



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Réception des soumissions - TPSGC / Bid Receiving
- PWGSC

1550, Avenue d'Estimauville

1550, D'Estimauville Avenue

Québec

Québec

G1J 0C7

**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

TPSGC/PWGSC

601-1550, Avenue d'Estimauville

Québec

Québec

G1J 0C7

Title - Sujet R&D Video Animation	
Solicitation No. - N° de l'invitation W7701-176328/A	Date 2017-07-27
Client Reference No. - N° de référence du client W7701-176328	
GETS Reference No. - N° de référence de SEAG PW-\$QCL-040-17175	
File No. - N° de dossier QCL-6-39370 (040)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-01	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
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: Quessy, Guillaume	Buyer Id - Id de l'acheteur qcl040
Telephone No. - N° de téléphone (418) 649-2765 ()	FAX No. - N° de FAX (418) 648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: RDDC-R et D Défense Canada-Valcartier DRDC-Defence R&D Canada-Valcartier BATISSE 53 2459 ROUTE DE LA BRAVOURE QUEBEC Québec G3J1X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée Voir doc	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

IMPORTANT NOTICE TO BIDDERS

TENDER DOCUMENTS: Suppliers intending to submit tenders on this project should obtain tender documents through the website <https://www.achatsetventes-buyandsell.gc.ca/>.

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Title: Simulation and visualization of complex urban scenes

PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation document is divided into six 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, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 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 Contractor Disclosure of Foreground Information, the Non-Disclosure Agreement and the DND 626 Task Authorization.

2. Summary

2.1 Objective

Provide to Defence Research and Development Canada (DRDC) Valcartier video animation, 3D creation, simulation and visualization of complex urban scenes.

The Contractor must provide on "as and when requested basis", using high level software tools 3D imagery of complex scenes and execute complex simulation of operation in R&D domain.

The work required from the Contractor may include, but is not limited to the following tasks. Each task authorization will require to complete one or more of the tasks mentioned below which will be further specified in each task authorization. The same task maybe authorized simultaneously or repeatedly.

- Task 6.1 – Fusion and dynamic display of 3D LIDAR information to Digital Terrain Elevation Data (DTED).
- Task 6.2 – Fusion and dynamic display of 3D LIDAR display to Hyperspectral sensor.
- Task 6.3 - Fusion and dynamic display of 3D LIDAR information to WAMI sensor.
- Task 6.4 - Creation of 3D complex scenes.
- Task 6.5 - Sensor Simulation.
- Task 6.6 - Tactical scenarios.

2.2 Additional information

The organization for which these services are rendered is Defence Research and Development Canada - Valcartier (DRDC - Valcartier).

The period of service begins at the award of the contract and ends 4 years later at the end of the month.

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

The estimated funding available for this contract is \$ 850,000.00, applicable taxes not included.

In conformance with the clause "Minimum Work Guarantee - All the Work - Task Authorizations" of this contract, Canada's obligation under the Contract is limited to 10% of the estimated funding available as indicated above.

A contract with Task Authorizations (TAs) is a method of supply for services under which all of the work or a portion of the work will be performed on an "as and when requested basis" through predetermined conditions including an administrative process involving task authorizations. Contracts with TAs are used in service contracting situations when there is a defined need by a client to rapidly have access to one or more categories of service(s) that are expected to be needed on a repetitive basis during the period of the contract. Under contracts with TAs, the work to be carried out can be defined but the exact nature and timeframes of the required services, activities and deliverables will only be known as and when the service(s) will be required during the period of the contract. The contract with TAs must stipulate the conditions for issuing TAs. A TA is a structured administrative tool enabling PWGSC or a client to authorize work by a contractor on an "as and when requested" basis in accordance with the conditions of the contract. TAs are not individual contracts.

Canada has determined that any intellectual property arising from the performance of work under the resulting contract will belong to the contractor.

Bidders must provide a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2003.

For services requirements, Bidders in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the bid solicitation."

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

The requirement is limited to Canadian goods and/or services."

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

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 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.

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

Delete: sixty (60) days
Insert: ninety (90) days

1.1 SACC Manual Clauses

A7035T (2007-05-25), List of Proposed Subcontractors

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.

Bid Receiving Unit - PWGSC
1550, Avenue d'Estimauville
Québec, Québec
G1J 0C7

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

3. Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- 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.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes ()
No ()

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes ()
No ()

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;

- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

4. Communications - Solicitation Period

All enquiries must be submitted to the Contracting Authority, preferably by email at guillaume.quessey@pwgsc-tpsgc.gc.ca, 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.

5. Applicable Laws

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

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.

6. Improvement of Requirement During Solicitation Period

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

- Section I : Technical Bid (5 hard copies)
- Section II : Financial Bid (1 hard copy)
- Section III : Certifications (1 hard copy)
- Section IV : Additional Information (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; and
- (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 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, print double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I : Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should clearly address and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

The technical bid must include all information required to demonstrate compliance with the Rated Technical Criteria described in Section 1.1, Part 4 of this document.

Section II : Financial Bid

- 1.1 Bidders must submit their financial bid in accordance with the following :

- (a) A firm all-inclusive hourly rate for each category of resources listed, for each year of the contract period.
- (b) The information should be provided in accordance with the Basis of Payment in the Annexe B.
- (c) No travel and living expenses will be paid for services provided within the Quebec city Region (Including the DRDC - Valcartier site). Further, Canada will not accept any travel and living expenses for travel between the contractor's place of business and the Quebec city Region (Including the DRDC - Valcartier site). All of these costs are to be included in the firm all inclusive labour rates requested above.
- (d) For Canadian-based bidders, prices must be in Canadian funds, Applicable Taxes excluded, FAB destination and Canadian customs duties and excise taxes included.

1.2 Exchange Rate Fluctuation

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

Section III : Certifications

Bidders must submit the certifications required under Part 5.

Section IV : Additional Information

Bidders must provide a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2003.

For services requirements, Bidders in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the bid solicitation."

Canada requests that suppliers provide the following information:

Administrative Representative :

Name :

Telephone :

Fax :

Email :

Technical Representative:

Name :

Telephone :

Fax :

Email :

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.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Technical Evaluation

1.1.1 Bidder Experience

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder's affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

1.1.2 Point Rated Technical Criteria

Refer to Attachment 2, Point Rated Technical Criteria.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

Bidder must submit their financial proposal in accordance with article 1.1 of "Section II: Financial Bid" of Part 3 - Instructions for the Preparation of Bids.

1.2.2 Evaluation of Price

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

For evaluation purposes only, the price of the bid will be determined as detailed in Attachment 1, Evaluation of Price.

2. Basis of Selection - Lowest Evaluated Price Per Point

To be declared responsive, a bid must:

- (a) comply with all the requirements of the bid solicitation;
- (b) obtain the required minimum points for each criterion and each group of criteria with a pass mark; and
- (c) obtain the required minimum points overall for the technical evaluation criteria which are subject to point rating.

Bids not meeting (a) or (b) or (c) or (d) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be

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accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a contract. The evaluated price per point will be determined by dividing the evaluated price of the bid by the number of points obtained for the point rated technical evaluation criteria.

In the event that two or more responsive bids have the same lowest evaluated price per point, the responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. 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 will render the bid non-responsive or constitute a default under the Contract.

1. Certifications Required with the Bid

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

1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Inteligibility 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 required documentation, as applicable, to be given further consideration in the procurement process.

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.

2.1 Integrity Provisions – Required Documentation

In accordance with the [Inteligibility 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.

2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed).

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.

2.3 Additional Certifications Precedent to Contract Award

SACC Manual clause [A3015T](#) (2014-06-26) Certifications - Bid

2.3.1 Canadian Content Certification

This procurement is limited to Canadian goods.

The Bidder certifies that:

☐ the good(s) offered are Canadian goods as defined in paragraph 1 of clause [A3050T](#).

2.3.1.1 *SACC Manual* clause [A3050T](#) (2014-11-27) Canadian Content Definition

2.3.2 Status and Availability of Resources

SACC Manual clause [A3005T](#) (2010-08-16), Status and Availability of Resources

2.3.3 Education and Experience

SACC Manual clause [A3010T](#) (2010-08-16) Education and Experience

2.3.4 Language skills

The bidder certifies that they have the required language skills to perform the work in accordance with the Statement of Work.

PART 6 - 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 and the Contractor's technical bid entitled _____, dated _____, as and when requested by Canada during the period of the Contract.

An obligation for any Work will come into force only when a Task Authorization (TA) is approved and issued in accordance with the clause entitled "Task Authorization Process".

1.1 Task Authorization

The Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

1.1.1 Task Authorization Process

1.1.1.1 Description of Task Authorization (TA) tasks

Canada will provide the Contractor with a description of tasks.

The description of TA tasks will include information on activities to be performed, a description of the deliverables and a schedule indicating completion dates for the major activities or submission dates for the deliverables. It will also include the applicable bases and methods of payment as specified in the Contract.

More specifically, the description of TA tasks will include the following information:

- (a) the task number;
- (b) a detailed Statement of Work (SOW) for the task, outlining the activities to be performed and the deliverables (such as reports) to be submitted;
- (c) the required start and completion dates (if any);
- (d) a schedule of milestone completion dates for major work activities, deliverables and payments;
- (e) whether the work performance will require on-site activities at a given location;
- (f) the work site;
- (g) the level of security clearance required of the Contractor's personnel;

Where applicable, the description of TA tasks must also include the following:

- (a) a description of any travel requirements including the content and format of any required travel report;
- (b) the language profile required of the Contractor's personnel;
- (c) categories of key resources;
- (d) any other constraints that might affect task completion.

1.1.1.2 Contractor's TA proposal

Within **ten (10) business days** of receipt of the description of TA tasks, the Contractor must provide Canada with the proposed total estimated cost for performing the tasks and a breakdown of that cost, established in accordance with Appendix B – Basis of Payment of the resulting Contract. The Contractor

must submit a quote, identifying its proposed resources and detailing the cost and time to complete the task(s).

The proposal will be valid for **at least twenty (20) business days** from the date on which the offer was received. The Contractor will not be paid for preparing or submitting the quote or for providing other information required to prepare and issue the TA. The Contractor must provide all information requested and related to preparation of the TA, within five business days of the request by Canada.

When directed by Canada, the Contractor must also provide a technical proposal including, if applicable, the following:

- (a) a description of the understanding of the objectives and the scope of work;
- (b) a description of the approach and methodology that will be used to perform the work;
- (c) a description of the expected deliverables;
- (d) an estimate of the expected degree of success;
- (e) proposed deviations from the requirements;
- (f) identification of the major risks and a risk mitigation plan;
- (g) a comprehensive work schedule and prioritization of activities to be performed.

1.1.1.3 Approval of the Task Authorization

The Contractor must not begin the work until the approved TA has been received by Canada. The Contractor acknowledges that any work performed before the TA has been received will be done at the Contractor's own risk.

The work will be approved or confirmed by Canada through a Task Authorization Form – DND 626 in Appendix E.

1.1.2 Task Authorization Limit

The DND Procurement Authority may authorize individual task authorizations up to a limit of \$100,000.00\$, Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of these limits must be authorized by the Contracting Authority before issuance

1.1.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 10 % of the Maximum Contract Value.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.

4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

1.1.4 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by The Procurement and Payment group at Defence Research and Development Canada - Valcartier, represented by the DND Procurement Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

1.2 Disclosure Certification

On completion of the Work, the Contractor must submit to the Technical Authority and to the Contracting Authority a copy of the Contractor Disclosure of Foreground Information attached as Annex C stating that all applicable disclosures were submitted.

2. 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.

2.1 General Conditions

[2040](#) (2016-04-04), General Conditions - Research & Development, apply to and form part of the Contract.

2.2 Non-disclosure Agreement

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, attached at Annex D, and provide it to the Contracting Authority before they are given access to information by or on behalf of Canada in connection with the Work.

3. Security Requirements

There is no security requirement applicable to the Contract.

4. Period of the Contract

The period of service begins at the award of the contract and ends 4 years later at the end of the month.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name : Guillaume Quessy
Title : Procurement Specialist
Organisation : Travaux publics et Services gouvernementaux Canada

Solicitation No. - N° de l'invitation
W7701-176328/A
Client Ref. No. - N° de réf. du client
W7701-176328

Amd. No. - N° de la modif.
File No. - N° du dossier
QCL-6-39370

Buyer ID - Id de l'acheteur
QLC040
CCC No./N° CCC - FMS No./N° VME

Address : 601-1550 Av. D'Estimauville
Québec (Québec) G1J 0C7
Telephone : 418-649-2765
Télécopieur : 418-648-2209
Courriel: guillaume.quessey@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.

5.2 Technical Authority (to be completed after contract award)

The Technical Authority for the Contract is:

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

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

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the 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.

5.3 DND Procurement Authority (to be completed after contract award)

The DND Procurement Authority for the Contract is:

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

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

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 the implementation of tools and processes required for 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 Work can only be made through a contract amendment issued by the Contracting Authority.

5.4 Contractor's Representative (to be completed after contract award)

Administrative representative :

Name :
Telephone :
Facsimile :
Email :

Technical representative :

Name :
Telephone :
Facsimile :
Email :

6. Proactive Disclosure of Contracts with Former Public Servants

SACC Manual Clause [A3025C](#) (2013-03-21) - Proactive Disclosure of Contracts with Former Public Servants

7. Payment

7.1 Basis of Payment

(i) For the Work provided under a Task Authorization subject to a Firm Price:

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid a firm price in accordance with the basis of payment, in Annex B, as specified in the authorized TA. 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

(ii) For the Work provided under a Task Authorization subject to a Ceiling Price:

The Contractor will be reimbursed its costs reasonably and properly incurred in the performance of the Work, plus a profit, as determined in accordance with the Basis of Payment in Annex B, to the ceiling price specified in the approved TA. Customs duties are included and Applicable Taxes are extra.

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the Work and computed in accordance with the Basis of Payment.

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.

Ceiling price: A ceiling price is the maximum amount of money that may be paid to a contractor. By establishing a ceiling price, the contractor must fulfill all of its contractual obligations relative to the work to which this basis of payment applies without additional payment whether or not the actual costs incurred exceed the ceiling price.

(iii) For the Work provided under a Task Authorization subject to a Limitation of Expenditure:

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in

accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA 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 authorized, 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 liability to the Contractor under the authorized TA being exceeded before obtaining the written approval of the Contracting Authority.

(iv) Travel and Living Expenses:

There will be no travel time or travel and living expenses payable for services rendered within 50 kilometers from Defence Research and Development Canada - Valcartier, located at 2459 route de la Bravoure, Quebec City, Quebec.

For services rendered further than 50 kilometers from Defence Research and Development Canada - Valcartier, the Contractor will be paid its actual travel time in accordance with the hourly rates detailed in Annex B, Basis of Payment.

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the National Joint Council Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority.

7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$850,000.00**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. 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 sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. 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.

7.3 Method of Payment

7.3.1 Payments will be made not more frequently than once a month.

7.3.2 Depending on the method of payment specified in the applicable TA, one of the following methods of payment clauses will apply.

7.3.2.1 Single Payment (For a Firm Price TA, for a TA subject to a Limitation of Expenditure or a Ceiling Price)

Canada will pay the Contractor upon completion and delivery of the Work associated with the Task Authorization in accordance with the payment provisions of the Contract if:

- (a) an accurate and complete claim for payment using [PWGSC-TPSGC 1111](http://www.tpsgc-pwgs.gc.ca/app-acq/forms/documents/1111.pdf) (<http://www.tpsgc-pwgs.gc.ca/app-acq/forms/documents/1111.pdf>), Claim for Progress Payment, and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all such documents have been verified by Canada;
- (c) the Work delivered has been accepted by Canada.

7.3.2.2 Milestone Payments (For a Firm Price TA)

For any task authorization issued under the Contract that includes a schedule of milestone payments to be made once specific portions of the work have been completed and accepted, Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Task Authorization and the payment provisions of the Contract if:

- (a) an accurate and complete claim for milestone payment using [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;
- (c) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

7.3.2.3 Progress Payments (For a TA subject to a Limitation of Expenditure or a Ceiling Price)

- (a) Canada will make progress payments in accordance with the payment provisions of the Task Authorization and the Contract, no more than once a month, for costs incurred in the performance of the Work up to 90 percent of the amount claimed and approved by Canada if:
 - (i) an accurate and complete claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) the amount claimed is in accordance with the Basis of Payment and the Task Authorization;

- (iii) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Task Authorization.
- (iv) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.
- (b) The balance of the amount payable will be paid in accordance with the payment provisions of the Task Authorization and the Contract upon completion and delivery of all work required under the Task Authorization if the Work has been accepted by Canada and a final claim for the payment is submitted.
- (c) Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the right to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

7.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0305C (2008-05-12), Cost Submission

7.5 Discretionary Audit

SACC Manual Clause C0705C (2010-01-11), Discretionary Audit

8. Invoicing Instructions

- 8.1 The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111. Form PWGSC-TPSGC 1111 is available at the following Website <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Each claim must show:

- (a) all information required on form PWGSC-TPSGC 1111;
 - (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
 - (c) the Task Authorization (TA) number;
 - (d) the description of the milestone invoiced, as applicable.
- 8.2 For TAs subject to a Limitation of Expenditure or a Ceiling Price, each invoice must be supported by :
- (a) a list of all expenses, in accordance with the TA;
 - (b) a copy of time sheets to support the time claimed;
 - (c) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
 - (d) a copy of the monthly progress report.
- 8.3 Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
- 8.4 The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Contracting Authority for certification.

ATTN: Supply and Support Clerk
Public Works and Government Services Canada
601-1550 D'Estimauville
Québec, QC.
G1J 0C7

The claim management team's email address is provided as a reference.
QueReclamation.QueClaim@tpsgc-pwgsc.qc.ca

The Contracting Authority will then forward the original and two (2) copies of the claim to the Technical Authority for appropriate certification after inspection and acceptance of the Work takes place, and onward submission to the Payment Office for the remaining certification and payment.

- 8.5 The Contractor must not submit claims until all work identified in the claim is completed.

9. Certifications

9.1 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.

9.2 SACC Manual Clauses

[A3060C](#) (2008-05-12), Canadian Content Certification

10. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (*Insert the name of the province or territory as specified by the Bidder in its bid, if applicable.*)

11. 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 2040 (2016-04-04);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Contractor Disclosure of Foreground Information;
- (f) Annex D, Non-disclosure Agreement;
- (g) Annex E, Form PWGSC-TPSGC 572 Task Authorization;
- (h) the signed Task Authorizations (including all of its annexes, if any);

- (i) the Contractor's bid dated _____, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award.*"), as clarified on _____ " *or* ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s)*).

12. Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

13. Foreign Nationals (Canadian Contractor)

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

14. Insurance

SACC Manual clause [G1005C](#) (2016-01-28) Insurance

15. Progress Reports

1. The Contractor must submit monthly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.
2. The progress report must contain three parts:

(a) PART 1: The Contractor must answer the following three questions:

- (i) Is the project on schedule?
- (ii) Is the project within budget?
- (iii) Is the project free of any areas of concern in which the assistance or guidance of Canada may be required?

Each negative response must be supported with an explanation.

(b) PART 2: A narrative report, brief, yet sufficiently detailed to enable the Technical Authority to evaluate the progress of the Work, containing as a minimum:

- (i) A description of the progress of each task and of the Work as a whole during the period of the report. Sufficient sketches, diagrams, photographs, etc., must be included, if necessary, to describe the progress accomplished.
- (ii) An explanation of any variation from the work plan.
- (iii) A description of trips or conferences connected with the Contract during the period of the report.
- (iv) A description of any major equipment purchased or constructed during the period of the report.

(c) PART 3: The "Contract Plan and Report Form", PWGSC-TPSGC 9143 (<http://publiservice-app.tpsgc-pwgsc.gc.ca/forms/pdf/9143.pdf>), (or an equivalent form acceptable to the Contracting Authority) showing the following:

Solicitation No. - N° de l'invitation

W7701-176328/A

Client Ref. No. - N° de réf. du client

W7701-176328

Amd. No. - N° de la modif.

File No. - N° du dossier

QCL-6-39370

Buyer ID - Id de l'acheteur

QLC040

CCC No./N° CCC - FMS No./N° VME

-
- (i) Actual and forecast expenditure on a monthly basis for the period being covered.
(Expenditures are to be outlined by month and by task.)

ANNEX A - STATEMENT OF WORK

1. TITLE

Provide Research and Development video animation, 3D creation, simulation and visualization of complex urban scenes

2. OBJECTIVES

- Create optimized 3D models for real-time simulations for Research and Development.
- Use terrain generation software and database for tactical ground applications for Research and Development.
- Provide 3D scenes Visualization software for visualization or training application. Produce high levels of visual realism using sensor and image generation software to create accurate, immersive environments.
- Provide sensor materials classification software taking into account atmospheric conditions applied to Visible and IR camera, Night Vision Goggle, Radar and LIDAR.
- Provide video animations of data fusion of sensors for Research and Development.

3. BACKGROUND

Present conflicts clearly demonstrate the urgent need to be able to gather operational and strategic information in real time over mega cities.

Due to the scientific nature of the work performed, the Crown needs the creation of complex operation scene and the creation of complex scenarios that are representative of the reality and that are key components to the success of modern operation. In addition, fusion and dynamic display of 3D LIDAR information to existing Digital Terrain Elevation Data (DTED) or to other sensors (IR and Visible Camera), Radar, LIDAR and Hyperspectral maps are key feature for operation in complex scene.

Under Contested Urban Environment (CUE) project, expertise is required to adapt/develop:

- a) A 3D visualization toolkit for simulation;
- b) Tools to build and simulate dynamic virtual environments for a wide range of applications, such as: System Specification and Design Analysis, Mission Rehearsal, Battle-Lab, Command & Control, etc.
- c) A sensor suite to cover the full spectrum of requirements for the development and deployment of accurate, correlated sensor applications and taking into account the nature of the material defining the scenes as well as the atmospheric effects.
- d) A capability to mount sensors of the sensors suite on different platform such as: ground vehicle, airplane, helicopter and UAV.
- e) A capability to display sensors results such as view from platform such as: ground vehicle, airplane, helicopter and UAV.

Therefore, Defence Research and Development Canada (DRDC) requires the services of a Contractor to use their existing or in development tools to process 3D LIDAR, hyperspectral imaging and WAMI imaging data to create 3D complex scenes representing a real or imagined city to simulate sensors mounted on different mobile platforms and to create and execute software control tactical scenarios on 3D scenes.

4. ACRONYMS

CDB: Common Data Base
CUE: Contested Urban Environment

DTED: Digital Terrain Elevation Data
DRP: Double Risley Pair
IR: Infrared
LIDAR: Light detection and ranging
RADAR: Radio detection and ranging
HS: Hyper Spectral
DRDC: Defence Research and Development Canada
NVG: Night Vision Goggle
R&D: Research and Development
UAV: Unmanned Aerial Vehicle
VDE: Visually Degraded Environment
WAMI: Wide Area Motion Imagery

5. APPLICABLE DOCUMENTS & REFERENCES

N/A

6. TASKS

The Contractor must provide on "as and when requested basis", using high level software tools 3D imagery of complex scenes and execute complex simulation of operation in R&D domain.

The work required from the Contractor may include, but is not limited to the following tasks. Each task authorization will require to complete one or more of the tasks mentioned below which will be further specified in each task authorization. The same task maybe authorized simultaneously or repeatedly.

Task 6.1 – Fusion and dynamic display of 3D LIDAR information to Digital Terrain Elevation Data (DTED)

The contractor must:

- 1.1 Perform LIDAR data fusion to Digital Terrain Elevation Data (DTED)
- 1.2 Read and analyze georeferenced LIDAR data. The georeferenced data will be provided by DRDC Valcartier in longitude and latitude pertaining to a certain city.
- 1.3 Superpose LIDAR data to DTED.
- 1.4 Produce video animation of the above from different viewpoints. The viewpoints could be, but not limited to 3D, 2D, God's eye view, landing view, etc...

Task 6.2 – Fusion and dynamic display of 3D LIDAR display to Hyperspectral sensor

The contractor must:

- 2.1 Perform LIDAR data fusion to hyperspectral imaging. The hyperspectral data is limited to a georeferenced latitude and longitude image.
- 2.2 Read and analyze georeferenced LIDAR and hyperspectral data.
- 2.3 Superpose LIDAR data to hyperspectral image.
- 2.4 Compare the images (LIDAR and hyperspectral) on a single platform which could be Ground vehicle, UAV, Fix and rotary wings.

- 2.5 Produce video animations of the above from different viewpoints. The viewpoints could be, but not limited to 3D, 2D, God's eye view, landing view, etc.

Task 6.3 - Fusion and dynamic display of 3D LIDAR information to WAMI sensor

The contractor must:

- 3.1 Perform LIDAR data fusion to WAMI imaging system.
- 3.2 Read and analyze georeferenced LIDAR and WAMI data.
- 3.3 Superpose LIDAR data to WAMI images.
- 3.4 Compare the images (LIDAR and WAMI) on a single platform which could be Ground vehicle, UAV, Fix and rotary wings.
- 3.5 Produce video animation of the above from different viewpoints. The viewpoints could be, but not limited to 3D, 2D, God's eye view, landing view, etc.

Task 6.4 Creation of 3D complex scenes

The contractor must:

- 4.1 Create 3D complex scenes representing a real or imagined city which includes mega-city. The used information will be founded from the public domain.
- 4.2 Take into account the nature/properties of the material to create the complex 3D scenes. As for example, color of brick, cement, asphalt, time of day, season, etc.
- 4.3 Display and record the 3D scenes as viewed from the user perspective.

Task 6.5 Sensor Simulation

The contractor must:

- 5.1 Simulate sensors by defining realistic size and sensitivity based on physic laws and atmospheric effect. Possible sensors are Visible and IR Camera, NGV, Radar/LIDAR.
- 5.2 Integrate the sensor defined in 5.1 to simulated mobile platforms. Possible platforms are Ground vehicle, UAV, Fix and rotary wing.
- 5.3 Display sensor results from platforms view point.
- 5.4 Define sensors parameters.
- 5.5 Integrate sensor to mobile platform.
- 5.6 View and/or resample synthetic scenes generated with a 3D scene creator.

Task 6.6 Tactical scenarios

The contractor must:

- 6.1 Create and execute software control tactical scenarios on 3D scenes.
- 6.2 Define the sensors which could be Camera, Visible and IR, Radar or LIDAR, etc.
- 6.3 Define on which platform they are mounted on.
- 6.4 Define the ranges and sequences of events.
- 6.5 Create a real time 3D animation of sensors oriented of tactical scenarios.

7. RELATIVE FREQUENCY OF EACH TASK

Throughout the duration of the task authorization contract, the frequency of occurrence of each Task is expected to be as follows:

Task	Frequency
1	20 %
2	10 %
3	10 %
4	20 %
5	20 %
6	20 %
	100%

8. REPORTS AND OTHER DELIVERABLES

Depending on the nature of the each task, the deliverable(s) for tasks 1 to 6 may consist of, but not limited to the following:

- Video animations/production on DVD or USB drive. The USB will be provided by DRDC Valcartier.
- Data files in CDB format
- Technical reports containing relevant information such as: how the video animation was produced, the software used and input parameters, the necessary software modification and difficulties encountered.

The deliverables will be detailed in the specific Task Authorization and approved by the Technical Authority.

9. Language of Work

English and French.

10. MEETINGS

Upon contract award, there will be a contract kick-off meeting that will be held at the Contractor's site with the technical authority.

Upon activation of a task authorization, a kick-off meeting will be held at the Contractor's site with the technical authority. The kick-off meeting will serve to review the Contractor's technical and management approach and give the Technical Authority the opportunity to meet the team who will carry out the work in

the task. A closing meeting will also be held for each task at the Contractor's site. If other meetings are required during the course of the task authorization, they will be called upon by the technical authority or the Contractor and they could take place in person, at the Contractor's site, at DRDC Valcartier or by telephone or videoconference. The location will be specified in each task authorization.

11. GOVERNMENT SUPPLIED MATERIAL (GSM)

Raw data from LIDAR, WAMI, Hyperspectral or Radar

12. GOVERNMENT FURNISHED EQUIPMENT (GFE)

N/A

13. WORK LOCATION

All the work will be performed at the Contractor's site. Presentation of the results will be specified in each task authorization but will typically be held at DRDC Valcartier, DRDC Corporate (Ottawa), Contractor's site or another location of the representatives of the Canadian Armed Forces. The precise location will be indicated in each task authorization. The Contractor will be required to travel to the locations specified in the task authorizations.

14. Travel

The Contractor is required to travel to the locations mentioned in the above mentioned section – 13. WORK LOCATION. The tasks have not yet been determined but will be at a later date and will be specified in the task authorization.

The Treasury Board Travel Directive will apply for any travel, accommodation and living expenses.

15. SECURITY

All work is unclassified and the Contractor will not have access to any classified information.

ANNEX B - BASIS OF PAYMENT

1- LABOUR :

The Contractor agrees to provide the following resources as and when required by the Canada at firm all-inclusive rates (including profit, overhead and administration), applicable taxes extra, F.O.B. Destination (for goods), in accordance with the following:

The dates of the contract periods will be adjusted in the contract. The end-of-year dates will be at the end of a month to avoid the application of two different rates in the same month.

NAMES OF RESSOURCES & CATEGORIES	Firm Hourly Rates			
	1st year of contract	2nd year of contract	3rd year of contract	4th year of contract
Data Fusion Expert				
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Sensors Expert				
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Project Manager				
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

2- EQUIPMENT: at laid down cost* without markup.

-
- 3- RENTALS:** at actual cost** without markup.
 - 4- MATERIALS AND SUPPLIES:** at laid down cost without markup.
 - 5- TRAVEL & LIVING:** in conformance with section 7.1(iv) of this contract.
 - 6- SUBCONTRACTS:** at actual cost without markup

The tenderer cannot propose resources in this section; All resources must be included in Section 1. "Labor".

*** the laid-down cost is :** Expenses incurred by a supplier to obtain a given product or service for resale to government. This includes the price charged by the supplier (less rebates), applicable freight charges, foreign exchange difference, customs duties and brokerage but excludes Goods and Services Tax or the Harmonized Sales Tax.

LIMITATION OF EXPENDITURE : \$850,000.00
(Applicables Taxes extra)

ANNEX C - CONTRACTOR DISCLOSURE OF FOREGROUND INFORMATION

Please refer to **Article 1 - Interpretation of 2040 General Conditions** for the definition of "Foreground Information" to determine what information must be disclosed.

The Contractor must provide the following information:

1. Contract No.:
2. What is the descriptive title of the FIP (Foreground Intellectual Property)?
3. Abbreviated description of the FIP and, if applicable, of the different systems and sub-systems.
4. What is or was the objective of the project?
5. Explain how the FIP meets the objective of the project (for example: the advantage of the new solution, what problem did the FIP resolve or what benefits did the FIP deliver).
6. Under which category(ies) would you best describe the FIP and why: Patents, Inventions, Trade Secrets, Copyright, Industrial Designs, Rights in Integrated Circuit Topography, Know-how, Other?
7. Describe the features or aspects of the FIP that are novel, useful and not obvious.
8. Has the FIP been tested or demonstrated? If yes, please summarise the results.
9. Has any publication or disclosure to others been made? If so, to whom, when, where and how?
10. Provide names and addresses of the inventors.
11. Provide an explicit and detailed description of the FIP developed during the contract (Refer to pertinent section of the technical report, if necessary).

Please specify name and position of person approving / authorizing this disclosure. This person is to sign and date the disclosure.

Signature Date

Name Title

(Internal DRDC Valcartier)

Signature Date

Name Title (Technical authority)

ANNEX D - NON-DISCLOSURE AGREEMENT

I, _____, recognize that in the course of my work as an employee or subcontractor of _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No _____ between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and _____, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: _____.

Signature

Date

Solicitation No. - N° de l'invitation
W7701-176328/A
Client Ref. No. - N° de réf. du client
W7701-176328

Amd. No. - N° de la modif.
File No. - N° du dossier
QCL-6-39370

Buyer ID - Id de l'acheteur
QLC040
CCC No./N° CCC - FMS No./N° VME

ANNEX E - DND 626 TASK AUTHORIZATION FORM

The DND 626, *Task Authorization Form*, which is enclosed, is to be inserted at this point and forms part of this document.

ATTACHMENT 1 - EVALUATION OF PRICE

For evaluation purposes only, the price of the bid will be determined as follows:

1 - Financial Bid

Bidders must submit their financial bid in accordance with **Annex B – Basis of Payment**.

2 - Calculation of bid price

The bid price will be calculated as follows:

Bid price = Cost of labour

The Cost of labour will be calculated as set out in sections 3 below

The Bid Price will be evaluated on the basis of the following estimated level of effort / percentage of use :

Data Fusion Expert	55%
Sensors Expert	45%
Project Manager	5%

3 - Cost of labour

To establish labour costs, the effort available in terms of hours (see last column in Table 4.1, below) must be determined. The effort available for each resource category will be calculated as follows:

$$\text{Effort available} = \frac{[\text{Total anticipated available funding}] \times [\text{Estimated level of effort}]}{[\text{Average hourly rate for the resource category}]}$$

The cost of labour for a given category (for a given bid) is then obtained by multiplying the effort available by the average hourly rate provided for the given category (for a given bid).

Lastly, the cost of labour is calculated by adding the labour costs per category for a given bid.

To illustrate:

- Anticipated funding for the work = \$850,000.00
- Estimated level of effort for the Project Manager = 5%
- If the average hourly rate for bid A = \$100, that for bid B = \$75 and that for bid C = \$90, then the average hourly rate for the resource category = \$88.33.

Therefore,

- Effort available \$850,000.00 X 0.05 / \$88.33 = 481.13 hours

and

- Labour costs for the Project Manager, bid A = 481.13 hours x \$100 = \$48,113.21

- Labour costs for the Project Manager, bid B = 481.13 hours x \$75 = \$36,084.25
- Labour costs for the Project Manager, bid C = 481.13 hours x \$90 = \$43,303.50

5- Sample calculations for the price of the three bids

Table 5.1 - Sample calculations for the three bids

			Bid A		Bid B		Bid C	
Resource category	% of use	Effort available	average hourly rate	Price for A	average hourly rate	Price for B	average hourly rate	Price for B
Expert en fusion de données	55%	5500	\$90.00	495 000,00 \$	\$75.00	412 500,00 \$	\$90.00	495 000,00 \$
Expert des capteurs	45%	5337.21	\$60.00	320 232,56 \$	\$75.00	400 290,70 \$	\$80.00	426 976,74 \$
Gestionnaire de projet	5%	481.13	\$100.00	48 113,21 \$	\$75.00	36 084,91 \$	\$90.00	43 301,89 \$
Price of the bid			863 345,77 \$		848 875,60 \$		965 278,63 \$	

The “percentages of use” listed in the table are provided solely for the purpose of determining the estimated price for each bid. They represent approximate needs, provided in good faith, and should not be considered as a contractual guarantee.

These rates are provided as an example only and must not be interpreted as an indicator of the experience of the labour categories.

ATTACHMENT 2 - MANDATORY AND POINT RATED TECHNICAL CRITERIA

1. Mandatory Technical Criteria

N/A

2. Point Rated Technical Criteria

For each resource category, the bidder must indicate the name of the proposed resources and must attach their VCs with all the evidence required to evaluate the training and experience (duration in months on a full-time basis).

More than one resource can be offered by category. In this case, each resource will be assessed individually. The overall scores obtained by each of the resources in the category in question will be summed and then divided by the number of resources proposed to obtain an average.

If more than one resource is proposed for a category, the scoring of each individual resource must meet or exceed the minimum scores indicated.

Evaluation criteria		Rating scale	
RATED CRITERIA		MAX	MIN
1. TECHNICAL PROPOSAL / STRATEGY, APPROACH, METHODOLOGY			
1.1 - Degree of understanding of context, scope and objectives		60	36
<p>The bidder should clearly demonstrate, in their own words and in 3 pages or less, that they thoroughly understand the context, scope and objectives. Bidders should not limit themselves to the description provided in the Statement of Work.</p> <p>The requirements of this criterion are as follows:</p> <ul style="list-style-type: none"> a. a brief presentation of context understanding; b. a concise evaluation of: <ul style="list-style-type: none"> i. the needs of the project; ii. the objectives of the proposed work; iii. reasons justifying the proposed work; c. text that is concise; and d. text that is clear and easy to understand. <p>If the bidder demonstration is more than three pages (page size = letter and minimum font size = 10), only the first three pages will be considered in the evaluation.</p>	<p>36 points: Excellent understanding of context, scope and objectives demonstrated. All of the required elements are provided. Understanding exceeds expectations.</p> <p>30 points: Very good understanding of context, scope and objectives demonstrated. All of the required elements are provided. The text is concise without confusion.</p> <p>24 points: Good understanding of context, scope and objectives demonstrated. All of the required elements are provided. The text is relatively concise, without major confusion.</p> <p>18 points: Average understanding of context, scope and objectives demonstrated. The text is not sufficiently concise or demonstrates major confusion.</p> <p>6 points: Poor understanding of context, scope and objectives demonstrated. Many required elements are missing. The text is not sufficiently concise and demonstrates major confusion.</p> <p>0 points: Very poor understanding of context, scope and objectives demonstrated. Most of the required elements are missing. The text is not concise and demonstrates major confusion.</p>	36	24
1.2 – Recognition of direct and related problems and ability to resolve them		24	12
<p>The bidder should clearly indicate, in 3 pages or less, the major difficulties they expect will need to be addressed and how they plan to address them. Issues and challenges related to the field and the nature of the work required should be addressed.</p> <p>If the bidder demonstration is more than three pages (page size = letter and minimum font size = 10), only the first three pages will be considered in the evaluation.</p>	<p>24 points: Excellent indication of foreseen difficulties and corresponding coping strategies. All potential issues examined are relevant, and good solutions have been proposed for each issue.</p> <p>18 points: Very good indication of foreseen difficulties and corresponding coping strategies. Most potential issues examined are relevant and good solutions have been proposed for each issue.</p> <p>12 points: Good indication of foreseen difficulties and corresponding coping strategies. Most potential issues examined are relevant and good solutions have been proposed for some issues.</p> <p>6 points: Average indication of foreseen difficulties and corresponding coping strategies. Some potential issues</p>	24	12

	<p>examined are relevant and a few good solutions have been proposed for some issues.</p> <p>0 points: Very poor indication of foreseen difficulties and corresponding coping strategies. Few potential issues examined are relevant and poor solutions have been proposed.</p>	145	90
<p>2. TECHNICAL PROPOSAL / DEMONSTRATION OF Capability</p> <p>2.1 – The bidder should clearly demonstrate that they have developed a 3D visualization toolkit for simulation with modular architecture for development environment and build custom development modules to suit application requirements.</p> <p>The bidder should demonstrate that they use high-quality 3D databases and advanced atmospheric and illumination model that provides atmospheric effects, including :</p> <ul style="list-style-type: none"> • time of day • date • sun • stars • moon • cloud layers • wind • visibility • sky color • fog. 	<p>30 points: Excellent knowledge demonstrated. All 10 aspects are clearly identified in the bidder's proposal.</p> <p>25 points: Very good knowledge demonstrated. Eight (8) aspects are clearly identified in the bidder's proposal.</p> <p>20 points: Good knowledge demonstrated. Six (6) aspects are clearly identified in the bidder's proposal.</p> <p>15 points: Average knowledge demonstrated. Four (4) aspects are clearly identified in the bidder's proposal.</p> <p>10 points: Poor knowledge demonstrated. Two (2) aspects are clearly identified in the bidder's proposal.</p> <p>0 points: Very poor knowledge demonstrated. One (1) or no aspect is clearly identified in the bidder's proposal.</p>	30	20
<p>2.2 – The bidder should clearly demonstrate that they have developed a capability to build and simulate dynamic virtual environments for a wide range of applications, such as:</p> <ul style="list-style-type: none"> • System Specification and Design Analysis • Mission Rehearsal • Battle-Lab, Command & Control • Military Embedded Training • First Responders and Homeland Security • Network Centric Operations 	<p>30 points: Excellent knowledge demonstrated. All 6 aspects are clearly identified in the bidder's proposal.</p> <p>25 points: Very good knowledge demonstrated. Five (5) aspects are clearly identified in the bidder's proposal.</p> <p>20 points: Good knowledge demonstrated. Four (4) aspects are clearly identified in the bidder's proposal.</p> <p>15 points: Average knowledge demonstrated. Three (3) aspects are clearly identified in the bidder's proposal.</p> <p>10 points: Poor knowledge demonstrated. Two (2) aspects are clearly identified in the bidder's proposal.</p> <p>0 points: Very poor knowledge demonstrated. One (1) or no aspect is clearly identified in the bidder's proposal.</p>	30	20

<p>2.3 – The bidder should demonstrate that they have developed a sensor suite to cover the full spectrum of requirements for the development and deployment of accurate, correlated sensor applications. It should take into account the nature of the material defining the scenes as well as the atmospheric effects. The ideal suite includes:</p> <ul style="list-style-type: none"> • a visual camera • night vision goggles (NVG) • medium and long wave Infrared Red (IR) cameras • 3D mapping Lidar • 3D mapping Radar 	<p>30 points: Excellent knowledge demonstrated. All 5 aspects are clearly identified in the bidder's proposal. 25 points: Very good knowledge demonstrated. Four (4) aspects are clearly identified in the bidder's proposal. 20 points: Good knowledge demonstrated. Three (3) aspects are clearly identified in the bidder's proposal. 15 points: Average knowledge demonstrated. Two (2) aspects are clearly identified in the bidder's proposal. 10 points: Poor knowledge demonstrated. One (1) aspect is clearly identified in the bidder's proposal. 0 points: Very poor knowledge demonstrated. No aspects are clearly identified in the bidder's proposal.</p>	<p>30</p>	<p>20</p>
<p>2.4 – The bidder should demonstrate that they have developed capability to mount sensors of the sensors suite on different platforms such as:</p> <ul style="list-style-type: none"> • ground vehicles • airplanes • helicopters • UAVs. 	<p>25 points: Very good knowledge demonstrated. Four (4) aspects are clearly identified in the bidder's proposal. 20 points: Good knowledge demonstrated. Three (3) aspects are clearly identified in the bidder's proposal. 15 points: Average knowledge demonstrated. Two (2) aspects are clearly identified in the bidder's proposal. 10 points: Poor knowledge demonstrated. One (1) aspect is clearly identified in the bidder's proposal. 0 points: Very poor knowledge demonstrated. No aspects are clearly identified in the bidder's proposal.</p>	<p>25</p>	<p>15</p>
<p>2.5 – The bidder should demonstrate that they have developed capability to display sensors results as view from platforms such as:</p> <ul style="list-style-type: none"> • ground vehicles • airplanes • helicopters 	<p>30 points: Excellent knowledge demonstrated. More than 4 aspects are clearly identified in the bidder's proposal. 25 points: Very good knowledge demonstrated. Four (4) aspects are clearly identified in the bidder's proposal. 20 points: Good knowledge demonstrated. Three (3) aspects are clearly identified in the bidder's proposal. 15 points: Average knowledge demonstrated. Two (2) aspects are clearly identified in the bidder's proposal.</p>	<p>30</p>	<p>15</p>

<ul style="list-style-type: none"> • UAV/s. 	<p>10 points: Poor knowledge demonstrated. One (1) aspect is clearly identified in the bidder's proposal. 0 points: Very poor knowledge demonstrated. No aspects are clearly identified in the bidder's proposal.</p>	
<p>3. EXPERIENCE AND KNOWLEDGE OF RESOURCES PARTICIPATING IN THE PROJECT</p> <p>To ensure that resources proposed for this criterion can be properly evaluated, bidders should clearly present:</p> <p>(a) the proposed data fusion expert who will work the most hours on the project; (b) the software expert who will work the most hours on software modification and the creation of synthetic scenes; and (c) the project manager.</p> <p>The bidder should propose one resource for each category. The same resource can be proposed for more than one category. Bidders should include in their proposal the curriculum vitae of each resource proposed.</p> <p>* Note: The resource is the person in an employment category who will work the most hours on the project.</p> <p>The bidder should demonstrate the scientific competence of the expert by describing the contexts in which that competence was gained. "Context" refers to the conditions under which specific competence was gained, such as professional experience, education and training.</p> <p>Details related to professional experience should include (at minimum) the nature of the expert's position, the context in which they were performed, the specific tasks completed, the specific expertise acquired and the duration. Details related to academic education and training should include (at minimum) the name, duration and location of the education or training, the official title received, and a description of the specific knowledge acquired.</p> <p>Publications on the specific subject of interest (studies or specific publications) may be considered relevant professional experience.</p> <p>The subject-matter expert should hold a degree from a recognized Canadian university, or the equivalent, as established by a recognized* Canadian academic credentials assessment service if obtained outside Canada.</p> <p>* The list of recognized organizations can be found under the Canadian Information Centre for International Credentials website: http://www.cicic.ca/415/credential-assessment-services.canada</p>		<p>130</p> <p>76</p>
<p>3.1 – Data fusion expert</p>	<p>a) Level of education 15 points: PhD in science or engineering 10 points: Master's degree in science or engineering</p>	<p>40</p> <p>23</p>

<p>The bidder should demonstrate the technical competence of the resource who will be involved in the project by describing the context in which that competence was gained.</p> <p>Details related to professional experience should include (at minimum) the nature of the expert's position, the context in which they were performed, the specific tasks completed and the specific expertise acquired.</p>	<p>5 points: Bachelor's degree in science or engineering 3 points: Technical degree or diploma in science or engineering 0 points: Any other situation</p> <p>b) Professional experience directly related to data fusion 25 points: More than 60 months of experience 20 points: 43 to 60 months of experience 15 points: 30 to 42 months of experience 10 points: 12 to 29 months of experience 5 points: 6 to 11 months of experience 0 points: Less than 6 months of experience</p>		
<p>3.2 – Sensors expert</p> <p>The bidder should demonstrate the technical competence of the resource who will be involved in the project by describing the context in which that competence was gained.</p> <p>Details related to professional experience should include (at minimum) the nature of the expert's position, the context in which they were performed, the specific tasks completed and the specific expertise acquired.</p>	<p>a) Level of education 15 points: PhD in science or engineering 10 points: Master's degree in science or engineering 5 points: Bachelor's degree in science or engineering 3 points: Technical degree or diploma in science or engineering 0 points: Any other situation</p> <p>b) Professional experience directly related to sensor 25 points: More than 60 months of experience 20 points: 43 to 60 months of experience 15 points: 30 to 42 months of experience 10 points: 12 to 29 months of experience 5 points: 6 to 11 months of experience 0 points: Less than 6 months of experience</p>	40	23
<p>3.3 – Project manager</p> <p>The bidder should demonstrate the proposed project manager's experience in managing scientific projects that include designing software.</p> <p>The demonstration should include (at minimum) the nature and duration of the project manager's duties, the context in which they were performed, the specific tasks completed and the specific expertise acquired.</p>	<p>50 points: 60 months or more of experience 40 points: 48 to 59 months of experience 30 points: 36 to 47 months of experience 20 points: 24 to 35 months of experience 10 points: 6 to 23 months of experience 0 points: Less than 6 months of experience</p>	50	30

Only completed projects with a budget of \$10,000 or more and longer than 3 months are to be considered. A task authorization which meets these conditions is considered a project.			
4. MANAGEMENT – Risk element identification		30	55
4.1 – Risk element identification			
The bidder should identify the main risks that could compromise the work and propose risk mitigation plans to achieve results that are in line with contractual expectations.	<p>30 points: The risks are varied and demonstrate a very good understanding of the challenges associated with the needs of this request. Mitigation plans exceed requirements and deliver results that exceed expectations.</p> <p>21 points: The risks demonstrate a good understanding of the challenges associated with the needs of this request. Mitigation plans meet requirements and deliver results that are consistent with expectations.</p> <p>15 points: The risks are related to the requirements of this request. Mitigation plans provide results that meet certain expectations.</p> <p>9 points: The risks are not related to the requirements of this request. Mitigation plans do not deliver results that are in line with expectations</p> <p>0 points: The bidder has not provided any information that can be evaluated.</p>	30	15
5. BIDDER'S EXPERIENCE		20	8
5.1 – The bidder should indicate the number of completed scientific projects that include designing software with an annual budget of at least \$100,000 that they have completed over the past five (5) years. Task authorization projects are also considered scientific projects.	<p>20 points: At least 5 projects</p> <p>16 points: 3 or 4 projects</p> <p>12 points: 2 projects</p> <p>8 points: 1 project</p> <p>0 points: 0 projects</p>		
This should include (at minimum) the nature and duration of the project, the context, the specific tasks completed and the specific expertise acquired and must be demonstrated in 5 pages or less.		20	8
If the bidder demonstration is more than five pages (page size = letter and minimum font size = 10), only the first five pages will be considered in the evaluation.			
1. TECHNICAL PROPOSAL / STRATEGY, APPROACH, METHODOLOGY		60	36

2. TECHNICAL PROPOSAL / DEMONSTRATION OF EXPERTISE	145	90
3. EXPERIENCE AND KNOWLEDGE OF RESOURCES PARTICIPATING IN THE PROJECT	130	76
4. MANAGEMENT – TIME AND TASK ALLOCATION	30	15
5. BIDDER’S EXPERIENCE	20	8
TOTAL	385	225

Annex E

Form DND 626, Task Authorization



TASK AUTHORIZATION
AUTORISATION DES TÂCHES

[illegible]

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.