



NOTICE OF PROPOSED PROCUREMENT (NPP)

Solicitation #: 1000188805

Closing Date: May 25, 2017

Time: 2:00pm

This requirement is for the Public Health Agency of Canada (PHAC).

TITLE:

Canadian Integrated Program for Antimicrobial Resistance Surveillance (CIPARS) Farm Swine Veterinarian Services.

BACKGROUND:

INTRODUCTION

The Public Health Agency of Canada (PHAC), Centre for Foodborne Environmental Zoonotic Infectious Disease (CFEZID), Food-borne Disease and AMR Surveillance Division (FDASD) has a requirement for the provision of Grower-Finisher swine faecal samples and/or questionnaire data for the surveillance of antimicrobial resistance and antimicrobial use.

OBJECTIVES

This project will provide data on antimicrobial use and the occurrence of antimicrobial resistance in grower/finisher swine. The results of the analyses will provide information on the epidemiology of antimicrobial resistance in swine production and inform the framework development process regarding the logistics of sample collection and submission from sentinel herds distributed across the five major pork producing provinces.

SCOPE:

The Public Health Agency of Canada (PHAC) has a requirement to maintain and sustain a national farm antimicrobial drug use and resistance surveillance program across the five major pork producing provinces (Alberta, Saskatchewan, Manitoba, Ontario and Quebec) under the Canadian Integrated Program for Antimicrobial Resistance Surveillance (CIPARS) and a sentinel-site based farm food and water-borne pathogen surveillance program under FoodNet Canada. This project will provide data on antimicrobial use and the occurrence of antimicrobial resistance in microbes isolated from grower-finisher swine. The results of the analyses will provide information on the epidemiology of food and water-borne disease, antimicrobial resistance and antimicrobial use in swine production.

This work is one component of an effort to develop a national strategy for antimicrobial resistance and use in Canadian agriculture, a strategy which includes surveillance, research, risk assessment and the development and promotion of antimicrobial prudent use guidelines.

ESTIMATED VALUE:

INITIAL CONTRACT PERIOD (DATE OF CONTRACT AWARD TO MARCH 31, 2018)

Per herd: Based on sample collection and questionnaire completion.

Sample collection	\$250.00
Questionnaire Completion	\$450.00
Subtotal	\$700.00
GST/HST	\$ 91.00
Total	\$791.00

Option years 1-4 (April 1, 2018 to March 31, 2022)

Per herd: Based on sample collection **and/or** questionnaire completion.

Sample collection	\$TBD
Questionnaire Completion	\$TBD
Subtotal	\$TBD
GST/HST	\$TBD
Total	\$TBD

Each bidder will commit to a specified number of sentinel farms, which will be identified in the bidder's response template, and the total provided above will be multiplied by the number of sentinel farms per bidder for the total contract amount.

When PHAC is prepared to exercise the option year, the set fees will be reassessed and updated. Contractors will be provided with the fees 90 days prior to renewal and asked to review and accept.

****NOTE:** In the option years, the requirement may be for one or both of the deliverables (sample collection and/or questionnaire completion).

The Agency's budget dictates the total number of farms that can be sampled in a given year. Contracts will be awarded on a "first come" basis, up to the maximum annual budget.

OWNERSHIP OF INTELLECTUAL PROPERTY:

As per the Treasury Board Secretariat of Canada's [Policy on Title to Intellectual Property arising under Crown Procurement Contracts](#), Canada will retain ownership of intellectual property based on the following exception:

- The main purpose of the contract is to generate knowledge and information for public dissemination.

SECURITY REQUIREMENT:

There is no security requirement associated with this solicitation.

MANDATORY REQUIREMENTS:

M1. The bidder must be a veterinarian licensed to practice in the province(s) where swine sentinel farm surveillance is being conducted. Provinces included are Alberta, Saskatchewan, Manitoba, Ontario and Québec. At the time of bid closing bidders must provide a valid provincial veterinary license number from the province they wish to sample in.

M2. The bidder must be able to provide their own transportation to the sentinel sites

SELECTION METHODOLOGY:

Bids must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. All responsive bids will be recommended for award of a contract on a "first come" basis, up to the maximum annual budget.

Enquiries regarding this Request for Proposals are to be submitted in writing to:

Erin Massey
Senior Procurement and Contracting Officer
Health Canada | Public Health Agency of Canada
erin.massey@canada.ca

PART 1 – INFORMATION AND INSTRUCTIONS

1.1 Standard Instructions, Clauses and Conditions

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

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

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

1.2 Certifications and Additional Information

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

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

1.2.1 Certifications Required with the Bid

Bidders must submit the following duly completed certification as part of their bid.

1.2.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the requirement documentation, as applicable, to be given further consideration in the procurement process.

1.2.2 Certifications Precedent to Contract Award and Additional Information

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

1.2.2.1 Integrity Provisions – Required Documentation

In accordance with the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

1.3 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.

1.4 Debriefings

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

PART 2 - RESULTING CONTRACT CLAUSES

2.1 Security Requirements

2.1.1

Unscreened contractors must be escorted by an employee or Commissionaire at all times when visiting Government of Canada facilities.

Information which is to be used in the development of the contracted product, as reference material or otherwise made available to the contractor must be unclassified material and considered to be releasable to the public by HC/PHAC and/or The Government of Canada.

No Protected or Classified information is to be made available to the contractor, used in the production of the contracted product, or produced as a result of this contract.

2.2 Statement of Work

The contractor must perform the work in accordance with the Statement of Work in Appendix A.

2.3 Standard Clauses and Conditions

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

2.3.1 General Conditions

2029 (2016-04-04) General Conditions - Goods or Services (Low Dollar Value) apply to and form part of the Contract.

2.4 Term of Contract

2.4.1 Period of the Contract

The initial period of the Contract is from date of contract award to March 31, 2018.

The Contractor hereby grants to Canada the irrevocable option to extend the period of the Contract by up to four (4) additional one (1) year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable terms 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 end date of the Contract. The option may only be exercised by the Contracting Authority and will be evidenced for administrative purposes only, through an amendment to the Contract.

2.5 Authorities

2.5.1 Contracting Authority

Name: Erin Massey
Title: Senior Procurement and Contracting Officer
Health Canada | Public Health Agency of Canada
Materiel and Assets Management Division
Telephone: 613-941-2094
E-mail address: erin.massey@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.

2.5.2 Project Authority (to be identified at contract award)

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

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

2.5.3 Contractor's Representative (to be identified at contract award)

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

2.6. Payment

2.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B for a cost of \$ 700.00/herd. Customs duties are included and Applicable Taxes are extra.

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

2.6.2 Method of Payment -MILESTONE PAYMENTS

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in Annex B and the payment provisions of the Contract if:

- i. an accurate and complete claim for payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- ii. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

The Public Health Agency of Canada has adopted electronic direct deposit as their method for paying invoices. Suppliers are asked to register for electronic direct deposit and to provide their account information upon request. For help with online registration, send an email to: DD@hc-sc.gc.ca.

2.7 Invoicing Instructions

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

Each invoice must be supported by:

- a. a copy of the herd questionnaire;
 - b. sample submission to the laboratory;
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to: louise.bellai@phac-aspc.gc.ca

2.8 Certifications and Additional Information

2.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

2.9 Applicable Laws

The 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.

2.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) [2029](#) 2016-04-04 General Conditions - Goods or Services (Low Dollar Value);
- (c) Annex A, Statement of Work;
- (d) Annex B, Financial Bid / Basis of Payment;
- (e) the Contractor's bid dated _____ (to be inserted at contract award).

ANNEX A – STATEMENT OF WORK

Canadian Integrated Program for Antimicrobial Resistance Surveillance (CIPARS) Farm Swine Veterinarian Services.

1. SCOPE

1.1. Introduction

The Public Health Agency of Canada (PHAC), Centre for Foodborne Environmental Zoonotic Infectious Disease (CFEZID), Food-borne Disease and AMR Surveillance Division (FDASD) has a requirement for the provision of Grower-Finisher swine faecal samples and/or questionnaire data for the surveillance of antimicrobial resistance and antimicrobial use.

1.2. Objectives of the Requirement

This project will provide data on antimicrobial use and the occurrence of antimicrobial resistance in grower/finisher swine. The results of the analyses will provide information on the epidemiology of antimicrobial resistance in swine production and inform the framework development process regarding the logistics of sample collection and submission from sentinel herds distributed across the five major pork producing provinces.

1.3. Background and Specific Scope of the Requirement

The Public Health Agency of Canada (PHAC) has a requirement to maintain and sustain a national farm antimicrobial drug use and resistance surveillance program across the five major pork producing provinces (Alberta, Saskatchewan, Manitoba, Ontario and Quebec) under the Canadian Integrated Program for Antimicrobial Resistance Surveillance (CIPARS) and a sentinel-site based farm food and water-borne pathogen surveillance program under FoodNet Canada. This project will provide data on antimicrobial use and the occurrence of and antimicrobial resistance in microbes isolated from grower-finisher swine. The results of the analyses will provide information on the epidemiology of food and water-borne disease, antimicrobial resistance and antimicrobial use in swine production.

This work is one component of an effort to develop a national strategy for antimicrobial resistance and use in Canadian agriculture, a strategy which includes surveillance, research, risk assessment and the development and promotion of antimicrobial prudent use guidelines.

2. REQUIREMENTS

2.1. Tasks, Activities, Deliverables and Milestones

In consultation with representatives of the Centre for Food-Borne, Environmental and Zoonotic Infectious Diseases (CFEZID), Surveillance Division and other project collaborators, the Contractor shall:

1. Enrol or confirm the on-going participation of Sentinel Sites in the farm antimicrobial use and resistance surveillance program that meet the following criteria. Herds already enrolled by a participating veterinarian cannot be enrolled in this surveillance program again by another veterinarian.

Include herds that:

- reside within the 5 major pork producing provinces (Alberta, Saskatchewan, Manitoba, Ontario, and Quebec);
- are Canadian Quality Assurance (CQA[®]) validated; and
- produce more than 2000 Close-to-Market hogs per year and are representative of the demographic (e.g. corporate, independent, co-operative/loops, production volume) and geographic distribution of herds in the contractor's swine practice.

Exclude herds that:

- are regarded to be organic pertaining to animal husbandry; or

-
- that feed Edible Residual Materials (ERM); or
 - are pasture-raised.
2. The Contractor shall schedule close-to-market sampling and/or questionnaire completion dates at each site as designated in the yearly Farm Swine Surveillance Program description.
 3. Review the provided Informed Consent Form, with the producer when enrolling a new sentinel grower/finisher swine herd. The last page of the consent form should be completed, signed and dated by the producer and the contractor. Signed copies of this document are to be retained by the producer and contractor. Signed copies of this document should NOT be sent to the Public Health Agency of Canada to protect the identity, privacy and confidentiality of participating producers.
 4. Conduct each sampling and/or questionnaire visit scheduled in No 2 and submit the associated samples and/or questionnaire, as outlined in the specific Herd Sampling Visit Checklists.
 5. Disburse funds, or the equivalent in professional services, to participating producers as outlined in the Farm Swine Surveillance Program description. These funds are included in the total amount paid to the Contractor.

Deliverables

1. For each enrolled sentinel site, six (6) composite fecal samples will be collected and submitted as designated in the Farm Swine Surveillance Program description
2. For each enrolled sentinel site a CIPARS Farm Swine Surveillance Program questionnaire will be completed and submitted as designated in the Farm Swine Surveillance Program description

Milestones

For each bidder a predetermined number of samples and questionnaires are required by December 15, 2017, and a predetermined number of samples and questionnaires are required by March 27, 2018. Payment will be provided on a per herd basis when the samples and/or questionnaires are received and/or validated by the CIPARS Farm Swine Surveillance Program.

2.2. Specifications and Standards

Refer to section 2.4 and 3.6.

2.3. Technical, Operational and Organizational Environment

The work conducted as part of this contract is part of a suite of activities related to the development of farm antimicrobial resistance and antimicrobial use monitoring under the Canadian Integrated Program for Antimicrobial Resistance Surveillance.

2.4. Method and Source of Acceptance

The requirement of this contract will be considered acceptable when the deliverables outlined in section 2.1 are completed and accepted as satisfactory by the Project Authority.

The survey deliverables and invoicing shall be supplied in electronic or hard copy to the Program Operations Assistant.

2.5. Reporting Requirements

The Contractor shall submit one (1) questionnaire per year for each herd as designated in the yearly Farm Swine Surveillance Program description

2.6. Project Management Control Procedures

The Farm Swine Program Operations Assistant will monitor and track sample / questionnaire submission for all herds enrolled in the program

3. ADDITIONAL INFORMATION

3.1. Canada's Obligations

- PHAC will provide the Contractor with all sampling supplies for collection of samples and questionnaire forms.
- PHAC will provide prepaid mail envelopes and courier waybills for shipping of samples and questionnaires.
- PHAC will assign the Contractor a Veterinarian ID number along with Herd ID numbers for the number of herds enrolled for confidentiality purposes.

3.2. Contractor's Obligations

- Unless otherwise specified, the Contractor must use their own equipment for the performance of this Statement of Work.

3.3. Location of Work, Work site and Delivery Point

This work will be completed within 5 major pork producing provinces (Alberta, Saskatchewan, Manitoba, Ontario and Quebec).

3.4. Language of Work

All work and deliverables will be conducted in English and/or French.

3.5. Insurance Requirements

It shall be the sole responsibility of the Contractor to decide whether or not any insurance coverage is necessary for its own protection or to fulfill its obligations under the contract or to ensure compliance with required federal, provincial or municipal law. Any such insurance shall be provided and maintained by the Contractor at their expense.

3.6. Travel and Living

There are no travel and living expenses associated with this contract.

4. PROJECT SCHEDULE

4.1. Schedule and Estimated Level of Effort (Work Breakdown Structure)

A predetermined number of samples and questionnaire are required by December 15, 2017, and a predetermined number of samples and questionnaires are required by March 27, 2018.

5. APPLICABLE DOCUMENTS AND GLOSSARY

5.1. Applicable Documents

2009 Program Refinements

5.2. Relevant Terms, Acronyms and Glossaries

PHAC - Public Health Agency of Canada

CFEZID- Centre for Foodborne Environmental Zoonotic Infectious Disease

CIPARS - Canadian Integrated Program for Antimicrobial Resistance Surveillance

CQA – Canadian Quality Assurance Program

ID – Identification Number

CFEZID – Centre for Foodborne, Environmental, and Zoonotic Infectious Diseases

ANNEX B – BASIS OF PAYMENT

- 1.1. Canada will pay the Contractor for the satisfactory performance of the agreed to services an all-inclusive firm unit price of \$700.00/herd, inclusive of all expenses, customs and duties. Applicable taxes are extra.
- 1.2. All prices and amounts of money in the Contract are exclusive of the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable, unless otherwise indicated. GST or HST, to the extent applicable, will be incorporated into all invoices and progress claims for goods supplied or work performed and will be paid by Canada. The Contractor agrees to remit to Canada Revenue Agency any GST or HST paid or due.
- 1.3. No increase in the total liability of Canada or in the price of Work resulting from any design changes, modifications or interpretations of specifications made by the Contractor will be authorized or paid to the Contractor unless such changes, modifications or interpretations have been approved in writing by the Contracting Authority prior to their incorporation into the Work. The Contractor is not obliged to perform any Work or provide any service that would cause the total liability of Canada to be exceeded without the prior written approval of the Contracting Authority. The Contractor will notify the Project Authority in writing as to the adequacy of this sum:
 - a. when it is seventy five percent (75%) committed, or
 - b. four (4) months prior to the Contract expiry date, or
 - c. if the Contractor considers the funds provided to be inadequate for the completion of the Work, whichever comes first.

In the event that the notification refers to inadequate funds, the Contractor will provide to the Project Authority, in writing, an estimate for the additional funds required. Provision of such notification and estimate for the additional fund does not increase the liability of Canada.

2. PRICE BREAKDOWN

2.1. MILESTONES

The schedule of milestones for which payments will be made in accordance with the Contract is as follows. These amounts do not include GST/HST.

As designated in the yearly Farm Swine Surveillance Program description samples and/or questionnaires will be completed. For each bidder a predetermined number of samples and questionnaire are required by December 15, 2017, and a predetermined number of samples and questionnaires are required by March 27, 2018. Payment of \$700.00/herd will be provided on a when the samples and/or questionnaires are received and/or validated by the CIPARS Farm Swine Surveillance Program.