscribe, MQ Listeners, etc)
- Troubleshooting and debugging the above for performance and availability improvements as well as automate processes where required.
- Documenting the above IT Operations for MOD
- Maintaining in-depth technical awareness of project issues, project status, and future software upgrades/maintenance to WAS and MQ, products.
- Communicating technical issues and work plan with other technical specialists, Operations, Clients, Application developers and MOD management.
- Participating in performance and system resource availability improvements as it relates to WAS, MQ, and CICS support.
- Using automation as much as possible, and developing Scripts for building and installing WAS servers in various states to reduce errors.
- Managing time and prioritizing work to meet the requested deadlines.
- Identifying performance challenges and implementing performance improvement and functional requirement strategies;
- Creating and maintaining documentation, such as but not limited to : installation, maintenance, support, specification, architecture, build, backup/ restore procedures;
- Participation in the development and creation of final build strategies as necessary;
- Install, test, and maintain Websphere servers and MQ series subsystems, in various mainframe z/OS development and production environments.
- Installing, maintaining, and supporting WAS / MQ and several software products under z/OS;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR) and Request for Changes (RFC)
- Installing and configuring various monitoring or management tools such as ITCAM;
- Maintaining and recommending enhancements to security posture;
- Making technical and procedural recommendations and enhancements



**Constraints:**

- The consultant must cooperate with SSC management in regard to knowledge transfer; establishment of a formal consultant knowledge transfer plan.
  
- Any training required will be the responsibility of the contractor, including training of new software in-discussion and/or newly implemented software.

**Deliverables:**

The Contractor must create and maintain the following deliverables as required:

- Provide detail technical analysis, technical documentation, and make technical recommendations to SSC Management, pertaining to WAS/MQ on z/OS, in support of the Project objectives, which may include:
  - Building and Implementing WAS for z/OS Deployment Managers and Application Servers; including Federating AppServers
  - Building and Implementing MQ Pub/Sub and MQ listener
  - Build new Mainframe labs
  - Perform initial deploys and migrations of DUs into each lab
  - Configure WAS Java Batch and Enterprise Java Beans (EJB) timers
  - Apply software vendor patches (for WAS/MQ) on the M/F where needed to meet deliverable and timeline objectives.
- Create and maintain the following deliverables as required:
  - Installation procedures
  - Maintenance procedures
  - Support procedures
  - Platform specifications and standards
  - Architecture design
  - Platform build strategy
  - Backup and restore procedures



## 5.Senior Systems Administrator – CICS on Mainframe

### Objective:

Shared Services Canada (SSC) has a requirement for one or more Systems Analysts (Level 3) to work with the Mainframe Messaging and Transaction Services (MMTS) Section within the Mainframe Operations Division (MOD). The MMTS Section provides WAS, MQ, and CICS support on the SSC mainframe infrastructure in support of MOD clients/partners including: Customs Border Service Agency (CBSA), Canada Revenue Agency (CRA), Government Operations (GOP), Department of National Defence (DND), and RCMP.

### Background:

SSC /MOD/MMTS has a commitment to partners and clients to meet and maintain day-to-day operations, complete project deliverables/tasks, and Service Level Agreements. There is currently a shortage of in-house resources with the required specialized skill set.

### Scope:

This contract is for the provision of one or more Senior Systems Administrator - CICS on mainframe, to provide engineering and support services for ongoing operations and projects.

The candidate will assist the MMTS Section in:

- Monitor and support day-to-day operations
- Perform various storage software product installations
- Execute maintenance and support services on various z/Series storage software products
- Perform onsite support
- Perform off site support (e.g. from a remote location)
- Perform on-call support
- Configure and install application resources.
- Troubleshooting problems with infrastructure builds.
- System Performance improvements
- Analyzing and developing solutions to problems/issues/incidents, and reporting the progress of tasks / projects to the immediate Team Leader, to MOD management, and Project Managers managing the projects / releases.

The following products are in scope (but not limited to):

- CICS , CTG
- Visual Age PACBASE
- Websphere (WAS)
- MQ Series
- HTTP / IHS / APACHE Servers
- Java

This Systems Administrator must be capable of working independently with minimal supervision and work directly with several people within MOD. The Systems Administrator candidate must be pro-active in determining what is required to achieve success for the assigned tasks, pursuing management approval for these items, providing support to the subordinate Technical Supporters, and MOD management team ensuring their completion and accurate documentation of project statuses, decisions, and various artefacts. Additionally, the System Administrator must be capable of working with the various





stakeholders within and external to SSC, including participating in meetings to discuss technical issues related to WAS/MQ Support.

### **Tasks/Technical Specifications**

The tasks of the Systems Administrator – Mainframe Messaging and Transaction - CICS on Mainframe can include but are not limited to:

- Cooperation with SSC management in regard to knowledge transfer; establishment of a formal consultant knowledge transfer plan.
- Install, maintain, and troubleshooting production z/OS CICS and CTG (including XA cross-commit).
- Assisting in providing ongoing support of CICS for z/OS as it pertains to project objectives. For example: build new CICS Regions
- Troubleshooting and debugging the above for performance and availability improvements as well as automate processes where required.
- Documenting the above IT Operations for MOD
- Maintaining in-depth technical awareness of project issues, project status, and future software upgrades/maintenance to CICS products.
- Communicating technical issues and work plan with other technical specialists, Operations, Clients, Application developers and MOD management.
- Participating in performance and system resource availability improvements as it relates to CICS support.
- Using automation as much as possible, and developing Scripts for building and installing CICS servers in various states to reduce errors.
- Managing time and prioritizing work to meet the requested deadlines.
- Identifying performance challenges and implementing performance improvement and functional requirement strategies;
- Creating and maintaining documentation, such as but not limited to : installation, maintenance, support, specification, architecture, build, backup/ restore procedures;
- Participation in the development and creation of final build strategies as necessary;
- Install, test, and maintain CICS Regions & servers, in various mainframe z/OS development and production environments.
- Installing, maintaining, and supporting CICS and several software products under z/OS;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR) and Request for Changes (RFC).
- Installing and configuring various monitoring or management tools such as ITCAM;
- Maintaining and recommending enhancements to security posture;
- Making technical and procedural recommendations and enhancements
- Receive, log, and resolve (through various technical support resources), CICS-related and/or Visual Age PACBASE related software technical problems received from Users
- Install Life Cycle Application Managers (LCAM) programmer applications using a staged system of migration from development or test to production through various CICS regions and/or MQ series subsystem regions and/or Visual Age PACBASE environments..



- Install, test, maintain Visual Age PACBASE environments
- Perform Visual Age PACBASE Administrator functions, such as userid synchronizations.
- Provide Visual Age PACBASE database maintenance and support to users, including responding to requests for problem resolution, and set-up of daily backup/restore jobs to ensure Visual Age PACBASE DB integrity.

**Constraints:**

- The consultant must cooperate with SSC management in regard to knowledge transfer; establishment of a formal consultant knowledge transfer plan.
- Any training required will be the responsibility of the contractor, including training of new software in-discussion and/or newly implemented software.

**Deliverables:**

The Contractor must create and maintain the following deliverables as required:

- Provide detail technical analysis, technical documentation, and make technical recommendations to SSC Management, pertaining to CICS on z/OS, in support of the Project objectives, which may include:
  - Building new CICS Regions and/or CICS Transaction Gateways (CTG).
  - Apply software vendor patches (for CICS) on the M/F where needed to meet deliverable and timeline objectives.
  - Provide Visual Age PACBASE support functions
- Create and maintain the following deliverables as required:
  - Installation procedures
  - Maintenance procedures
  - Support procedures
  - Platform specifications and standards
  - Architecture design
  - Platform build strategy
  - Backup and restore procedures



## 6. Senior and Intermediate Systems Administrator – Mainframe z/VM and Linux

### Objective

Shared Services Canada (SSC) has a requirement for one or more Intermediate and Senior Systems Administrator(s) to work with the Mainframe Foundation Software group in the Mainframe Operations Division (MOD).

The Systems Administrator for z/VM and Linux will functionally report to the MOD Mainframe Foundation Software Manager.

### Background

The SSC Mainframe Operations Division has a commitment to partners and clients to meet and maintain day-to-day operations and Service Level Agreements. There is currently a shortage of in-house Intermediate and Senior Systems Administrators with the required skill sets.

### Scope

This SA is for the provision of one or more Intermediate and/ or Senior Systems Administrator(s) to provide engineering and support services for ongoing operations and projects. The candidate will:

- Monitor and support day-to-day operations
- Perform various software product installations
- Execute maintenance and support services on various z/Series software products
- Perform onsite support
- Perform off site support (e.g. from a remote location)
- Perform on call support (with potential overtime)

The following products are in scope (but not limited to):

- z/VM 6.3 and Support Products
- z/LINUX including Support Products
- Capacity Planning and Performance Monitoring
- zVM SSI, RSCS, PERFSVM and OMEGAMON XE
- Oracle and DB2 LUW RDBMS software
- TCPIP
- DIRMAINT and other zVM
- mainframe Storage Products
- RACF for zVM and DIRMAINT
- Batch automation
- Language Environment Support and Products
- z/VM and zLINUX compatible Independent Software Vendor (ISV) products

### Tasks/Technical Specifications

The tasks of the Systems Administrator, z/VM and zLINUX are:

- Systems Programming on IBM mainframes;
- Installing or migrating z/VM and zLINUX upgrades;



- Maintaining z/VM systems including parameter definition; IPL's, profile maintenance, and directory management;
- Troubleshooting production including performance issues, IPL problems, system dump analysis;
- Applying maintenance to z/VM, z/LINUX and related products via vendor maintenance products;
- Identifying performance challenges and implementing performance and improvement strategies;
- Creating and maintaining documentation including, but not limited to: operating system installation, maintenance, support, specification, architecture, build, backup/ restore procedures;
- Participation in the development and creation of final build strategies as necessary;
- Installing, maintaining and supporting "third party" products (i.e. - Computer Associates, Velocity, Oracle, etc.);
- Installing, maintaining and supporting various LPARS and the associated operating z/VM infrastructure;
- Providing support to multiple partners and clients (including application development teams), onsite and on an "on-call" basis;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR), Request for Changes (RFC) and Solution Requests (SR);
- Installing and configuring various monitoring or management tools;
- Maintaining and recommending enhancements to the operating system security environment;
- Making technical and procedural recommendations and enhancements;

### **Deliverables**

The contractor must create and maintain the following deliverables as required:

- Installation procedures
- Maintenance procedures
- Support procedures
- Platform specifications and standards
- Architecture design
- Platform build strategy
- Backup and restore procedures



## 7. Senior Systems Administrator - z/OS & Software Products

### Objective

Shared Services Canada (SSC) has a requirement for one or more Senior Systems Administrator(s) z/OS & Software Products to work with the Mainframe Foundation Services group in the Mainframe Operations Division (MOD).

### Background

The Mainframe Operations Division has a commitment to partners and clients to meet and maintain day-to-day operations and Service Level Agreements. There is currently a shortage of in-house Senior Systems Administrators with the required skill sets.

### Scope

This SA is for the provision of one or more Senior Systems Administrator(s) to provide engineering and support services for ongoing operations and projects. The candidate will:

- Monitor and support day-to-day operations
- Perform various software product installations
- Execute maintenance and support services on various z/Series software products
- Perform onsite support
- Perform off site support (e.g. from a remote location)
- Perform on call support (with potential overtime)

The following products are in scope (but not limited to):

- z/OS 1.13/2.1
- z/OS Support Products
- VTAM/SNA/TCPIP
- RACF/TSS/ACF2
- Batch automation
- Language Environment Support and Products
- z/OS compatible Independent Software Vendor (ISV) products

### Tasks/Technical Specifications

The tasks of the Systems Administrator, z/OS & Software Products are:

- Systems Programming on IBM mainframes;
- Installing or migrating z/OS upgrades;
- Maintaining z/OS systems including parameter definition; IPL's, profile maintenance, and catalog management;
- Troubleshooting production including performance issues, IPL problems, system dump analysis;



- Applying maintenance to z/OS and related products via the SMP IBM maintenance product;
- Identifying performance challenges and implementing performance improvement and functional requirement strategies;
- Creating and maintaining documentation including, but not limited to: operating system installation, maintenance, support, specification, architecture, build, backup/ restore procedures;
- Participation in the development and creation of final build strategies as necessary;
- Installing, maintaining and supporting “third party” products (i.e. - Computer Associates, BMC, Compuware, etc.);
- Installing, maintaining and supporting various LPARS and the associated operating z/OS infrastructure;
- Providing support to multiple partners and clients (including application development teams), onsite and on an “on-call” basis;
- Monitoring of the service management ticketing systems and respond to Incident Requests (IR), Request for Changes (RFC) and Solution Requests (SR);  
Installing and configuring various monitoring or management tools such as ITCAM;
- Installing and configuring various monitoring or management tools;
- Maintaining and recommending enhancements to the operating system security environment;
- Making technical and procedural recommendations and enhancements;

### **Deliverables**

The Contractor must create and maintain the following deliverables as required:

- Installation procedures
- Maintenance procedures
- Support procedures
- Platform specifications and standards
- Architecture design
- Platform build strategy
- Backup and restore procedures



**APPENDIX A TO ANNEX A  
TASK AUTHORIZATION PROCEDURES  
(Upon Contract Award)**

**1. TA Request**

- (a) Where a requirement for a specific task has been identified and a TA is to be provided to the Contractor in accordance with the allocation methodology described in the Contract Article titled "Task Authorization", a TA Form, as attached at Appendix B to Annex B, will be prepared by the Technical Authority and sent to the Contractor.
- (b) A TA Form will contain the following information, if applicable:
  - (i) a task number;
  - (ii) the details of any financial coding to be used;
  - (iii) the date by which the Contractor's response must be received by the Contract Authority;
  - (iv) a brief statement of work for the task identifying the resource category(ies), level and specialty required and describing the activities to be performed including any deliverables;
  - (v) the interval during which the task is to be carried out (beginning and end dates);
  - (vi) the number of person-days of effort required;
  - (vii) the specific work location; and
  - (viii) any other constraints that might affect the completion of the task.

**2. TA Quotation**

- (a) Once it receives the TA Form, the Contractor must submit a quotation to the Contract Authority, identifying its proposed resources and detailing the cost and time to complete the task(s). The quotation must be based on the rate(s) set out in the Contract. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the TA. The Contractor must provide any information requested by Canada in relation to the preparation of a TA within 5 working days of the request.
- (b) For each proposed resource the Contractor must supply:
  - (i) A resume and completed Appendix C to Annex A for the Category(ies) of Personnel and level(s) identified in the TA Form. The Contractor's quotation must demonstrate that each proposed resource meets the mandatory requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:
    - (A) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work.
    - (B) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource by the time of bid closing. For post secondary education, Canada will only accept credentials from institutions recognized by the Department of Education of any Canadian province, or for those obtained in a foreign country, by either of the credential assessment organizations listed on the Website: <http://www.cicic.ca/>
    - (C) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of bid closing and must continue, where applicable, to be a member in good standing of the profession's governing body throughout the evaluation and Contract Period.
    - (D) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
    - (E) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the individual's resume does not include the relevant dates for the experience claimed (i.e., the start date and end date).
    - (F) For work experience to be considered by Canada, the Contractor's response must not simply indicate the title of the individual's position, but must demonstrate that the resource



has the required work experience by explaining the responsibilities and work performed by the individual while in that position. In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.

- (ii) The following security information:

SECURITY INFORMATION	CONTRACTOR TO INSERT DATA
Name of individual as it appears on security clearance application form	
Level of security clearance obtained	
Validity period of security clearance obtained	
Security Screening Certificate and Briefing Form file number	

- (iii) Certifications at Appendix D to Annex A (as applicable).

- (c) The quotation must be submitted to the Contract Authority within the time for response identified in the TA Form. The Contractor will be given a minimum of 48 hours turnaround time to submit a quotation.

**3. Resource Assessment**

- (a) Each proposed resource will be assessed for compliance with the mandatory requirements identified in Appendix C to Annex B applicable to that Category of Personnel. Proposed resources that do not comply with each and every mandatory criteria will not be accepted.
- (b) Canada reserves the right to request references from the Contractor to conduct a reference check to verify the accuracy of the information provided. If references are requested, Canada will conduct the reference check in writing by e-mail (unless the contact at the reference is only available by telephone). A Contractor will not be responsive to a mandatory requirement unless the response is received to an e-mail reference check request within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information evaluated. The mandatory requirement will not be considered met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will the mandatory requirement be met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor. Crown references will be accepted.

**4. TA Acceptance**

- (a) Once the Contractor's quotation has been accepted by the Technical Authority, the TA Form will be signed by Canada and provided to the Contractor for signature. Whether or not to approve or issue a TA is entirely within Canada's discretion.
- (b) The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a fully signed TA Form has been received, and any work performed in its absence is done at the Contractor's own risk.





**APPENDIX B TO ANNEX A**  
**EXAMPLE: Task Authorization Request and Acceptance Form**  
**Sigma/P2P Task Authorization form will be accepted as well.**

TASK AUTHORIZATION (TA) FORM					
CONTRACTOR		CONTRACT NUMBER:			
COMMITMENT #		FINANCIAL CODING:			
TASK NUMBER (AMENDMENT):		ISSUE DATE:		RESPONSE REQUIRED BY:	
1. STATEMENT OF WORK (WORK ACTIVITIES AND DELIVERABLES):					
SEE ATTACHED FOR STATEMENT OF WORK AND CERTIFICATIONS REQUIRED.					
2. PERIOD OF SERVICES:		FROM (DATE):		TO (DATE):	
3. WORK LOCATION:					
4. TRAVEL REQUIREMENTS:					
5. LANGUAGE REQUIREMENTS:					
6. OTHER CONDITIONS/CONSTRAINTS:					
7. LEVEL OF SECURITY CLEARANCE REQUIRED FOR THE CONTRACTOR' PERSONNEL:					
RESOURCE CATEGORY	NAME OF PROPOSED RESOURCE	PWGSC SECURITY FILE NUMBER	PER DIEM RATE	ESTIMATED # OF DAYS	TOTAL COST
ESTIMATED COST					
GST					
TOTAL LABOUR COST					
ESTIMATED TRAVEL COST (IN ACCORDANCE WITH TBS GUIDELINES)					
TOTAL ESTIMATED COST					
8. SIGNING AUTHORITIES:					
Name, Title and Signature of Individual Authorized to Sign on Behalf of Contractor		Contractor (signature)		Date:	
Name, Title and Signature of Individual Authorized to Sign on Behalf of SSC – PVR (Technical Authority)		SSC-PVR (signature)		Date:	
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.					



**APPENDIX C TO ANNEX A**

**RESOURCE ASSESSMENT CRITERIA AND RESPONSE TEMPLATES**

**(TO BE USED WHEN THE CONTRACT IS AWARDED)**

**D1.0 Task Authorization (TA) Initiation**

Where a requirement for a specific task has been identified a TA will be provided to the Contractor. The qualifications and experience of the proposed resources will be assessed against the requirements set out in the below tables to determine each proposed resources compliance with the criteria identified in Section D.2 of this Annex.

**D1.1 Assessment**

The qualifications and experience of the proposed resources will be assessed against the requirements set out in the appropriate category and level below.

**D.1.2 Acceptance**

Once the TA Technical Authority has accepted the quotation, the TA will be signed by the Contracting Authority and provided to the Contractor for signature. All TA Forms will be signed by the Contracting authority final approval.

**D2.0 RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLES**

**1(a).Systems Administrator – Level 3 - z/OS Performance Management & Reporting**

**Mandatory Evaluation Criteria**

Mandatory Requirement	Requirement (Y/N)	Met	Clearly Demonsrate how requirement is met Summary/Description
M1. The candidate must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) with z/OS.			
M2. The candidate must demonstrate 5+ years experience (within 15 years preceding the closing date of this bid solicitation) with a minimum of two of the			



<p>following:</p> <ul style="list-style-type: none"><li>• RMF</li><li>• WLM</li><li>• Omegamon</li><li>• TDS</li><li>• z/PCR</li></ul>		
<p>M3. The candidate must demonstrate 5+ years experience (within 15 years preceding the closing date of this bid solicitation) defining, creating, installing, securing, maintaining and upgrading z/OS performance monitoring and capacity planning software.</p>		
<p>M4. The candidate must demonstrate 5+ years (within 15 years preceding the closing date of this bid solicitation) troubleshooting production performance issues in a mainframe environment and the ability to work effectively with the other support groups.</p>		
<p>M5. The candidate must demonstrate 5 years of experience (within 15 years preceding the closing date of this bid solicitation) identifying performance challenges and implementing performance improvement and functional requirement strategies in a mainframe environment.</p>		
<p>M6. The candidate must demonstrate 5 years of experience (within 15 years preceding the closing date of this bid solicitation) with</p>		



<p>creating and maintaining documentation including, but not limited to: z/OS installation, maintenance, support, specification, architecture, build, backup/restore procedures. This will include participation in the development, creation and involvement in a final build strategy.</p>		
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**1(b).Systems Administrator - z/OS Performance Management & Reporting Rated Evaluation Criteria**

Rated Requirements	MAX POINTS	POINTS RECEIVED	Notes
<p>R1. The Bidder should demonstrate how the candidate has experience participating with teams in meeting deadlines: (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 projects: 5 points</li> <li>▪ 6 - 10 projects: 10 points</li> <li>▪ 11 - 15 projects: 15 points</li> <li>▪ 16+ projects: 20 points</li> </ul>	20		
<p>R2. The Bidder should demonstrate how the candidate has experience working with users in order to confirm requirements of usage and providing best practice safeguards: (Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has familiarity with ITIL Change Management processes.</p>	20		



<p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4 years or more: 20 points</li> </ul>			
<p>R4. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with DB2 SQL, TSO/E, ISPF, SDSF, JCL and IBM utilities.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R5. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with z/OS WLM, RMF, Omegamon, TDS and related software.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R6. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with SMP/E.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with z/OS</p>	20		



<p>Diagnostic and debugging.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"><li>▪ 1 - 3 years : 10 points</li><li>▪ 4+ years: 20 points</li></ul>			
<p>R8. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with providing skilled technical assistance in performance issues resolution and capacity planning.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"><li>▪ 1 - 3 years : 10 points</li><li>▪ 4+ years: 20 points</li></ul>	20		
<p>R9. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with modeling techniques such as z/PCR to elaborate accounting parameters for chargeback.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"><li>▪ 1 - 3 years : 10 points</li><li>▪ 4+ years: 20 points</li></ul>	20		
<p>R10. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) with various zOS monitoring / debugging facilities (IPCS, RMF, SMF).</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"><li>▪ 1 - 3 years : 10 points</li><li>▪ 4+ years: 20 points</li></ul>	20		



R11. The Bidder should demonstrate how the candidate has experience (within 15 years preceding the closing date of this bid solicitation) supporting and maintaining various OEM software products (TDS, Boxscore, z/PCR, Omegamon)  (Maximum 20 points)  <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<b>MAX POINTS ACHIEVED</b>	220		
<b>MINIMUM PASS MARK</b>	154		

**2(a).Senior Systems Administrator Mainframe z/OS Network Mandatory Evaluation Criteria**

Mandatory Requirement	Requirement (Y/N)	Met	HOW REQUIREMENT IS MET Summary/Description
M1. The candidate must demonstrate 10+ years experience (within 12 years preceding the closing date of this bid solicitation) with z/OS technologies.			
M2. The candidate must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) with a minimum of two of the following: <ul style="list-style-type: none"> <li>• z/OS</li> <li>• TCPIP</li> <li>• VTAM</li> <li>• Connect Direct</li> </ul>			
M3. The candidate must demonstrate 5+ years experience (within 10 years preceding the closing date of			



<p>this bid solicitation) defining, creating, installing, securing, maintaining and upgrading z/OS Network software.</p>		
<p>M4. The candidate must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) troubleshooting production z/OS IP stacks.</p>		
<p>M5. The candidate must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) working effectively as a team with firewall and LAN groups to resolve issues.</p>		
<p>M6. The candidate must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) identifying performance challenges, implementing performance improvement and functional requirement strategies.</p>		
<p>M7. The candidate must demonstrate 3+ years of experience (within 10 years preceding the closing date of this bid solicitation) with creating and maintaining documentation including, but not limited to: z/OS installation, maintenance, support, specification, architecture, build, backup/restore procedures. This will include participation in the development, creation and involvement in a final build strategy.</p>		





**2(b).Senior Systems Administrator – Mainframe z/OS Network Rated Evaluation Criteria**

Rated Requirements	MAX POINTS	POINTS RECEIVED	Clearly Demonstrate how requiremet is met Summary/Description
<p>R1. The Bidder should demonstrate how the candidate has experience with resolving conflicts among users: (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 7+ years: 20 points</li> </ul>	20		
<p>R2. The Bidder should demonstrate how the candidate has good communication skills (oral and written) experience working with programmers, analysts and users regarding the efficient and secure use of z/OS:  (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has experience participating with teams in meeting deadlines.  (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 projects: 5 points</li> <li>▪ 6 - 10 projects: 10 points</li> <li>▪ 11 - 15 projects: 15 points</li> <li>▪ 16+ projects: 20 points</li> </ul>	20		
<p>R4. The Bidder should demonstrate how the candidate has experience working with users in order to confirm requirements of usage and providing best practice safeguards. (Maximum 20 points)</p>	20		



<ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>			
<p>R5. The Bidder should demonstrate how the candidate has familiarity with ITIL Change Management processes.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4 years or more: 20 points</li> </ul>	20		
<p>R6. The Bidder should demonstrate how the candidate has experience providing cross-training and knowledge transfer.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with mainframe VTAM, NCP, TCP/IP and related software and hardware, and network management components.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with TSO/E, ISPF, SDSF, JCL and IBM utilities.</p> <p>(Maximum 20 points)</p>	20		



<ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>			
<p>R9. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with SMP/E.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R10. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with z/OS Diagnostic and debugging.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R11. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with providing skilled technical assistance (LAN, WAN, Intranet, and Internet) in network planning, engineering, security (firewalls), and architecture.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R12. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with various zOS monitoring / debugging facilities</p>	20		



(IPCS, RMF, SMF).  (Maximum 20 points)  <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>			
R13. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with supporting and maintaining various OEM software products (Connect Direct, VTP)  (Maximum 20 points)  <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<b>MAX POINTS ACHIEVED</b>	260		
<b>MINIMUM PASS MARK</b>	182		

**3(a). Intermediate Mainframe Storage Administrator Mandatory Criteria Evaluation**

Mandatory Requirement	Requirement Met (Y/N)	Clearly Demonstrate how requirement is met Summary/Description
M1. The proposed resource must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) with Systems Programming on IBM mainframes with experience with TSO, ISPF, JCL, and z/OS utilities.		
M2. The proposed resource must demonstrate 5+ years (within 10 years preceding the closing date of this bid solicitation) with IBM DFSMS storage management software products.		



<p>M3. The proposed resource must demonstrate 3+ years experience (within 10 years preceding the closing date of this bid solicitation) configuring and applying hardware configuration definitions via the IBM HCD facility.</p>		
<p>M4. The proposed resource must demonstrate 3+ years experience (within 10 years preceding the closing date of this bid solicitation) applying maintenance to z/OS-related products via the SMP IBM maintenance product.</p>		

**3(b).Intermediate Mainframe Storage Engineer Rated Criteria Evaluation**

<p><b>Rated Requirements</b></p>	<p><b>MAX POINTS</b></p>	<p><b>POINTS RECEIVED</b></p>	<p><b>Clearly Demonstrate how requirement is met Summary/Description</b></p>
<p>R1. The Bidder should demonstrate how the candidate has experience with resolving conflicts among users:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 7+ years: 20 points</li> </ul>	<p>20</p>		
<p>R2. The Bidder should demonstrate how the candidate has good communication skills (oral and written) and experience working with programmers, analysts and end users.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 15 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	<p>20</p>		



<p>R3. The Bidder should demonstrate how the candidate has experience working on and participating with teams in meeting deadlines.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 projects: 5 points</li> <li>▪ 6 - 10 projects: 10 points</li> <li>▪ 11 - 15 projects: 15 points</li> <li>▪ 16+ projects: 20 points</li> </ul>	20		
<p>R4. The Bidder should demonstrate how the candidate has experience working with users in order to confirm requirements of usage and providing best practice safeguards:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R5. The Bidder should demonstrate how the candidate has familiarity with ITIL Change Management processes.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4 years or more: 20 points</li> </ul>	20		
<p>R6. The Bidder should demonstrate how the candidate has experience providing cross-training and knowledge transfer.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this</p>	20		



<p>bid solicitation) installing, maintaining and supporting “third party” products from ISV’s (Independent Software Vendors (e.g. CA, BMC, Compuware, etc.)</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>			
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) implementing and supporting mainframe disaster recovery solutions, including PPRC-based solutions; using z/OS Global Mirroring (XRC), and/or GDPS (Geographically Dispersed Parallel Sysplex) and storage controller-based replication solutions.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R9. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) troubleshooting performance issues using standard z/OS analysis tools such as: SMF, RMF and GTF.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R10. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with mainframe backup and recovery solutions</p>	20		



<p>similar to FDR and DFDSS.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>			
<p>R11. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with the IBM TS7700 VTS tape systems.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R12. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with data migration tools including TDMF.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R13. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with IBM IDCAMS utility and catalog management.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>	20		
<p>R14. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with the configuration and administration</p>	20		





of the IBM and HDS enterprise class storage systems.  (Maximum 20 points)  <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4+ years: 20 points</li> </ul>			
<b>MAX POINTS ACHIEVED</b>	280		
<b>MINIMUM PASS MARK - 70%</b>	196		

**4(a). Systems Administrator– Websphere/MQ on Mainframe – Mandatory Grids**

Criteria ID	Mandatory Requirements  Systems Administrator - Mainframe Messaging and Transaction – Websphere/ MQ on Mainframe	Bidder’s Response	
		Met (Yes / No)	Cross Reference to Proposal
M1	The Bidder must clearly demonstrate that the proposed resource has a minimum of ten (10) years experience working as a System Administrator with z/OS technologies		
M2	The Bidder must clearly demonstrate that the proposed resource has a minimum of five (5) years experience (within 10 years preceding the closing date of this bid solicitation) with Websphere/MQ series on the z/OS mainframe environment.  The Bidder must provide one client reference for a project (the project must be at least three (3) years in duration), that can validate the experience claimed. The Bidder must provide the following information for each project reference: Name, Title, Client Organization; telephone, and email address.)		



**4(b). Systems Administrator - Websphere/MQ on Mainframe – Rated Grids**

	<b>Rated Criteria</b>	<b>Max Points</b>	<b>Points Received</b>	<b>Cross Reference to Resume</b>
R1	<p>The Bidder must clearly demonstrate that the proposed resource has experience working in Visual Age PACBASE at a minimum of three (3) years within the last ten (10) years.</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 year : 5 points</b></li> <li>▪ <b>2 years: 8 points</b></li> <li>▪ <b>3 + years : 15 points</b></li> </ul>	<b>15</b>		
R2	<p>The Bidder should demonstrate how the candidate has experience with CICS and CTG on z/OS or OS390</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 - 2 years : 5 points</b></li> <li>▪ <b>3 -4 years: 8 points</b></li> <li>▪ <b>5 + years : 15 points</b></li> </ul>	<b>15</b>		
R3	<p>The Bidder must clearly demonstrate that the proposed resource has experience in performing, installing and rolling out Websphere/MQ version upgrades and/or fixpacks , on a mainframe host z/OS infrastructure. (WAS version 5.0 or higher and MQ version 6.0 or higher)</p> <p><b>1 version or fixpack upgrades performed = 2 points</b></p> <p><b>2 version or fixpack upgrades performed = 4 points</b></p> <p><b>3 or more version or fixpack upgrades performed = 10 points</b></p>	<b>10</b>		
R4	<p>The Bidder must clearly demonstrate that the proposed resource building WAS Deployment Managers, Websphere Application Servers including Federating AppServers on z/OS and on HTTP/APACHE Servers on z/OS.</p>	<b>15</b>		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 4 years : 5 points</li> <li>▪ 5 – 6 years: 10 points</li> <li>▪ 7 + years: 15 points</li> </ul>			
R5	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with TSO/E, ISPF, SDSF, JCL and IBM utilities.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	<b>10</b>		
R6	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with various z/OS monitoring/debugging facilities (IPCS, RMF, SMF, and ITCAM).</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5points</li> <li>▪ 4+ years: 10 points</li> </ul>	<b>10</b>		
R7	<p>The Bidder must clearly demonstrate that to the proposed resource has experience as a user or software supporter with any of the following software/languages on the z/OS platform:</p> <ul style="list-style-type: none"> <li>• TCPIP running on a Mainframe Network (z/OS communication Server)</li> <li>• Mainframe Automation Software (e.g. SA390)</li> <li>• CA SiteMinder ASA agent for z/OS</li> <li>• IHS (Http server V5R3M0) Web Servers (WS)</li> <li>• Application Diagnostics ITCAM</li> <li>• Liberty Server</li> <li>• Java</li> <li>• Jython</li> </ul>	<b>10</b>		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<ul style="list-style-type: none"> <li>• Python</li> <li>• REXX</li> </ul> <p><b>1 Points for each; maximum 10 Points</b></p>			
R8	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with providing skilled technical assistance in WebSphere Application Development in planning, engineering, security and architecture.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	10		
R9	<p>The Bidder should demonstrate how the candidate has experience working with users in order to confirm requirements of usage and providing best practice safeguards:</p> <p><b>(Maximum: 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years :4 points</li> <li>▪ 4 - 5 years: 8 points</li> <li>▪ 6 - 7 years: 10 points</li> <li>▪ 8+ years: 15 points</li> </ul>	15		
R10	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with SMP/E.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	10		
R11	<p>The Bidder should demonstrate how the candidate has experience with Disaster Recovery or Business Recovery exercises on WAS/MQ on z/OS.</p>	5		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<b>1 exercise = 1 point</b> <b>2 exercises = 2 points</b> <b>3 exercises = 3 points</b> <b>4 or more exercises = 5 points</b>			

<b>MAX. AVAILABLE POINTS</b>	<b>125</b>
<b>MIN. POINTS REQUIRED</b> (i.e, 70% of Max available points)	<b>87.5</b>
<b>Points Achieved</b>	---

**5(a). Systems Administrator - CICS on Mainframe - Mandatory Grids**

Criteria ID	Mandatory Requirements  Systems Administrator - Mainframe Messaging and Transaction – CICS on Mainframe	Bidder's Response	
		Met (Yes / No)	Cross Reference to Proposal
MA1	The Bidder must clearly demonstrate that the proposed resource has a minimum of ten (10) years experience working as a System Administrator with z/OS technologies		
MA2	<p>The Bidder must clearly demonstrate that the proposed resource has a minimum of five (5) years experience (within 10 years preceding the closing date of this bid solicitation) with CICS and CTG on the z/OS mainframe environment.</p> <p>The Bidder must provide one client reference for a project (the project must be at least three (3) years in duration), that can validate the experience claimed. The Bidder must provide the following information for each project reference: Name, Title, Client Organization; telephone, and email address.)</p>		



**5 (b) Systems Administrator - CICS on Mainframe -Rated Grids**

	<b>Rated Criteria</b>	<b>Max Points</b>	<b>Points Received</b>	<b>Cross Reference to Resume</b>
R1	<p>The Bidder must clearly demonstrate that the proposed resource has experience working in Visual Age PACBASE at a minimum of three (3) years within the last ten (10) years.</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 year : 5 points</b></li> <li>▪ <b>2 years: 8 points</b></li> <li>▪ <b>3 + years : 15 points</b></li> </ul>	<b>15</b>		
R2	<p>The Bidder should demonstrate how the candidate has experience with Websphere/ MQ series system programmer on z/OS or OS390</p> <p><b>(Maximum 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 - 2 years : 5 points</b></li> <li>▪ <b>3 -4 years: 8 points</b></li> <li>▪ <b>5 + years : 15 points</b></li> <li>▪</li> </ul>	<b>15</b>		
R3	<p>The Bidder must clearly demonstrate that the proposed resource has experience in performing, installing and rolling out CICS version upgrades and/or fixpacks , including CICS Transaction Server 1.3 or higher, on a mainframe host z/OS infrastructure.</p> <p><b>1 version or fixpack upgrades performed = 2 points</b></p> <p><b>2 version or fixpack upgrades performed = 4 points</b></p> <p><b>3 or more version or fixpack upgrades performed = 10 points</b></p>	<b>10</b>		
R4	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with TSO/E, ISPF, SDSF, JCL and IBM utilities.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ <b>1 - 3 years : 5 points</b></li> <li>▪ <b>4+ years: 10 points</b></li> </ul>	<b>10</b>		
R5	<p>The Bidder should demonstrate how the</p>	<b>10</b>		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<p>candidate has experience (within 10 years preceding the closing date of this bid solicitation) with various z/OS monitoring/debugging facilities (IPCS, RMF, SMF, and ITCAM).</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5points</li> <li>▪ 4+ years: 10 points</li> </ul>			
R6	<p>The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with technical assistance in CICS engineering, security and architecture.</p> <p><b>(Maximum 10 points)</b></p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4+ years: 10 points</li> </ul>	10		
R7	<p>The Bidder should demonstrate how the candidate has experience working with users in order to confirm requirements of usage and providing best practice safeguards:</p> <p><b>(Maximum: 15 points)</b></p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years :4 points</li> <li>▪ 4 - 5 years: 8 points</li> <li>▪ 6 - 7 years: 10 points</li> <li>▪ 8+ years: 15 points</li> </ul>	15		
R8	<p>The Bidder should demonstrate how the candidate has experience in installing and maintaining CICSPLEX System Manager</p> <p><b>1 points for each year of experience to a maximum of 5 points.</b></p>	5		
R9	<p>The Bidder should demonstrate how the candidate has experience CICS dynamic routing and workload management in an MRO CICSPLEX.</p>	5		



	Rated Criteria	Max Points	Points Received	Cross Reference to Resume
	<b>1 point for each year of experience to a maximum of 5 points.</b>			
R10	The Bidder should demonstrate how the candidate has experience customizing CICS and developing IBM 370 Assembler Language system programs for CICS.  <b>1 point for each year of experience to a maximum of 5 points.</b>	5		
R11	The Bidder should demonstrate how the candidate has experience developing and packaging SMP/E, PTFs, Functions and USERMODS.  <b>1 point for each year of experience to a maximum of 5 points.</b>	5		
R12	The Bidder should demonstrate how the candidate has experience with Disaster Recovery or Business Recovery exercises on CICS or WAS/MQ on z/OS.  <b>1 exercise = 1 point 2 exercises = 2 points 3 exercises = 3 points 4 or more exercises = 5 points</b>	5		

<b>MAX. AVAILABLE POINTS</b>	110
<b>MIN. POINTS REQUIRED</b> (i.e, 70% of Max available points)	77
<b>Points Achieved</b>	---





**6(a).Intermediate Systems Administrator – Mainframe zLinux Mandatory Evaluation Criteria**

<b>Mandatory Requirement</b>	<b>Requirement Met (Y/N)</b>	<b>HOW REQUIREMENT IS MET Summary/Description</b>
M1. The proposed resource must demonstrate 3+ years experience (within 10 years preceding the closing date of this bid solicitation) as a zLINUX and zVM system programmer on a z/VM and/or zBX mainframe production system.		
M2. The proposed resource must demonstrate 3+ years experience (within 10 years preceding the closing date of this bid solicitation) configuring and supporting DIRMAINT and RACF for z/VM subsystems.		
M3. The proposed resource must demonstrate 3+ years experience (within 10 years preceding the closing date of this bid solicitation) working in a zVM SSI Cluster environment.		
M4. The proposed resource must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) participating in Disaster or Business Recovery Exercises.		
M5. The proposed resource must demonstrate 3+ years experience (within 10 years preceding the closing date of this bid solicitation) applying maintenance to z/VM and zLINUX including related products via vendor maintenance products		
M6. The proposed resource must demonstrate 5+ years experience (within 10 years preceding the closing date of this bid solicitation) identifying		



<p>technical and performance challenges and implementing performance improvement strategies in a zSeries environment.</p>		
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**6(b).Intermediate Systems Administrator Mainframe zLinux Rated Evaluation Criteria**

Rated Requirements	MAX POINTS	POINTS RECEIVED	Notes
<p>R1. The Bidder should demonstrate how the candidate has Experience as a primary support person performing installation, maintenance and system administration of LINUX guests in a zBX and/or z/VM production environment:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 7+ years: 20 points</li> </ul>	20		
<p>R2. The Bidder should demonstrate that the candidate has experience configuring and supporting LINUX virtual guests:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has experience supporting DB2 LUW and/or Oracle in a LINUX environment:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		



<p>R4. The Bidder should demonstrate how the candidate has experience installing and maintaining SLES 11 SP3 or higher, SLES 12 SP1 and/or Redhat 6 or 7 for s390x:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ &gt; 6 to 12 months: 5 points</li> <li>▪ &gt; 12 to 18 months: 10 points</li> <li>▪ &gt; 18 to 24 months: 15 points</li> <li>▪ &gt; 24 months: 20 points</li> </ul>	20		
<p>R5. The Bidder should demonstrate how the candidate has experience performing installation, maintenance and system administration of zLINUX with mainframe and fiber channel storage:</p> <p>(Maximum 10 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5+ years: 10 points</li> </ul>	10		
<p>R6. The Bidder should demonstrate how the candidate has experience developing and performing procedures for backup and recovery of s390x LINUX and/or zVM with OS file level COTS or custom tools:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience configuring and supporting RDBMS and Applications leveraging TCP/IP over hypersockets and zVM RACF controlled vswitches:</p>	20		



<p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3- 5 years : 10 points</li> <li>▪ 5+ years: 20 points</li> </ul>			
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) configuring and supporting zBX and/or zVM system using the IBM Z-Series Hardware Management Console:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 10 points</li> <li>▪ 5+ years: 20 points</li> </ul>	20		
<p>R9. The Bidder should demonstrate how the candidate has experience configuring and supporting RACF, DIRMAINT and PERFSVM for zVM:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 10 points</li> <li>▪ 5+ years: 20 points</li> </ul>	20		
<p>R10. The Bidder should demonstrate how the candidate has experience using REXX and/or BASH/KSH/CSH to develop scripts and EXEC's for zVM and LINUX:</p> <p>(Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<b>MAX POINTS ACHIEVED</b>	190		



<b>MINIMUM PASS MARK - 70%</b>	133		
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**6(c) Senior Systems Administrator – Mainframe zLinux Mandatory Evaluation Criteria**

<b>Mandatory Requirement</b>	<b>Requirement (Y/N)</b>	<b>Met</b>	<b>HOW REQUIREMENT IS MET Summary/Description</b>
M1. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) as a zLINUX and zVM system programmer on a z/VM and/or zBX mainframe production system.			
M2. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) configuring and supporting DIRMAINT and RACF for z/VM subsystems.			
M3. The proposed resource must demonstrate 5+ years experience (within 15 years preceding the closing date of this bid solicitation) working in a zVM SSI Cluster environment.			
M4. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) participating in Disaster or Business Recovery Exercises.			
M5. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) applying maintenance to z/VM and zLINUX including related products via vendor maintenance products			



<p>M6. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) identifying performance challenges and implementing performance improvement strategies.</p>		
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**6(d)Senior Systems Administrator – Mainframe zLinux Rated Evaluation Criteria**

Rated Requirements	MAX POINTS	POINTS RECEIVED	Notes
<p>R1. The Bidder should demonstrate how the candidate has Experience as a primary support person performing installation, maintenance and system administration of LINUX guests in a zBX and/or z/VM production environment:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		
<p>R2. The Bidder should demonstrate that the candidate has experience configuring and supporting LINUX virtual guests:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has experience supporting DB2 LUW and/or Oracle in a LINUX environment:</p>	20		



<p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>			
<p>R4. The Bidder should demonstrate how the candidate has experience installing and maintaining SLES 11 SP3 or higher, SLES 12 SP1 and/or Redhat 6 or 7 for s390x:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ &gt; 6 to 12 months: 5 points</li> <li>▪ &gt; 12 to 18 months: 10 points</li> <li>▪ &gt; 18 to 24 months: 15 points</li> <li>▪ &gt; 24 months: 20 points</li> </ul>	20		
<p>R5. The Bidder should demonstrate how the candidate has experience performing installation, maintenance and system administration of zLINUX with mainframe and fibre channel storage:</p> <p>(Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 8 years : 5 points</li> <li>▪ 8+ years: 10 points</li> </ul>	10		
<p>R6. The Bidder should demonstrate how the candidate has experience developing and performing procedures for backup and recovery of s390x LINUX and/or zVM with OS file level COTS or custom tools:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience configuring and supporting RDBMS and</p>	20		



<p>Applications leveraging TCP/IP over hypersockets and zVM RACF controlled vswitches.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 8 years : 10 points</li> <li>▪ 8+ years: 20 points</li> </ul>			
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) configuring and supporting zBX and/or zVM system using the IBM Z-Series Hardware Management Console</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 8 years : 10 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R9. The Bidder should demonstrate how the candidate has experience configuring and supporting RACF, DIRMAINT and PERFSVM for zVM.</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 5 - 10 years : 10 points</li> <li>▪ 10+ years: 20 points</li> </ul>	20		
<p>R10. The Bidder should demonstrate how the candidate has experience using REXX and/or BASH/KSH/CSH to develop scripts and EXEC's for zVM and LINUX:</p> <p>(Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 years : 5 points</li> <li>▪ 5 - 10 years: 10 points</li> <li>▪ 10 - 15 years: 15 points</li> <li>▪ 15+ years: 20 points</li> </ul>	20		





<b>MAX POINTS ACHIEVED</b>	190		
<b>MINIMUM PASS MARK - 70%</b>	133		

**7(a) Senior Systems Administrator –Mainframe z/OS Mandatory Evaluation Criteria**

<b>Mandatory Requirement</b>	<b>Requirement (Y/N)</b>	<b>Met</b>	<b>HOW REQUIREMENT IS MET Summary/Description</b>
M1. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) with Systems Programming on IBM mainframes. This includes experience with TSO/E, ISPF, SDSF, JCL and IBM utilities.			
M2. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) installing or migrating z/OS upgrades.			
M3. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) maintaining z/OS systems including: parameter definition, IPL's, profile maintenance and catalog management.			
M4. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) troubleshooting production including: performance issues, IPL problems and system dump analysis.			



<p>M5. The proposed resource must demonstrate 10+ years experience (within 15 years preceding the closing date of this bid solicitation) applying maintenance to z/OS and related products via the SMP IBM maintenance product.</p>		
<p>M6. The proposed resource must demonstrate 4+ years experience (within 15 years preceding the closing date of this bid solicitation) identifying performance challenges and implementing performance improvement and functional requirement strategies in a zSeries environment.</p>		

**7(b) Senior Systems Administrator – Mainframe z/OS Rated Evaluation Criteria**

Rated Requirements	MAX POINTS	POINTS RECEIVED	Notes
<p>R1. The Bidder should demonstrate how the candidate has experience with resolving conflicts between clients and technical supporters:(Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 7+ years: 20 points</li> </ul>	20		
<p>R3. The Bidder should demonstrate how the candidate has experience participating in zSeries teams meeting project and or technical guidelines. (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 3 - 5 projects: 5 points</li> <li>▪ 6 - 10 projects: 10 points</li> <li>▪ 11 - 15 projects: 15 points</li> <li>▪ 16+ projects: 20 points</li> </ul>	20		



<p>R4. The Bidder should demonstrate how the candidate has experience working with clients in order to confirm requirements of usage and providing best practice recommendations: (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R5. The Bidder should demonstrate how the candidate has familiarity with ITIL Service Management and ITIL Change Management processes. (Maximum 10 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 5 points</li> <li>▪ 4 years or more: 10 points</li> </ul>	10		
<p>R6. The Bidder should demonstrate how the candidate has experience providing cross-training and knowledge transfer. (Maximum 20 points)</p> <ul style="list-style-type: none"> <li>▪ 2 - 3 years : 5 points</li> <li>▪ 4 - 5 years: 10 points</li> <li>▪ 6 - 7 years: 15 points</li> <li>▪ 8+ years: 20 points</li> </ul>	20		
<p>R7. The Bidder should demonstrate how the candidate has experience (within 10 years preceding the closing date of this bid solicitation) with various z/OS monitoring/debugging facilities (IPCS, RMF, SMF). (Maximum 40 points)</p> <ul style="list-style-type: none"> <li>▪ 1 - 3 years : 10 points</li> <li>▪ 4 - 6 years: 20 points</li> <li>▪ 6 + years: 40 points</li> </ul>	40		
<p>R8. The Bidder should demonstrate how the candidate has experience (within 10 years</p>	40		



preceding the closing date of this bid solicitation) with installing, maintaining and supporting “third party” products from ISV’s (Independent Software Vendors e.g. CA, BMC, Compuware, etc.) in a zSeries environment  (Maximum 40 points) <ul style="list-style-type: none"><li>▪ 1 - 3 years : 10 points</li><li>▪ 4 - 6 years: 20 points</li><li>▪ 6 + years: 40 points</li></ul>			
<b>MAX POINTS ACHIEVED</b>	170		
<b>MINIMUM PASS MARK</b>	119		



**APPENDIX D TO ANNEX A  
CERTIFICATIONS AT THE TASK AUTHORIZATION STAGE**

**1. Education and Experience**

The Contractor certifies that all the information provided in the resume(s) and supporting material submitted, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Contractor to be true and accurate. Furthermore, the Contractor warrants that the individual(s) proposed is capable of performing the Work described in the Contract. Canada reserves the right to verify any information provided in this regard, and untrue statements may result in the TA response being declared non-responsive or another action the Minister may consider appropriate.

\_\_\_\_\_  
Print name of authorized individual & sign above

\_\_\_\_\_  
Date

**2. Status of Personnel**

If the Contractor has proposed any individual in fulfillment of this Contract who is not an employee of the Contractor, the Contractor hereby certifies that it has written permission from such person (or the employer of such person) to propose the services of such person in relation to the work performed in fulfillment of this Contract and to submit such person's resume to Canada. The Contractor must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Contractor.

\_\_\_\_\_  
Print name of authorized individual & sign above

\_\_\_\_\_  
Date

**3. Availability of Personnel**

The Contractor certifies that, should it be authorized to provide the services under any TA resulting from this Contract, the resource(s) proposed in the TA response will be available to commence performance of the Work within a reasonable time from the date of acceptance of the Task Authorization, or within the time specified in the TA Form, and will remain available to perform the Work in relation to the fulfillment of the requirement.

\_\_\_\_\_  
Print name of authorized individual & sign above

\_\_\_\_\_  
Date

**4. Certification of Language**

The Contractor certifies that the proposed resource(s) in response to this TA is/are fluent in English. The individual(s) proposed is/are able to communicate orally and in writing without any assistance and with minimal errors in English.

\_\_\_\_\_  
Print name of authorized individual & sign above

\_\_\_\_\_  
Date



**ANNEX B**

**BASIS OF PAYMENT**

The Contractor will be paid in accordance with the following Basis of Payment for work performed under the Contract.

**Note to Suppliers:** A Firm Per Diem Rate for each resource category/level must be included with all bid submissions against the TBIPS, including Firm/Fixed Price bids.

**1. PROFESSIONAL SERVICES**

The Contractor will be paid the following firm all-inclusive per diem rates for work performed under this Contract, in accordance with Annex “A”, during the Contract period. Goods and Services Tax (GST) or Harmonized Sales Tax (HST) extra.

**Contract Period: Contract Award until April 30, 2020**

	<b>Resource Category</b>	<b>Level</b>	<b>Category of Personnel</b>	<b>Per Diem</b>
<b>Stream 3: IM/IT Services</b>				
I.9	Systems Administrator	3	Mainframe z/os	
I.9	Systems Administrator	3	Mainframe z/Linux	
I.9	Systems Administrator	2	Mainframe z/Linux	
I.9	Systems Administrator	3	Websphere / MQ on Mainframe	
I.9	Systems Administrator	3	CICS on Mainframe	
I.9	Systems Administrator	2	Mainframe Storage Product Solution	
I.9	Systems Administrator	3	Mainframe Network	
I.9	Systems Administrator	3	z/OS Performance Management & Reporting	

**OPTION PERIOD 1:**

**May 1, 2020 to April 30, 2021**

	<b>Resource Category</b>	<b>Level</b>	<b>Category of Personnel</b>	<b>Per Diem</b>
<b>Stream 3: IM/IT Services</b>				
I.9	Systems Administrator	3	Mainframe z/os	
I.9	Systems Administrator	3	Mainframe z/Linux	
I.9	Systems Administrator	2	Mainframe z/Linux	
I.9	Systems Administrator	3	Websphere / MQ on Mainframe	
I.9	Systems Administrator	3	CICS on Mainframe	
I.9	Systems Administrator	2	Mainframe Storage Product Solution	
I.9	Systems Administrator	3	Mainframe Network	
I.9	Systems Administrator	3	z/OS Performance Management & Reporting	



**OPTION PERIOD 2:  
May 1, 2021 to April 30, 2022**

	Resource Category	Level	Category of Personnel	Per Diem
<b>Stream 3: IM/IT Services</b>				
1.9	Systems Administrator	3	Mainframe z/os	
1.9	Systems Administrator	3	Mainframe z/Linux	
1.9	Systems Administrator	2	Mainframe z/Linux	
1.9	Systems Administrator	3	Websphere / MQ on Mainframe	
1.9	Systems Administrator	3	CICS on Mainframe	
1.9	Systems Administrator	2	Mainframe Storage Product Solution	
1.9	Systems Administrator	3	Mainframe Network	
1.9	Systems Administrator	3	z/OS Performance Management & Reporting	



**ANNEX C**

**SECURITY REQUIREMENTS CHECK LIST**





Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat <b>P2P R2482</b>
Security Classification / Classification de sécurité <b>UNCLAS</b>

**SECURITY REQUIREMENTS CHECK LIST (SRCL)  
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine <b>Shared Services Canada</b>		2. Branch or Directorate / Direction générale ou Direction <b>Data Centre</b>
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail This will be for a Tier 2 Professional Services contract that will supply contractors for Mainframe Operations Division for the Next 5 Years. Duties will include supporting the mainframe infrastructure, configurations and products suites.		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui <b>ca</b>
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of Information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
**UNCLAS**

Canada



Contract Number / Numéro du contrat <b>P2P R2482</b>
Security Classification / Classification de sécurité <b>UNCLAS</b>

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui  
If Yes, indicate the level of sensitivity: / Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments: / Commentaires spéciaux : \_\_\_\_\_

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?  No / Non  Yes / Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?  No / Non  Yes / Oui

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?  No / Non  Yes / Oui



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat <b>P2P R2482</b>
Security Classification / Classification de sécurité <b>UNCLAS</b>

**PART C - (continued) / PARTIE C - (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ		NATO				COMSEC						
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET / TRÈS SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens / Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Canada

Security Classification / Classification de sécurité  
Secret / Secrec

TBS/SCF 350-103(2004/12)

13. Organization Project Authority / Chargé de projet de l'organisme Chris Churchill Name (print) - Nom (en lettres moulées) Title - Titre Signature		14. Organization Security Authority / Responsable de la sécurité de l'organisme Chris Churchill E-mail address - Adresse courriel Date	
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?		16. Procurement Officer / Agent d'approvisionnement Julie Bampton Name (print) - Nom (en lettres moulées) Title - Titre Signature	
17. Contracting Security Authority / Autorité contractante en matière de sécurité Julie Bampton E-mail address - Adresse courriel Date		18. Contracting Security Authority / Autorité contractante en matière de sécurité Chris Churchill E-mail address - Adresse courriel Date	
19. Contracting Security Authority / Autorité contractante en matière de sécurité Chris Churchill E-mail address - Adresse courriel Date		20. Contracting Security Authority / Autorité contractante en matière de sécurité Chris Churchill E-mail address - Adresse courriel Date	

Contract Number / Numéro du contrat PAP 8482	Security Classification / Classification de sécurité Secret / Secrec
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**ANNEX D  
CODE OF CONDUCT**

<b>Adresse de courriel / E-mail Address:</b> Julie.bampton@canada.ca	
<b>Ministère/Department:</b> Shared Services Canada	
<b>Dénomination sociale complète du fournisseur / Complete Legal Name of Supplier</b>	
<b>Adresse du fournisseur / Supplier Address</b>	
<b>NEA du fournisseur / Supplier PBN</b>	
<b>Numéro de la demande de soumissions (ou numéro du contrat proposé) Solicitation Number (or proposed Contract Number) 2B0KB-17-2482</b>	
<b>Membres du conseil d'administration (Utilisez le format - Prénom Nom) Board of Directors (Use format - first name last name)</b>	
<b>1. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>2. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>3. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>4. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>5. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>6. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>7. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>8. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>9. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>10. Membre / Director</b>	Cliquez ici pour entrer du texte. / Click here to enter text.
<b>Autres Membres/ Additional Directors:</b> Cliquez ici pour entrer du texte. / Click here to enter text.	