



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St. / 11, rue Laurier
Place du Portage , Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

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

Issuing Office - Bureau de distribution
Defence Communications Division. (QD)
11 Laurier St./11, rue Laurier
Place du Portage, Phase III, 8C2
Gatineau, Québec K1A 0S5

Title - Sujet Video Encoder		
Solicitation No. - N° de l'invitation W8476-175611/A		Date 2017-05-25
Client Reference No. - N° de référence du client W8476-175611		
GETS Reference No. - N° de référence de SEAG PW-\$\$QD-035-26332		
File No. - N° de dossier 035qd.W8476-175611	CCC No./N° CCC - FMS No./N° VME	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-06-15		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Enquiries to: - Adresser toutes questions à: Weronski, Radek		Buyer Id - Id de l'acheteur 035qd
Telephone No. - N° de téléphone (819) 420-1774 ()		FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes		

Instructions: See Herein

Instructions: Voir aux présentes

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

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List of Annexes:

Annex A – Statement of Work
Annex B – Basis of Payment
Annex C – Compliance Matrix

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There are no security requirements for this solicitation.

1.2 Requirement

The Bidder must provide the Video Encoders as listed in Annex A – Statement of Work.

1.3 Debriefings

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

1.4 Trade Agreements

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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](#) (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.1.1 SACC Manual Clauses

A9033T (2012-07-16) Financial Capability
B1000T (2014-06-26) Condition of Material – Bid
D4024T (2006-08-15) No Substitute Products

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

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

2.3 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid (4 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

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

3.2 Section I: Technical Bid

- a. All requirements under Annex A are **mandatory requirements**. In order to be deemed **responsive**, Bidders must supply all items.
- b. The Technical Bid must address all requirements of Annex A on a paragraph-by-paragraph basis, using the same numbering system.
- c. Proposed items must meet or exceed the specifications as listed in Annex A. If a Bidder wishes to propose multiple items for a requirement, all proposed part numbers must be clearly provided with the specifications of the proposed parts.
- d. Bidders should include a description of the proposed parts supported by substantive information (e.g. technical brochures, drawings, specifications, test reports and the electrical and mechanical specifications) to demonstrate compliance with the requirements. References to Web sites are not acceptable.

3.2.1. Compliance Matrix

- a. Bidders must use the Compliance Matrix (Annex C) provided with the RFP and insert responses in each applicable cell for each Contract Line Item Number (CLIN).
- b. Bidders should provide their responses in Column C to G for each item, wherever it applies.
- c. Bidders must provide their responses in Column D as per the following:
 - i. A compliance statement ("Compliant" or "Non-compliant"). "Compliant" statement will be interpreted as meaning full agreement with the requirement, whereas a "Non-compliant" statement will be interpreted as meaning not in full agreement with the requirement and the Bid will be deemed non-responsive and not given any further consideration.
 - ii. For mandatory requirements, statements such as "Read", "Comply with Intent", "Partial Compliance", "Noted" or the like will be considered as non-responsive; Paragraphs, elements and subparagraphs that convey information rather than a requirement must be marked with "Noted and Understood".
- d. In Column C, Bidders must demonstrate compliance with each specification either by a compliance statement, test results, substantiation in the manufacturer's brochure or a bidder's certification.
- e. It is likely that the Bidders may carry in their inventory more than one part that would satisfy a requirement. In such cases, Bidders may propose more than one part and provide alternative part numbers in Column D. However, Bidders should choose to submit **only one price** for any of the proposed parts, which they deem most competitive.
- f. In Column F, Bidders should provide name, page number and exact location in the brochures, document or any other material submitted with the technical bid to demonstrate compliance.
- g. In case a proposed part number is sub-categorized, Bidders should provide reference details in Column F - "Reference in Technical Bid", directing the evaluation committee to find the supporting information in the relevant section of the bid.
- h. Bidders should use Column G to provide any additional information they deem necessary for the proposed part/s.

3.3 Section II: Financial Bid

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

For Firm Quantities listed in Annex B - Basis of Payment, the Bidder must submit Firm Fixed Unit Prices.

For Optional Quantities listed in Annex B - Basis of Payment, the Bidder must submit Firm Fixed Unit Prices.

3.4 Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The definitions of mandatory requirements are as follows;

MANDATORY REQUIREMENTS: Bidders should note that all MANDATORY requirements are identified specifically with the word "shall", "must", "will", "mandatory". In the case where a MANDATORY item cannot be or is not complied with, the bid shall receive no further consideration.

- (d) Compliance with all the mandatory provisions of the RFP, including without limitation, all Annexes, and the terms and conditions applicable to any resulting contracts is mandatory.
- (e) The price of the bid will be evaluated in Canadian Dollars, DDP Incoterms 2010 and excise taxes included, transportation charges included and the Goods and Services Tax or the Harmonized Sales Tax excluded, if applicable.

4.1.1 Technical Evaluation

- (a) All Bids must be completed in full and provide all of the information requested in the Request for Proposal to enable full and complete evaluation.
- (b) Bidders must demonstrate that they meet the mandatory requirements detailed in this Request for Proposal and the mandatory requirements as detailed in Annex A – Statement of Work and Annex C – Compliance Matrix.
- (c) Bids will be evaluated for their compliance with all mandatory technical criteria.

4.1.2 Financial Evaluation

The Financial proposal will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, Canadian customs duties and excise taxes included.

Pricing submitted in a foreign currency will be converted to Canadian dollars based on the exchange rate provided by the Bank of Canada, at noon on the date of Bid closing. Unless otherwise stated by the Bidder, it will be assumed that the bid is being submitted in Canadian currency.

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the *lowest evaluated price on an aggregate basis* will be recommended for award of a contract. The lowest aggregate evaluated price will be obtained by adding the total proposed price for the Firm Quantities and the Optional Quantities in accordance with Annex B – Basis of Payment.

PART 5 – CERTIFICATIONS

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. 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 and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

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

5.1.1 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>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity – Bid

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

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

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

The Bidder must provide the Contracting Authority with a completed annex *Federal Contractors Program for Employment Equity – Certification* (provided at the bottom of this document), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

There is no security requirement applicable to this Contract.

6.2 Requirement

The Contractor must provide the items detailed in Annex A – Statement of Work.

6.3 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>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010A (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.3.2 Supplemental General Conditions

- (a) 4001 (2015-04-01) Hardware Purchase, Lease and Maintenance, with the exception of the following modifications, apply to and form part of the Contract:
 - 1. Article 05 of Part II- Installation, Integration and Configuration is modified hereby as following:

Delete in its entirety.
 - 2. Part IV - Additional Conditions: Lease is modified hereby as following:

Delete in its entirety.
- (b) 4006 (2010-08-16) Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information.

6.4 Term of Contract

6.4.1 Period of Contract

The period of the contract is from the award date to 31st March 2018.

6.4.2 Delivery Date – Firm Quantities

All firm quantities must be received on or before 31 August 2017.

6.4.3 Optional Quantities

The Contractor grants to Canada the irrevocable option to acquire the optional goods described in Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

[Radek Weronski](#)

Public Works and Government Services Canada

Acquisitions Branch

Defence and Major Projects Sector (DMPS)

Place du Portage, Phase III, 11 Laurier Street, Gatineau, QC K1A 0S5

Government of Canada

Telephone: (819) 420-1774

E-mail: radek.weronski@tpsgc-pwgsc.gc.ca

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

6.5.2 Technical Authority

The Technical Authority for the Contract is:

To be inserted at Contract award.

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

6.5.3 Procurement Authority

The Procurement Authority for the Contract is:

To be inserted at Contract award.

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for all matters concerning the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority; however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.4 Contractor's Representative

To be filled in at Contract Award.

6.6 Preparation for Delivery

- (a) The Contractor must prepare all items for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification *D-LM-008-036/SF-000*, DND Minimum Requirements for Manufacturer's Standard Pack.
- (b) The Contractor must package all items in quantities of 1 by package.

6.7 Shipping Instructions

D4002C (2013-04-25) – Shipping Instructions – Incoterms 2010 DDP Delivered Duty Paid

- 1. The Contractor must ship the goods prepaid DDP – Delivery duty Paid 7 CFSD. Unless otherwise directed, delivery must be made by the most direct and economical means. Shipping charges must be shown as a separate item on the Contractor's invoice. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and taxes.
- 2. The Contractor must deliver goods to Canadian Forces (CF) Supply Depot by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown below. The consignee may refuse shipments when prior arrangements have not been made.
 - a. 7 CFSD Supply Depot Lancaster Park
Edmonton, Alberta
Telephone: 780-973-4011, ext. 4524

6.8 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 copy of the release document and any other documents as specified in the Contract.

- 2. Invoices must be distributed as follows:
 - a. One (1) copy must be forwarded to the consignee.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
 - c. One (1) copy must be forwarded to the Procurement Authority identified under the section entitled "Authorities" of the Contract.

6.9 Payment

6.9.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under this Contract, the Contractor will be paid firm prices in accordance with Annex B – Basis of Payment. The following Basis of Payment terms will apply:

Incoterms 2010:	Delivery Duty Paid (DDP)
Transportation/ Shipping charges:	Included
Canadian Customs/Duties:	Included
GST/HST:	Extra

6.9.2 Limitation of Price

SACC Manual clause [C6000C](#) (2011-05-16) Limitation of Price

6.9.3 Multiple Payments

[H1001C](#) (2008-05-12), Multiple Payments

6.10 Certifications

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

6.11 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in (to be filled at Contract Award).

6.12 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) Annex B - Basis of Payment;
- (c) Annex A - Statement of Work
- (d) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity
- (e) the supplemental general conditions 4001 (2015-04-01) Hardware Purchase, Lease and Maintenance;
- (f) the supplemental general conditions 4006 (2010-08-16) Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information;
- (g) the Contractor's bid dated _____ .

6.13 SACC Manual Clauses

A9006C (2012-07-16)	Defence Contract
B7500C (2006-06-16)	Excess Goods
D5510C (2014-06-26)	Quality Assurance Authority (DND) - Canadian-based Contractor
D5515C (2010-01-11)	Quality Assurance Authority (Department of National Defence) - Foreign-based and United States Contractor
D5540C (2010-08-16)	ISO 9001:2008 - Quality Management Systems - Requirements (Quality Assurance Code Q)

D5604C (2008-12-12) Release Documents (DND) - Foreign-based Contractor
D5605C (2010-01-11) Release Documents (DND) - United States-based Contractor
D5606C (2012-07-16) Release Documents (DND) - Canadian-based Contractor
D6010C (2007-11-30) Palletization
G1005C (2008-05-12) Insurance

6.14 Export License

It shall be the Contractor's responsibility to ensure that any and all export licenses and any other releases are obtained prior to shipment of all deliverables, goods and data as required. Failure to obtain the same shall not excuse the Contractor from its responsibility to deliver on schedule.

6.15 Release Documents - Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Attention: _____

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca.

6.16 Notice of Labour Disputes

Whenever the Contractor has knowledge that any actual or potential labour dispute is delaying or threatens to delay the timely performance of the contract, the Contractor shall immediately give notice thereof, including all relevant information with respect to any delay, to the Contracting Authority.

6.17 Contractual Disputes

The following procedures for the settlement of any disputes which may arise throughout the life of this Contract shall prevail:

(1) Disputes arising from this Contract will in the first instance be resolved by the Contracting Authority and the Contractor's Contract Administrator within fifteen (15) working days or such additional time as may be agreed to by both parties.

(2) Failing resolution under (1) above, the Manager, Defence Communications Division, Electronics, Munitions and Tactical Systems Procurement Directorate (EMTSPD), Defence and Major Projects Sector (DMPS) and the Contractor's Representative Supervisor will attempt to resolve the dispute within an additional fifteen (15) working days.

Failing resolution under (1) or (2), the Senior Director of EMTSPD, DMPS and the Contractor's equivalent Senior Management will attempt to resolve the dispute within an additional thirty (30) working days.

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

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

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

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

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

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

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

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

STATEMENT OF WORK

FOR THE

ACQUISITION OF VIDEO ENCODERS

FOR THE

DEPARTMENT OF NATIONAL DEFENCE

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Appendix 1 - System Requirement Specifications (SRS)

LIST OF ACRONYMS AND ABBREVIATIONS

The following acronyms and abbreviations are used in this statement of work:

CA	Contract Authority
CF / CAF	Canadian Forces / Canadian Armed Forces
CIS	Computer Information System
DND	Department of National Defense
DLCSPM	Directorate of Land Command System Program Management
DLP	Directorate of Land Procurement
FSR	Field Service Representative
ISTAR	Intelligence Surveillance Target Acquisition and Reconnaissance
LAV Up	Light Armoured Vehicle Upgrade (LAV Up)
LCMM	Life Cycle Material Manager
NCR	National Capital region
NSN	NATO Stock Number
Prof Svcs	Professional Services
SOW	Statement of Work
TA	Technical Authority
TIES	Technical Investigation and Engineering Support
UI	User Interface

1. SCOPE

1.1. OBJECTIVE

This Statement of Work (SOW) identifies the work to be performed by the Contractor. It includes delivery of video encoders to the Department of National Defense (DND) under the Light Armoured Vehicle Upgrade (LAV Up) project.

1.2. BACKGROUND

Canada's Land Armoured Vehicle (LAV) is a state-of-the-art combat vehicle used to transport Canadian infantry on the battlefield while providing defensive protection and firepower.

DND's Light Armoured Vehicle Upgrade (LAV Up) project originally announced in 2009, aims to modernize the existing LAV III fleet.

Enhancements include strengthened passenger safety and protection against mines and improvised explosive devices, better mobility, improved ergonomics, and information management.

The LAV Up project has a requirement for encoding video in the LAVs in a format that can be distributed on military network with the relevant information, such as geolocation, time, etc. Video can be used for situational awareness, patrolling information, intelligence gathering,

The project LAV is overall responsible for this requirement and since it is a Signal Capability that is coherent with other ISTAR deliverables, the procurement responsibility have been transferred to DLCSPM 4-3. DLCSPM and the Intelligence, Surveillance, Target Acquisition and Reconnaissance (ISTAR) project is providing video encoding capabilities to the Canadian Army.

1.3. REQUIREMENT

The required quantity of video encoders will allow video encoding on all video feeds in hulls and turrets installed on the LAVs. The required video signal cannot pass across the physical interface between the hull and the rotating turret. For that reason independent video encoders in the turret and in the hull are required. Both encoders must be of the same model. In the LAV Up project, there are a total of 560 hulls and 509 turrets to consider. Therefore, the Contractor must deliver a total of 1059 video encoders (to be installed in the LAVs) and 30 spare video encoders for a total of 1089 devices.

1.3.1. Deliverables:

CLIN 1 – Firm Quantities:

CLIN 1.1 - Contractor must deliver 1089 video encoders and the required software as per Appendix 1 - System Requirement Specifications (SRS).

CLIN 1.2 - Contractor must provide the NSN for the system if it exists or provide all necessary technical information to allow DND cataloguing the system and obtaining NSN.

CLIN 1.3 - Contractor must provide all necessary User Manuals in electronic format compatible with Adobe Acrobat or Microsoft Office.

CLIN 2 – Optional Quantities:

Contractor must provide options for up to 670 video encoders as per Appendix 1 - SRS. The minimum order must be 10 units.

2. REFERENCE DOCUMENTS

Acquisition related requirements are further defined in Appendix 1 - System Requirement Specifications.

3. SUPPORT PROVIDED BY CANADA

DND will provide user and technical reports in the Canadian context as they become available to help guide the Contractor achieve the SOW objectives. There will be no classified information in those reports. Example of user reports would be an exercise after action report, and example of technical report would be a report from a Software Integration test conducted by DND. The TA will release these report to the Contractor.

1 Firm Quantities (CLIN 1):

The Contractor will be paid the **Total Firm Price** of \$_____ for the Firm Quantity of Goods in accordance with table below.

Item No.	Description	Part Number	Firm Unit Price	Qty	Firm Total Price
CLIN 1	Video Encoder		\$	1089	\$
				Total	\$

2 Optional Quantities (CLIN 2):

The Contractor will be paid up to the **Total Firm Price** of \$_____ for the **Optional Quantities** of Goods in accordance with table below.

Item No.	Description	Part Number	Firm Unit Price	Qty	Firm Total Price
CLIN 2	Video Encoder		\$	Up to 670	\$
				Total	\$

System Requirement Specification (SRS)
for the Acquisition of
Video Encoders
for the
Department of National Defence (DND)

Document Issue Date : 12 May 2017

1. Scope

This System Requirement Specification (SRS) accompanies the Statement of Work (SOW) and focuses on the technical requirements of the video encoders to be delivered.

1.1. Objective:

The Objective of this SRS is to identify the technical capabilities of the system to be delivered, and supplement all requirements identified in the SOW.

1.2. Background:

The DLCSPM 4-3 has the mandate to deliver video encoders that fulfill the LAV Up requirement. A comprehensive system background is provided in the SOW.

1.3. Terminology:

The complete list of all abbreviations and acronyms used in this SRS are defined in the SOW.

2. Reference Documents:

2.1. Annex A – Statement of Work for the Acquisition of Video Encoders for DND.

2.2. Motion Imagery Standard Board (MISB) Standard 0601

2.3. Motion Imagery Standard Board (MISB) Standard 0604

2.4. Standard for Motion Picture Technical Engineering (SMPTE) 259M

2.5. Standard for Motion Picture Technical Engineering (SMPTE) 296M

2.6. Standard for Motion Picture Technical Engineering (SMPTE) 425M

2.7. MIL-STD 810G environmental specifications

Note: These specifications are publically available on the Internet

3. Requirements:

This section of the SRS presents in details the system specifications required by DND.

CLIN 1: Video Encoder

Requirement Specifications	
3.1. Video Inputs	
3.1.1. Video Encoder must be compliant with each of the following video inputs:	
3.1.1.1. Composite - NTSC, PAL and PAL-M	
3.1.1.2. SD-SDI - SMPTE 259M-C	
3.1.1.3. HD-SDI - SMPTE 292M, SMPTE 274M and SMPTE 296M	
3.1.1.4. 3G-SDI - SMPTE 424M (Level A Only) and SMPTE 425M	
3.1.2. Video Encoder must support the following video resolutions:	
3.1.2.1. 1920x1080p 60/59.94/50/30/29.97/25/24/23.98 Hz (progressive)	
3.1.2.2. 1920x1080i 60/59.94/50 Hz (interlaced)	
3.1.2.3. 1280x720p 60/59.94/50/30/29.97/25 Hz (progressive)	
3.1.2.4. 720x480/576i 60/59.94/50 Hz (interlaced)	
3.2. Video Encoding	
3.2.1. Video Encoder must be compliant to H.264 (MPEG-4 AVC part 10), with Baseline, Main, and High Profiles	
3.2.2. Video Encoder must allow configuration to the following parameters:	
3.2.2.1. Framing type: I, IP, IBP and IBBP	
3.2.2.2. Group of Picture (GOP) size	
3.2.2.3. frame rate	
3.2.2.4. Bit rates, from 64 kbps to 20 Mbps	
3.2.2.5. CBR and VBR (constant or variable bite rate)	
3.2.3. Video Encoder must have an encoding latency of 60 millisecond or less	
3.2.4. Video Encoder must be able to encode	
3.2.4.1. Four (4) individual inputs simultaneously of any combination format specified in 3.1.1.1, 3.1.1.2, or 3.1.1.3	
3.2.4.2. Two (2) individual inputs simultaneously of the format specified in 3.1.1.4.	
3.3. Video Output	
3.3.1. For each input the Video Encoder must be able to create two independent output streams with different parameters for bitrate, resolution, frame rate, downscaling;	

3.3.2.Video Encoder must stream video in following Networking protocol:	
3.3.2.1.	Multicast streaming IGMP V3
3.3.2.2.	Multicast UDP streaming MPEG transport stream over UDP/RTP unicast and multicast
3.3.3. Video Encoder must stream video and metadata in compliance with the following standards:	
3.3.3.1.	SMPTTE 336M
3.3.3.2.	MISB 0601.6
3.3.3.3.	MISB 0604.2
3.3.4.Video Encoder must support the following metadata input format and multiplex it in its output stream:	
3.3.4.1.	KLV over UDP
3.3.4.2.	KLV over SDI
3.4. <u>Management</u>	
3.4.1. Video Encoder must be manageable by:	
3.4.1.1.	HTTPS (web browser) management
3.4.1.2.	SSH
3.4.1.3.	telnet
3.5. <u>Physical</u>	
3.5.1.Video Encoder must meet Environmental standard for airborne DO-160	
3.5.2.Video Encoder must meet Environmental standard MIL-STD-810 G, and IP67	
3.5.3.Video Encoder must comply to power: 28 VDC, 30 W to standard MIL-STD-1275 E	
3.5.4.Video Encoder must comply to MIL-STD-461-F	
3.5.5.Video Encoder must fit with dimensions: less than 110 mm by less than 250 mm by less than 200 mm	
3.5.6.Video Encoder must weigh less than 4 kg	
3.5.7.Video Encoder must be operable at following temperature: -40C or less, to, 70C or more	
3.6. <u>Other requirements</u>	

3.6.1.Video Encoder must allow interface thru Ethernet 10/100/1000 Base-t, auto-detect, Half duplex, Full duplex, Static IP and DHCP
3.6.2.Video Encoder must stream video in following Networking protocol: H.264 over RTP (RFC 3984)
3.6.3.Video Encoder must feature Forward Error Correction (FEC)