



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
Room 100,  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3B 0T6  
Bid Fax: (204) 983-0338

**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**

<b>Title - Sujet</b> Oceanographic Mooring	
<b>Solicitation No. - N° de l'invitation</b> F2402-170092/A	<b>Date</b> 2018-01-30
<b>Client Reference No. - N° de référence du client</b> F2402-170092	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$WPG-209-10459	
<b>File No. - N° de dossier</b> WPG-7-40172 (209)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-03-02</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Allard, Ken	<b>Buyer Id - Id de l'acheteur</b> wpg209
<b>Telephone No. - N° de téléphone</b> (204) 229-5423 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF FISHERIES AND OCEANS CTRL&ARCTIC 501 UNIVERSITY CRES. WINNIPEG Manitoba R3T2N6 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada - Western  
Region  
Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3B 0T6

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Requirement**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### **1.2 Debriefings**

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

### **1.3 Trade Agreements**

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA) and the North American Free Trade Agreement (NAFTA).

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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

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

The [2003](#) 2017-04-27 Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

### **2.2 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.

### **2.3 Enquiries - Bid Solicitation**

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

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

### **2.4 Applicable Laws**

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

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

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

### **3.1 Bid Preparation Instructions**

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

- Section I: Technical Bid (1 hard copy)
- Section II: Financial Bid (1 hard copy)
- Section III: Certifications (1 hard copy)

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

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

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

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

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

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

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

#### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the ANNEX B - Basis of Payment.

##### **3.1.1 Electronic Payment of Invoices – Bid**

The Bidder accepts any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

### **3.1.2 Exchange Rate Fluctuation**

C3011T Exchange Rate Fluctuation (2013-11-05)

### **3.1.3 SACC Manual Clauses**

B1000T Condition of Material - Bid (2014-06-26)

### **Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

- a) Compliance with meeting all of the mandatory specification requirements, as identified under Annex "A", Requirement.
- b) Compliance with the Basis of Payment, as identified under Annex "B".

#### **4.1.2 Financial Evaluation**

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

### **4.2 Basis of Selection**

#### **4.2.1 Basis of Selection - Mandatory Technical Criteria**

SACC Manual Clause A0031T (2010-08-16), Basis of Selection - Mandatory Technical Criteria

## **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.

### **5.1 Certifications Required with the Bid**

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

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### **5.2 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 provided will render the bid non-responsive.

#### **5.2.1 Integrity Provisions – Required Documentation**

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

#### **5.2.2 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

## **PART 6 - RESULTING CONTRACT CLAUSES**

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

### **6.1 Security Requirements**

**6.1.1** There is no security requirement applicable to the Contract.

### **6.2 Requirement**

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

### **6.3 Standard Clauses and Conditions**

All clauses and conditions identified in the Contract by number, date and title are set out in the [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.

#### **6.3.1 General Conditions**

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

### **6.4 Term of Contract**

#### **6.4.1 Period of the Contract**

The period of the Contract is from date of Contract to March 31, 2020 inclusive.

#### **6.4.2 Delivery Date**

All the deliverables must be received on or before March 31, 2018 to:

Freshwater Institute/Fisheries and Oceans Canada  
501 University Crescent  
Winnipeg (MB)  
CANADA  
R3T 2N6  
Ph: (204)-984-5541

Alternate delivery location on or before March 31, 2018 to the Bedford Institute of Oceanography:

Attn: Clark Richards  
Bedford Institute of Oceanography/Fisheries and Oceans Canada  
1 Challenger Drive  
Dartmouth (NS)  
CANADA  
B2Y 4A2  
Ph: (902)-403-1682

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## 6.5 Authorities

### 6.5.1 Contracting Authority

Ken Allard  
Procurement Branch  
Public Services and Procurement Canada / Government of Canada  
Direction generale de l'approvisionnement du Canada  
Services publics et Approvisionnement Canada  
Email - [ken.allard@pwgsc-tpsgc.gc.ca](mailto:ken.allard@pwgsc-tpsgc.gc.ca)  
Tel/Tél - (204) 229-5423

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

### 6.5.2 Project Authority

The Project Authority for the Contract is: **TBD**

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

### 6.5.3 Contractor's Representative

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Payment

### 6.6.1 Basis of Payment

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

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

### 6.6.2 Single Payment

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

### 6.6.3 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

### 6.7 Invoicing Instructions

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

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

### 6.8 Certifications and Additional Information

#### 6.8.1 Compliance

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

### 6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_ *to be determined*.

### 6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_ *to be determined*.

### 6.11 SACC Manual Clauses

B1501C	(2006-06-16)	Electrical Equipment
B7500C	(2006-06-16)	Excess Goods
G1005C	(2008-05-12)	Insurance - No Specific Requirement

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## ANNEX A

### STATEMENT OF REQUIREMENT

#### 1. Objective

Fisheries and Oceans Canada, Freshwater Institute (FWI) wish to acquire an ice-tethered bio-oceanographic mooring with integrated near real-time data transmission and power system, for long-term observational time-series. The ice-tethered bio-oceanographic mooring will be deployed in the high Arctic directly under multi-year sea ice within the Lincoln Sea. Fisheries and Oceans Canada, Freshwater Institute will provide the oceanographic sensors and instruments and the contractor will provide the oceanographic mooring designed to integrate all sensors and instruments into a near real-time data link and power system.

#### 2. Context

Fisheries and Oceans Canada FWI is purchasing an autonomous long-term ice-tethered bio-oceanographic mooring as part of an extensive research initiative to gain a better understanding of the sea ice habitat, biodiversity and ecosystem structure of the marine environment within the Last Ice Area. Biological and oceanographic observations are crucial in understanding the ecological responses to changes in the physical marine environment and thus are an essential component of our research program.

#### 3. Training

The Contractor must provide a minimum of 1 day of hands on and theoretical training, in English, for 2 people to be conducted at the contractor's place of work. Training will ideally be conducted on the exact same ice-tethered bio-oceanographic mooring equipment that Fisheries and Oceans will acquire. The training should be conducted before the mooring is shipped to Fisheries and Oceans, Freshwater Institute. The training should cover the entire mechanical setup, configuration, testing, and deployment protocol for the mooring, as well as near real-time data access and initial processing.

#### 4. Mandatory Technical Specifications and Components

The mandatory technical specifications and components listed in the tables below are, first and foremost, the minimum requirements and do not constitute an exhaustive list. Any technical specifications and components required for operation of the equipment and not described in the table below are an integral part of this annex and their cost is included in the firm lot price for the autonomous long-term ice-tethered bio-oceanographic mooring.

There will be two integrated components:

1. The surface unit to be deployed on the sea ice/snow surface, which will provide power to the mooring sensor array, and store and transmit the mooring sensor data via satellite data link. and
2. The under-ice mooring sensor array (sensors provided by DFO) will be deployed through a hole in the ice, anchored to the sea ice and connected to the surface unit for near real-time data transmission.

##### 4.1 Instrumentation to be integrated into the data transmission and power system:

The instruments and sensors will be provided to the successful bidder upon contract award. Instruments specs will be provided. There will be two identical instrument configurations each deployed at a different water depth, 5 m and 50m, to be integrated in the mooring. Each instrument configuration, provided upon contract award, comprises a Seabird SeaCATplus Version 2 equipped with an WETLabs ECO TRIPLET FL3w and a WET Labs ECO-PARs, PAR sensor (400-700 nm) with bio-wiper.

**Mandatory Technical Criteria and Operational Requirements:**

1. Completion of this Compliance Matrix is mandatory to be considered responsive.
  - a) Bidders must record whether they meet (YES) or not meet (NO) each of the specifications.
  - b) Bidders must provide documentation to demonstrate compliance to each mandatory criterion as identified.
  - c) Bidders must cross reference where in their technical bid, the technical specification is located.
  - d) Where you have indicated compliant, provide the specification being offered which meets or exceeds and cross-reference as to where the supporting documentation is found within your proposal. If there is insufficient space in the table, assign SIR # (Supplementary Information Reference) and provide the appropriate details on a separate page in your proposal. Where published supporting documentation is not available in the form of brochures, technical data sheets etc., mark in the table "certification by signature"
  
2. Mandatory Specifications: Failure to meet any of the mandatory requirements addressed below will result in your proposal being deemed non-responsive and it will be given no further consideration in the evaluation process.

***Next Page: Mandatory Technical Compliance Matrix***

<b>Mandatory Technical Compliance Matrix</b>		
<b>Item</b>	<b>TECHNICAL SPECIFICATION DESCRIPTION</b>	<b>COMPLIANT YES/NO</b>
1.1	Must be able to transmit data in real time for a full year (12 months) in the typical environmental conditions to be encountered in the Lincoln Sea: the surface unit will be exposed to below -40oC and complete darkness for several months in winter; and the under ice mooring sensor array will be exposed to near freezing water temperatures of -1.8 °C.	
1.2	Must include datalogger system with 2-way iridium short burst data transceiver, external antenna with connection cable of a minimum length of 4 m cable, and mounting kit.	
1.3	Must include system integration and testing, including: telemetry configuration, datalogger configuration, web hosting configuration, power and communication cables to datalogger & data transmission system, document package preparation, system start-up support.	
1.4	Must include all necessary mounting equipment and tools to deploy the data transmission system in optimal operational configurations on sea ice, including tripod, poles, brackets, nuts, bolts, ice anchors with guy wire adaptors for tripod, etc.	
1.5	Must include mooring components and mooring system integration, including tripod, mooring and communication cable, brackets, mounting kits, ensuring communication and integration with datalogger/data transmission system in near real-time.	
1.6	Must include a web-based data hosting system where the data are transmitted to via satellite in near real-time and provides secure near real-time data access.	
1.7	Data transmission via satellite should be done at least once per day.	
1.8	Data transmission requirements and power consumption should be calculated by the contractor based on sampling interval of 30 minutes	
1.9	Must include a solar panel system to rechargeable insulated battery pack. The battery pack must be capable of supporting the calculated power consumption for data communication, storage and transmission requirements at this high latitude between 82 and 85 °N.	
1.10	The ice tripods must have large feet to distribute the load on the ice and reduce sinking through the ice.	
1.11	Delivery must be received on or before <b>March 31, 2018</b>	

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**ANNEX B  
BASIS OF PAYMENT**

The Contractor will be paid firm unit prices, as specified below. Customs duties and applicable taxes are extra, if applicable, and to be shown as a separate item on any resulting invoice.

Pricing is firm unit price, including all costs associated with providing the requirement in accordance with Annex A, including all customs duties, FOB destination.

Although the delivery must be on or before March 31<sup>st</sup> the best estimated delivery timeframe offered is \_\_\_\_\_ (number of calendar days) from contract award date.

When completed, the Basis of Payment will be considered as the Bidder's Financial Bid.

**TABLE 1: BASIS OF PAYMENT – Firm Lot Price.**

Item	Description	Qty (A)	Unit of Issue	Unit Price (CAD only) (B)	Lot Price (CAD only) (A x B)
1	Ice-tethered bio-oceanographic mooring with integrated near real-time data transmission and power system  All-inclusive pricing to meet Annex A criteria.  Make: _____  Model # _____	1	each	\$ _____	\$ _____
2	<b>Training:</b> minimum of 1 day of hands on and theoretical training				\$
3	<b>Delivery:</b> Shipping and handling charges, including off-loading charges, FOB Destination				\$
<b>SUB-TOTAL:</b>					\$
<b>Taxes (as applicable):</b>					\$
<b>TOTAL:</b>					\$