



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

Bid Receiving / Réception des soumissions
Royal Canadian Mounted Police /
Gendarmerie royale du Canada,
Procurement & Contracting Services /
Service des acquisitions et des marchés
Bid Receiving Unit /
Groupe de réception des soumissions,
5th Floor / 5e étage,
10065 Jasper Avenue NW /
10065 Avenue Jasper N.O.
Edmonton, AB T5J 3B1

Please note: If submitting your bid packages via Canada Post you must request the "Signature and Identity Services" on your Canada Post package to ensure that there is a personal hand-off between Canada Post and the RCMP Bid Receiving Unit. /

Veillez noter : Si vous faites parvenir vos documents de soumission par l'entremise de Postes Canada, vous devez demander les « services avec signature et preuve d'identité » de Postes Canada afin de vous assurer qu'il y aura une remise de main à main entre Postes Canada et l'Unité de réception des soumissions de la GRC.

**INVITATION TO TENDER
APPEL D'OFFRES**

Tender to:

Royal Canadian Mounted Police

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.

**Soumission aux :
Gendarmerie royale du 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:

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT /
LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

Title – Sujet Automated License Plate Recognition Systems (ALPR) / Systèmes automatisé de reconnaissance de plaques d'immatriculation (ARPI)		Date Monday February 19, 2018 / Lundi 19 février 2018
Solicitation No. – N° de l'invitation		M5000-18-4110/A
GETS Reference No. - N° de référence du SEAG # PW-18-00816798		
Client Reference No. - No. De Référence du Client 18-1431		
Solicitation Closes – L'invitation prend fin		
At /à :	2 :00 p.m. / 14h00	MST (Mountain Standard Time) HNR (Heure Normale des Rocheuses)
On / le :	Monday March 12, 2018 / Lundi 12 mars 2018	
Delivery - Livraison See herein – Voir aux présentes	Taxes - Taxes See herein – Voir aux présentes	Duty – Droits See herein – Voir aux présentes
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à		
Telephone No. – No. de téléphone		Facsimile No. – No. de télécopieur

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



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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1.1.1 Before award of a contract, the following conditions must be met:

- a) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
- b) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

1.1.2 Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

1.1.3 For additional information on security requirements, bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website. Please note, the above website is specific to PWGSC requirements and processes may differ from RCMP requirements.

1.2 Statement of Work

The Work to be performed is detailed under Part 6.2 of the resulting contract clauses.

1.3 Debriefings

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

1.4 Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.

1.5 Trade Agreements

"The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA)."



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.

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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: one hundred eighty (180) days

2.2 Submission of Bids

Bids must be submitted via courier or by hand, only to RCMP Bid Receiving Unit, by the date, time and place indicated on page 1 of the bid solicitation.

Ensure that the Bidder's Individual or Company name, return address, the bid solicitation number, and bid solicitation closing date and time are clearly visible on all envelope(s), parcel(s), or facsimile page header(s), containing the bid documents.

Due to the nature of the bid solicitation, bids transmitted by facsimile or electronic transmission (email) to RCMP will not be accepted.

The Royal Canadian Mounted Police (RCMP) will not assume responsibility for bids directed and/or delivered to any other location.

2.3 Enquiries - Bid Solicitation

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

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



2.4 Applicable Laws

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

2.5 Improvement of Requirement during Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the 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 **seven (7) days** before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.6 Promotion of Direct Deposit Initiative

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.

If you are the successful bidder on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: corporate_accounting@rcmp-grc.gc.ca.



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 – two (2) hard copies.

Section II: Financial Bid – one (1) hard copy.

Section III: Certifications – one (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 – See Annex B

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 – See Annex C

Bidders must submit their financial bid in accordance with the Annex C, Basis of Payment. The total amount of Applicable Taxes (i.e. Goods and Services Tax or Harmonized Sales Tax) must be shown separately.

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

Submission of Evidence as described below MUST be included with the bidder's proposal at time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified and no further consideration will be given to the bidder and the proposal will be deemed non responsive.

4.1.1.1 Mandatory Technical Criteria – See Annex B

The Mandatory technical evaluation criteria are included in Annex B.

The Bidder must provide in its proposal the supporting documentation and data as specified in Annex B, failure to comply with this request will render the bid non-responsive and no further consideration will be given.

At bid closing time, **the bidder must comply with ALL Mandatory Requirements** and provide the necessary documentation to support compliance as listed in Annex B.

4.1.2 Financial Evaluation – See Annex C

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

The total evaluated price will be calculated in the following method using information provided by bidder - Annex C, the Basis of Payment:

4.1.2.1 Pricing Schedule: Firm Fixed Pricing

The Fixed Firm Unit Prices, provided by the bidder in Annex C - Table 1 and Table 2, will be multiplied by the Quantities identified, to provide an Extended Price per unit for each Row, and the sum of the Extended Prices for Evaluation will be added together to equal a Subtotal value for each Table. The sum of the Sub-totals of Table 1 and Table 2, will be added together to equal the Total Fixed Bid Price for Evaluation.

4.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation and meet all mandatory technical evaluation criteria, in order to be declared responsive. The responsive bid with the lowest evaluated price per goods and services, will be recommended for award of a contract.



PART 5 - CERTIFICATIONS

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

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

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

5.1 Certifications 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.

5.1.1 Integrity Provisions – See Annex D

In accordance with the *Ineligibility and Suspension Policy* (<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:

- Declaration of Convicted Offences (as applicable)
- Required Documentation

5.1.2 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 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.



5.1.3 Additional Certifications Precedent to Contract Award

5.1.3.1 Former Public Servant – See Annex D

5.1.3.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement.

For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.



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 – See Annex E

6.1.1 The following security requirements (SRCL and related clauses deleted) apply and form part of the Contract.

The contractor is required to have all Contractor personnel working on site to be security cleared at the level of **Facility Access 2 Clearance (FA-2 Operations Zone, Escort Required)** for services work (Training services) as required, as verified by the Personal Security Unit (PSU) of the Royal Canadian Mounted Police (RCMP).

The contractor SHALL NOT remove or make copies of any DESIGNATED or CLASSIFIED information or assets from the identified work site.

6.2 Statement of Work – See Annex A

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

.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.

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

6.3.1 General Conditions

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

6.3.2 Supplemental General Conditions

[4001 \(2015-04-01\) Hardware Purchase, Lease and Maintenance](#), apply to and form part of the Contract.

[4003 \(2010-08-16\) Licensed Software](#), apply to and form part of the Contract.

[4004 \(2013-04-25\) Maintenance and Support Services for Licensed Software](#), apply to and form part of the Contract.

[2030 27 \(2008-05-12\) Intellectual property infringement and royalties](#), of [2030 \(2016-04-04\) General Conditions - Higher Complexity - Goods](#), apply to and form part of the Contract.

[2035 25 \(2008-05-12\) Intellectual property infringement and royalties](#), of [2035 \(2016-04-04\) General Conditions - Higher Complexity - Services](#), apply to and form part of the Contract.

[2040 27 \(2008-05-12\) Intellectual property infringement and royalties](#), of [2040 \(2016-04-04\) General Conditions - Research and Development](#), apply to and form part of the Contract.



6.4 Term of Contract

6.4.1 Delivery Date (for the Initial order)

The deliverables of the initial order of hardware and software must be received on or before March 29, 2018.

6.4.2 Delivery Date (for the option order[s])

The deliverables of the hardware and software option order(s) must be made within six weeks from receipt of the order. Installation training and software training delivery date is to be identified by the bidder in the Basis of Payment.

6.4.3 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option(s) to acquire the goods, services or both described at Annex A and C of the Contract, under the same conditions and at the prices and/or rates stated in the contract.

The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

6.4.4 Delivery Points

Delivery of the requirement will be made to the RCMP D Division Headquarters building, Traffic Services unit, Attn: [\(To be identified at Contract Award\)](#), 1091 Portage Ave, Winnipeg, MB, R3G 0S6.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Shawn Balaski
Title: Procurement & Contracting Officer
Department: Royal Canadian Mounted Police
Directorate: Procurement & Contracting Services Unit
Mailing Address: 11140 – 109th Street, Edmonton, AB, T5G 2T4
Telephone: 780-670-8592
E-mail address: shawn.m.balaski@rcmp-grc.gc.ca

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



6.5.2 Project Authority

The Project Authority for the Contract is: [\(The Project Authority will be identified at Contract Award\)](#)

Name: _____
 Title: _____
 Department: _____
 Directorate: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

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

6.5.3 Contractor's Representative

The Contractor's Representative responsible for general enquiries and delivery follow-up is: [\(The Contractor's Representative will be identified at Contract Award\)](#)

Name: _____
 Title: _____
 Telephone No. _____
 Facsimile No. _____
 E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment

For the Work described in Part 1 of the "Statement of Work" in Annex A:

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a fixed "firm price" for a cost of \$_____ ([amount to be inserted at contract award](#)). Customs duties are "included" and Applicable Taxes (i.e. Goods and Services Tax or Harmonized Sale Tax) are extra.

For the firm price portion of the Work only, 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.

6.7.3 Single Payment

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



6.8 Invoicing Instructions

6.8.1 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.

6.8.2 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.

6.9 Certifications and Additional Information – See Annex D

6.9.1 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.

6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the Province of _____. (*Insert the name of the province*)

6.11 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 supplemental general conditions
4001 (2015-04-01) Hardware Purchase, Lease and Maintenance,
4003 (2010-08-16) Licensed Software,
4004 (2013-04-25) Maintenance and Support Services for Licensed Software;
- c) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- d) Annex A, Statement of Work;
- e) Annex C, Basis of Payment;
- f) Annex D, Certifications and Additional Information;
- g) Annex E, Security Requirements Check List;
- h) The Contractor's bid dated _____. (*To be entered at contract award*)

6.12 Procurement Ombudsman

6.12.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.



6.12.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.

6.13 SACC Manual Clauses

B7500C (2006-06-16) Excess Goods

G1005C (2016-01-28) Insurance – No Specific Requirement



ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)

1. Scope

1.1 Objective

The Royal Canadian Mounted Police (RCMP) "D" Division (Manitoba) Traffic Services, located at 1091 Portage Avenue, Winnipeg (Manitoba) R3G 0S6, is requesting the purchase of **Six (6), Fixed Two (2) Camera Mobile Automated License Plate Recognition (ALPR), Hardware units & Software systems**, with Options for up to an additional Twelve (12) units & systems, from date of contract award to March 31, 2020.

The cost of hardware and software, as well as hardware warranty, software maintenance and software upgrades for one (1) year, are to be included in the initial purchase, with options for an additional three (3) – one (1) year periods.

The cost of training in the ALPR Hardware and Software Systems Installation, and training in the use of the ALPR back office software and user software, is to be identified in the Basis of Payment, along with a proposed delivery of training services date, from date of receipt of order.

Up to Twelve (12) optional units & systems will require the same goods/services as the initial purchase, with the exception of the installation training, which will not be required.

1.2 Background

The RCMP "D" Division (Manitoba) Traffic Services has a requirement for the purchase of Six (6) - Fixed Two (2) Camera Mobile Automated License Plate Recognition (ALPR) hardware units and software systems, to replace existing aging equipment and to replace the existing ALPR database.

The ALPR goal is to reduce auto theft, assist in the recovery of stolen vehicles, property and related vehicle criminality, and apprehend unlicensed, uninsured, and prohibited drivers. The system also identifies individuals that are wanted for outstanding warrants either Canada or Province wide.

The ALPR System is a licence plate recognition program that allows vehicles observed by video cameras have their licence plate read and recorded using pattern recognition software.

ALPR uses colour, infrared cameras and recognition software to read licence plates at a rate of a minimum of 3000+ per hour. The cameras are mounted on police vehicles and take a picture of parked or moving vehicles.

The photographed licence plates are run against the ALPR data base loaded daily into each ALPR onboard computer unit. "Hits" are to appear on the Mobile Work Station (MWS). The ALPR System does not collect personal information, but does provide the authority to pull over vehicles to conduct further investigations into the status of the driver or the vehicle.

There is an increasing recognition that "street policing" is a critical component of prime importance. ALPR together with MWS access to Canadian Police Information Centre (CPIC) and Manitoba Public Insurance (MPI) information, allows the police the full use of modern technology to detect, and challenge the criminal element of the use of vehicles and highways in their commission of criminal or motor vehicle offences.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

2. Reference Documents

The following documents will form part of:

Annex "A" for Six (6) – Fixed Two (2) Camera Mobile Automated License Plate Recognition (ALPR) hardware units and software systems

Table 1 - 1. Camera and Mounting specifications,
Table 1 - 2. Hardware specifications,
Table 1 - 3. Software specifications,
Table 1 - 4. Administrations and Data Mining / Management Specifications,
Table 1 - 5. General specifications,
Table 1 - 6. Standards and Testing Requirements.

3. Deliverables

- 3.1** Supply Six (6) – Fixed Two (2) Camera Mobile Automated Licence Plate Recognition (ALPR) hardware units – see Annex A.
- 3.2** Supply ALPR software systems for each hardware unit.
- 3.3** Provide delivery of all ALPR units and systems to delivery destination.
- 3.4** Provide on-site installation and software training for the first unit and system.
- 3.5** Include a one (1) year – hardware warranty and software maintenance, for each unit and system.
- 3.6** Provide optional annual pricing: for three (3) years of additional hardware warranty, software maintenance and software upgrades support, for each unit and system.
- 3.7** Provide option for the Supply of up to Twelve (12) additional – Fixed Two (2) Camera Mobile Automated Licence Plate Recognition (ALPR) hardware units – see Annex A, with delivery from date of contract award to March 31, 2020. The option includes the same deliverable items 3.2, 3.3, 3.5 and 3.6.
- 3.8** Provide and transmit draft reports, final reports and bids in electronic format. Should printed material be required, the use of double sided printing in black and white format is required unless otherwise specified by the Project Authority.
- 3.9** When printed material is requested, the minimum recycled content of 30% is required and/or certified as originating from a sustainably managed forest.
- 3.10** Recycle unneeded printed documents (in accordance with Security Requirements).

4. Travel Requirements/Meetings:

- Conducting meetings via telephone, teleconference, and/or video conferencing in order to minimize travel requirements is preferred;
- Contractors are encouraged to access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, contractors can go to that link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for contractors.
- Contractors are encouraged to use of public/green transit where feasible.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

5. Shipping Requirements:

Where applicable, suppliers are encouraged to:

- Minimize packaging
- Include recycled content in packaging;
- Re-use packaging;
- Include a provision for a take-back program for packaging;
- Reduce/eliminate toxics in packaging.

**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
1. Camera and Mounting specifications:	
Item 1.1	The Camera System must be comprised of self-illuminating Infrared (IR) cameras for effective license plate image capture in all light conditions: daylight (full sun or cloud), dusk, full dark, dawn, and in all weather conditions with no external lighting required.
Item 1.2	The cameras must have a dual lens configuration in a single camera housing featuring both an Infrared (IR) lens for license late capture and a color overview image of the vehicle.
Item 1.3	The Infrared (IR) Light Emitting Diodes (LEDs) must be "pulsed" to enhance license plate capture.
Item 1.4	The System must have a "self-trigger mode" to detect the presence of vehicle license plates in the camera's Field of View (FOV).
Item 1.5	The cameras must be capable of producing multiple license plate images with varying Shutter and Gain Settings to ensure a high quality image regardless of weather or lighting conditions.
Item 1.6	The height of the camera must not be greater than 3.0 inches or a diameter of 4.5 inches, and must be compact enough to be permanently attached to the vehicle's emergency light bar in a low profile manner to minimize impact on the light bar system without drilling multiple holes or violating the integrity of the roof structure (other than for cable passage through the roof).
Item 1.7	The presence of the cameras should be unobtrusive whether such mounting is on a fully marked police vehicle, on an unmarked police vehicle or covert police vehicle, therefore it is beneficial if the housing colour would be non reflective and black.
Item 1.8	All camera mounting bracket systems must be fabricated specifically for the vendor's cameras and must be furnished by the vendor. Camera mounting shall be in a secure manner without losing a significant degree of functionality of the police vehicle (I.E.: regular marked police car and must not block any significant portion of the roof mounted light bar.
Item 1.9	In addition to the camera mounting bracket systems that attach to the vehicle's emergency light bar, the vendor must also have available other camera-mounting bracket systems that can be installed on those police vehicles commonly referred to as "unmarked units" or those with no roof-mounted light bar, or for temporary use on a vehicle.
Item 1.10	The camera must have high resolution capability (minimum of 1024 x 946 resolution).



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
2. Hardware specifications:	
Item 2.1	The Computer System must consist of a dual core processor and must be designed to be trunk mounted or similarly mounted, and must incorporate an intelligent Power Supply Unit (PSU) that provides for a safe and 'orderly' start and shut-down each time the system's power is turned on and off.
Item 2.2	The Computer System must control the electrical power source supplied to each of the cameras and provide video connection points for simplified System wiring.
Item 2.3	The Computer System must have an operating input range of 10.5-16.SV DC at 90W.
Item 2.4	The Image capture rate must be a minimum of 3,000 images per hour.
Item 2.5	The system must provide for a touch screen interface and be user friendly.
Item 2.6	The two camera system must be capable of capturing license plate images in any of the following modes: a) two (2) adjacent lanes on the left side of the police vehicle and an adjacent lane on the right side of the police vehicle while driving through traffic, b) in an adjacent lane while the police vehicle is parked on the side or shoulder of a roadway, and c) an adjacent lane on either side of the police vehicle to capture the rear license plate of the vehicle as it passes the police unit or vice versa.
Item 2.7	The camera configuration should be capable of switching from one monitoring mode (stills) to another (video) via the software application by merely selecting the corresponding On-Screen Function Button (one 'keystroke' when on the main 'live' screen of the in-car applications).
Item 2.8	The System must have the capability to capture vehicle license plate images at speeds up to 240 km/h with license plate image capture and read accuracy rates (referred to as "System Efficiency") in excess of 90% average of Manitoba License plates.
Item 2.9	When configured to utilize an independent Computer System, the Computer System and the cameras should be developed, manufactured and supported by the same vendor.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
3. Software specifications:	
Item 3.1	The application software must be capable of supporting a minimum of 25 concurrent "hotlist" databases, and preferably have no practical limit to the number of hotlist databases it can support.
Item 3.2	The System Administrator should have the capability to define the police agency's database(s) and assign a color code and priority level to each database to be used when a 'match' or a 'hit' occurs, i.e., stolen vehicles, stolen license plates, outstanding warrants, registered parolees, etc.
Item 3.3	The data file transfer must be accomplished by minimum 2 types of input/output devices of the following types: including a minimum of 2 USB, wireless and Ethernet.
Item 3.4	The Graphical User Interface application software (GUI application) that resides in the police unit must have the capability to provide for a User Name and Password as assigned by the System Administrator.
Item 3.5	The application software must be responsive in comparing a captured license plate image against multiple and voluminous databases with less than a 1.5 second response to a query of a database(s) containing up to 10,000,000 records.
Item 3.6	The System must have the feature that allows "hot list" databases to be created in the field by authorized users, and the authorized users must have the capability to add license plate data to the system's database(s) while in the field. All license plate data added by the authorized user will remain a part of the selected database until the database is 'overwritten' by the System Administrator or by a new or updated database(s).
Item 3.7	The System must provide a "Rules" feature whereby the System Administrator will be able to define license plate numbers and/or characters that can be interpreted in different variations or "rules"
Item 3.8	The vendor must provide variants of the Optical Character Recognition (OCR) Engine that are tailored/designed for a specific Province or regional license plate population.
Item 3.9	As part of the vendor's system maintenance agreement with the customer, Optical Character Recognition (OCR) updates and/or revisions must be provided as determined by the vendor to address changes in the Province's license plate population during the term of the maintenance agreement.
Item 3.10	The system must provide all of the following live, simultaneous video display of data for the two (2) cameras as selected by the User: <ul style="list-style-type: none"> o The IR license plate image, o The license plate interpretation or system read, o A corresponding color overview image of the vehicle displaying the captured IR license plate, o The date and time the data was captured by the System, o Identification of the Camera capturing the image, o The GPS Coordinates for every license plate captured by the System.
Item 3.11	The System must provide for the simultaneous display of two (2) cameras as selected by the User. <i>The system should also have the capability to be configured up to 4 Cameras operating simultaneously and matching license plate data against the databases.</i>
Item 3.12	When the system identifies a "match" or a "hit" of the license plate, the following additional data must be displayed on the system's Hit Screen: <ul style="list-style-type: none"> o All narrative text, if any, from the database where the "match" occurred, o Audible alert (user customizable) using standard .wav files or similar.
Item 3.13	The Hit Screen must remain displayed until acknowledged by the User, and while displayed, the system must continue to process license plate data in the background and all captured data must be stored in the System during this interval without any User intervention.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
3. Software specifications:	
Item 3.14	In the event that a subsequent "match or hit" should occur while the original Hit Screen is displayed to the User, the System must alert the User that a second or subsequent "hit" occurred and the System is waiting for the User's intervention.
Item 3.15	The System must provide a touch screen feature to enlarge the vehicle's color overview image so that the User can examine it in order to gain additional information about the overview image or the verification of information.
Item 3.16	The System must provide touch screen navigation capability for the police application GUI.
Item 3.17	The System must provide the customer with the ability to integrate the GUI application to their existing Mobile Work Station (MWS) or Mobile Desktop Terminal (MDT) using Client-Server technology in order to minimize processor usage on their existing MWS or MDT so long as the MWS or MDT will support the Client-Server architecture.
Item 3.18	The System must provide the System Administrator with the ability to customize audible alerts to differentiate between unique events within the software application.
Item 3.19	The System must provide a visual alert for each defined event that displays in the foreground regardless of other applications in use at that time if the System's Client-Server Architecture is utilized.
Item 3.20	The System must provide the User with the capability to mark an incorrect license plate read as a "misread" when such is the case.
Item 3.21	As a minimum, the System must provide the User with the capability to record detailed enforcement action on "hits", IE. if charge initiated then charge detail or, if no charge initiated, then other detail.
Item 3.22	The System must provide the User with the capability to manually enter a license plate for the purpose of searching that license plate against the System's database(s).
Item 3.23	The System must provide the User with the capability to review all of the following: <ul style="list-style-type: none"> o "hits", o license plate images and associated data including GPS coordinates and time/date stamp, o license plate searches performed by the officer indicating the date and time the search was conducted vehicle images.
Item 3.24	The System must provide the User with the ability to query the GUI application in the police vehicle to determine if a particular license plate is currently stored in the System. If the license plate data is in the System; the User must have the ability to review each license plate capture and the associated System data displayed on the GUI application Review Screen to include: <ul style="list-style-type: none"> o The IR license plate image, o The license plate interpretation or system read, o The corresponding color overview image of the vehicle displaying the captured IR license plate, o The date and time the image was captured by the System, o Identification of the Camera capturing the image, and o The GPS coordinates for every license plate captured by the System.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
4. Administrations and Data Mining / Management Specifications:	
Item 4.1	As part of the overall System and functionality, a customized back-office software application must be provided by the vendor, so the customer can manage all the data collected by each individual police unit, manage the database functions, provide reporting data and manage the user administration functions.
Item 4.2	The back office software must be based on Microsoft SQL Server database software.
Item 4.3	The System should provide the ability to assign priorities to the various databases utilized by each police agency.
Item 4.4	The System must provide the System Administrator with the ability to import National and Provincial hotlists.
Item 4.5	The System must store "hits" separately from "reads", and be able to automatically purge "hit" and "read" archives separately and with different storage and purging parameters.
Item 4.6	The System must provide application security via a User Name and Password for each User as determined by the System Administrator.
Item 4.7	The System must provide the System Administrator with the ability to determine System user access levels based upon user responsibilities.
Item 4.8	The System must provide the capability of remote web access to stored data for analysis and reporting.
Item 4.9	The System must provide the ability to perform a full or partial license plate query against the databases.
Item 4.10	The System must provide the ability to query for license plate data based upon time, date, location and the user.
Item 4.11	The System should provide the ability to utilize a mapping function to plot or identify the locations of a particular license plate or identify all plates captured in a particular area during a particular time.
Item 4.12	The System should provide the ability to utilize a mapping function to plot or identify the location of all "hits."
Item 4.13	The System must provide multiple methods for downloading and uploading information between the vehicle and the back-office application including a minimum of 2 USB, Wireless and Ethernet.
Item 4.14	The System must provide a server network environment to facilitate the sharing of data between other police agencies as defined by the System Administrator.
Item 4.15	The hotlist functionality of the system should allow for "covert" hotlists where a 'hit' is recorded but no alert is sent to the vehicle operator. Hits on covert hotlists may be reviewed only by individuals associated that have view or administrative rights for that particular hotlist.
Item 4.16	The System must be capable of data encryption to the RCMP standard from the back-office server to the in-car systems and vice versa.
Item 4.17	The System must be capable of batch processing. The data import functionality to import vehicle data must be able to be batched and set to execute at a specific time as determined by the System Administrator.
Item 4.18	The System must not accept duplicate records into the database(s). A duplicate record is defined as having the same licence plate number, GPS coordinates, date and time stamp. The time stamp must include time in seconds. Every record in the database(s) must be unique in these four attributes.
Item 4.19	'Canned Reports' - The system must provide the following report data: - Number of recognitions filtered by: date, time, GPS location, vehicle plate, user ID, user name. - Number of hits filtered by: date, time, GPS location, vehicle plate, user ID, user name.
Item 4.20	The system is integrated with a Crystal Reports viewer and has the ability to display and execute Crystal Reports created with the latest version of Crystal Reports "
Item 4.21	The vendor must provide a sampling of all suggested or recommended system reports.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
5. General specifications:	
Item 5.1	The vendor must include a warranty and maintenance program for both hardware, software and software upgrades for one (1) year, from the date of System delivery including shipping charges. Option pricing to extend warranty and maintenance services, on a year by year basis, for up to three (3) additional – one (1) year periods.
- 5.1.1	All equipment forming part of this Offer shall include an EXPRESS PICK UP AND DELIVERY warranty services duration period, commencing after the equipment has been accepted by the RCMP, as specified by the contract warranty or the optional contract extended warranty, whichever is later.
- 5.1.2	Express pick up and delivery warranty services includes as a minimum the provision of all parts and labour, transportation costs, travel, living and any other related charges incurred to fulfill the express pick up and delivery warranty requirement for all Default System(s), System Upgrades or warranty period, regardless of the RCMP location or the location from which the warranty services are provided.
- 5.1.3	All parts supplied by the Offeror in performing any warranty services shall be new. The Offeror guarantees that parts and technical materials required for warranty services of the proposed Default System(s), System Upgrades or System Components will be made available for the duration of the warranty period.
- 5.1.4	Software items (if applicable) shall be the latest version released, unless otherwise specified, and shall be provided with the normal Manufacturer's warranty. The Offeror shall specify the duration and level of coverage of the Software Manufacturer's standard warranty.
- 5.1.5	Warranty should be provided during the Principal Period of Maintenance (the consecutive hour period per day between the hours of 08:00 to 17:00 local time, Monday through Friday, excluding statutory holidays);
- 5.1.6	The express pick up and delivery warranty response time shall not exceed twenty-four (24) hours from the time the Offeror has been notified by the RCMP, regardless of the location from which the warranty services are provided. Response time measurements do not include Saturdays, Sundays or statutory holidays. The Offeror calculates warranty response time from the time the Offeror has been notified by the RCMP to the time of arrival on site;
- 5.1.7	Upon receipt of notification from the RCMP of the requirement for warranty services, the Offeror shall arrange for pick up, which includes safe packaging, shipping and handling, at the client's site within Canada for delivery to an Offeror-authorized service/repair depot. Following the repair, the Offeror shall arrange for delivery, which includes safe packaging, shipping and handling, to the client-designated location within Canada;
- 5.1.8	The Offeror must repair and return the defective Default System(s), System Upgrades or System Components within two (2) working days after arrival at the authorized service/repair depot;
- 5.1.9	If, after arrival at the authorized service/repair depot, it is determined that the Offeror cannot repair the defective Default System(s), System Upgrades or System Components within two (2) working days, the Offeror shall provide a loaner/substitute unit, similarly equipped as the Default System(s), System Upgrades or System Components being repaired, at no charge, within twenty-four (24) hours of such determination by the Offeror's personnel (but not later than forty-eight (48) hours after initial pick-up of the equipment being serviced, excluding Saturdays, Sundays and statutory holidays). The RCMP shall keep the loaner unit(s) until the original defective unit(s) is repaired and returned in working condition to the RCMP;
- 5.1.10	Express pick up and deliver warranty and/or maintenance services shall be offered for the duration of this contract or any subsequent contract option extensions. At the RCMP discretion, maintenance and/or upgrades of the equipment and replacement of user-replaceable or user/serviceable components may be performed by RCMP technical support staff without voiding the warranty.



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
5. General specifications:	
- 5.1.11	The Offeror should inform the RCMP of any requirement to register for international warranty coverage, should the RCMP travel abroad with the equipment.
Item 5.2	The vendor must have at least one (1) Manufacturer Certified Canadian Service Centre in Winnipeg, Manitoba and surrounding areas within 50 km from RCMP D Division Headquarters building, situated at 1091 Portage Avenue, Winnipeg, Manitoba.
Item 5.3	The vendor must provide with the response document a detailed address and person of contact for the Canadian Service Centre(s).
Item 5.4	After issuance of the Contract, all hardware and software must be delivered to the customer site: a) on or before March 29, 2018 for the initial contract order, and b) up to six weeks for option orders, upon receipt of order.
Item 5.5	The successful vendor must provide on-site System training for the System Users and the System Administrator(s) as required by the customer.
Item 5.6	The successful vendor must provide System installation and/or System installation oversight based upon the customer's requirements.
Item 5.7	All System documentation must be furnished in a physical electronic format. (i.e. C.D.)
Item 5.8	<p>The successful Offeror must have (one) 1 Manufacturer Authorized and Certified ALPR installation depot in Winnipeg Manitoba and/or surrounding area within 50 km RCMP D Division Headquarters building, situated at 1091 Portage Avenue, Winnipeg, Manitoba.</p> <p>If a Manufacturer Authorized and Certified ALPR installation depot is not available, the Offeror must train a local contractor in Winnipeg to provide authorized installation and/or repair of the proposed ALPR units and systems. The RCMP can provide a list of capable contractors.</p> <p>The successful Offeror must also train the applicable RCMP units. (Units to be identified upon contract award).</p> <p>The successful Offeror must provide technical support to the local contractor and the applicable RCMP units for the entire warranty and maintenance period or until the installation of the last system, whichever is the latest.</p>



**ANNEX "A"
STATEMENT OF WORK
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)**

Table 1	Six (6) - Fixed Two (2) CAMERA MOBILE ALPR SYSTEM SPECIFICATIONS, MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"
6. Standards and Testing Requirements:	
Item 6.1	The System must sustain operations in a temperature range from negative 40 degrees Celsius to positive 55 degrees Celsius.
Item 6.2	The IR cameras must meet or exceed the International Standard IEC 60259 - IP67 for dust and water intrusion.
Item 6.3	Cameras should meet or exceed BS EN 60068 2-27 standards for mechanical shock.
Item 6.4	System should meet or exceed ANSI and/or UL94 standard for product flammability.
Item 6.5	The illuminator device(s) must meet or exceed Laser Safety Class IM, IEC 60825-1 Standard.
Item 6.6	Testing certificate must be through an independent third party laboratory.



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

1. Camera and Mounting specifications:			
		Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:			
Item 1.1	The Camera System must be comprised of self-illuminating Infrared (IR) cameras for effective license plate image capture in all light conditions: daylight (full sun or cloud), dusk, full dark, dawn, and in all weather conditions with no external lighting required.	Yes / No	
Item 1.2	The cameras must have a dual lens configuration in a single camera housing featuring both an Infrared (IR) lens for license late capture and a color overview image of the vehicle.	Yes / No	
Item 1.3	The Infrared (IR) Light Emitting Diodes (LEDs) must be "pulsed" to enhance license plate capture.	Yes / No	
Item 1.4	The System must have a "self-trigger mode" to detect the presence of vehicle license plates in the camera's Field of View (FOV).	Yes / No	
Item 1.5	The cameras must be capable of producing multiple license plate images with varying Shutter and Gain Settings to ensure a high quality image regardless of weather or lighting conditions.	Yes / No	
Item 1.6	The height of the camera must not be greater than 3.0 inches or a diameter of 4.5 inches, and must be compact enough to be permanently attached to the vehicle's emergency light bar in a low profile manner to minimize impact on the light bar system without drilling multiple holes or violating the integrity of the roof structure (other than for cable passage through the roof).	Yes / No	
Item 1.8	All camera mounting bracket systems must be fabricated specifically for the vendor's cameras and must be furnished by the vendor. Camera mounting shall be in a secure manner without losing a significant degree of functionality of the police vehicle (I.E.: regular marked police car and must not block any significant portion of the roof mounted light bar.	Yes / No	
Item 1.9	In addition to the camera mounting bracket systems that attach to the vehicle's emergency light bar, the vendor must also have available other camera-mounting bracket systems that can be installed on those police vehicles commonly referred to as "unmarked units" or those with no roof-mounted light bar, or for temporary use on a vehicle.	Yes / No	
Item 1.10	The camera must have high resolution capability (minimum of 1024 x 946 resolution).	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

2. Software specifications:			
		Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:			
Item 2.1	The Computer System must consist of a dual core processor and must be designed to be trunk mounted or similarly mounted, and must incorporate an intelligent Power Supply Unit (PSU) that provides for a safe and 'orderly' start and shut-down each time the system's power is turned on and off.	Yes / No	
Item 2.2	The Computer System must control the electrical power source supplied to each of the cameras and provide video connection points for simplified System wiring.	Yes / No	
Item 2.3	The Computer System must have an operating input range of 10.5-16.SV DC at 90W.	Yes / No	
Item 2.4	The Image capture rate must be a minimum of 3,000 images per hour.	Yes / No	
Item 2.5	The system must provide for a touch screen interface and be user friendly.	Yes / No	
Item 2.6	The two camera system must be capable of capturing license plate images in any of the following modes: a) two (2) adjacent lanes on the left side of the police vehicle and an adjacent lane on the right side of the police vehicle while driving through traffic, b) in an adjacent lane while the police vehicle is parked on the side or shoulder of a roadway, and c) an adjacent lane on either side of the police vehicle to capture the rear license plate of the vehicle as it passes the police unit or vice versa.	Yes / No	
Item 2.8	The System must have the capability to capture vehicle license plate images at speeds up to 240 km/h with license plate image capture and read accuracy rates (referred to as "System Efficiency") in excess of 90% average of Manitoba License plates.	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

3. Software specifications:			
		Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:			
Item 3.1	The application software must be capable of supporting a minimum of 25 concurrent "hotlist" databases, and preferably have no practical limit to the number of hotlist databases it can support.	Yes / No	
Item 3.3	The data file transfer must be accomplished by minimum 2 types of input/output devices of the following types: including a minimum of 2 USB, wireless and Ethernet.	Yes / No	
Item 3.4	The Graphical User Interface application software (GUI application) that resides in the police unit must have the capability to provide for a User Name and Password as assigned by the System Administrator.	Yes / No	
Item 3.5	The application software must be responsive in comparing a captured license plate image against multiple and voluminous databases with less than a 1.5 second response to a query of a database(s) containing up to 10,000,000 records.	Yes / No	
Item 3.6	The System must have the feature that allows "hot list" databases to be created in the field by authorized users, and the authorized users must have the capability to add license plate data to the system's database(s) while in the field. All license plate data added by the authorized user will remain a part of the selected database until the database is 'overwritten' by the System Administrator or by a new or updated database(s).	Yes / No	
Item 3.7	The System must provide a "Rules" feature whereby the System Administrator will be able to define license plate numbers and/or characters that can be interpreted in different variations or "rules"	Yes / No	
Item 3.8	The vendor must provide variants of the Optical Character Recognition (OCR) Engine that are tailored/designed for a specific Province or regional license plate population.	Yes / No	
Item 3.9	As part of the vendor's system maintenance agreement with the customer, Optical Character Recognition (OCR) updates and/or revisions must be provided as determined by the vendor to address changes in the Province's license plate population during the term of the maintenance agreement.	Yes / No	
Item 3.10	The system must provide all of the following live, simultaneous video display of data for the two (2) cameras as selected by the User: <ul style="list-style-type: none"> o The IR license plate image, o The license plate interpretation or system read, o A corresponding color overview image of the vehicle displaying the captured IR license plate, o The date and time the data was captured by the System, o Identification of the Camera capturing the image, o The GPS Coordinates for every license plate captured by the System. 	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

3. Software specifications:			
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:		Comply Yes / No	Provide sufficient information to support your proposal
Item 3.11	The System must provide for the simultaneous display of two (2) cameras as selected by the User.	Yes / No	
Item 3.12	When the system identifies a "match" or a "hit" of the license plate, the following additional data must be displayed on the system's Hit Screen: <ul style="list-style-type: none"> o All narrative text, if any, from the database where the "match" occurred, o Audible alert (user customizable) using standard .wav files or similar. 	Yes / No	
Item 3.13	The Hit Screen must remain displayed until acknowledged by the User, and while displayed, the system must continue to process license plate data in the background and all captured data must be stored in the System during this interval without any User intervention.	Yes / No	
Item 3.14	In the event that a subsequent "match or hit" should occur while the original Hit Screen is displayed to the User, the System must alert the User that a second or subsequent "hit" occurred and the System is waiting for the User's intervention.	Yes / No	
Item 3.15	The System must provide a touch screen feature to enlarge the vehicle's color overview image so that the User can examine it in order to gain additional information about the overview image or the verification of information.	Yes / No	
Item 3.16	The System must provide touch screen navigation capability for the police application GUI.	Yes / No	
Item 3.17	The System must provide the customer with the ability to integrate the GUI application to their existing Mobile Work Station (MWS) or Mobile Desktop Terminal (MDT) using Client-Server technology in order to minimize processor usage on their existing MWS or MDT so long as the MWS or MDT will support the Client-Server architecture.	Yes / No	
Item 3.18	The System must provide the System Administrator with the ability to customize audible alerts to differentiate between unique events within the software application.	Yes / No	
Item 3.19	The System must provide a visual alert for each defined event that displays in the foreground regardless of other applications in use at that time if the System's Client-Server Architecture is utilized.	Yes / No	
Item 3.20	The System must provide the User with the capability to mark an incorrect license plate read as a "misread" when such is the case.	Yes / No	
Item 3.21	As a minimum, the System must provide the User with the capability to record detailed enforcement action on "hits", IE. if charge initiated then charge detail or, if no charge initiated, then other detail.	Yes / No	
Item 3.22	The System must provide the User with the capability to manually enter a license plate for the purpose of searching that license plate against the System's database(s).	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

3. Software specifications:			
		Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:			
Item 3.23	The System must provide the User with the capability to review all of the following: <ul style="list-style-type: none"> o "hits", o license plate images and associated data including GPS coordinates and time/date stamp, o license plate searches performed by the officer indicating the date and time the search was conducted vehicle images. 	Yes / No	
Item 3.24	The System must provide the User with the ability to query the GUI application in the police vehicle to determine if a particular license plate is currently stored in the System. If the license plate data is in the System; the User must have the ability to review each license plate capture and the associated System data displayed on the GUI application Review Screen to include: <ul style="list-style-type: none"> o The IR license plate image, o The license plate interpretation or system read, o The corresponding color overview image of the vehicle displaying the captured IR license plate, o The date and time the image was captured by the System, o Identification of the Camera capturing the image, and o The GPS coordinates for every license plate captured by the System. 	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

4. Administrations and Data Mining / Management Specifications:			
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:		Comply Yes / No	Provide sufficient information to support your proposal
Item 4.1	As part of the overall System and functionality, a customized back-office software application must be provided by the vendor, so the customer can manage all the data collected by each individual police unit, manage the database functions, provide reporting data and manage the user administration functions.	Yes / No	
Item 4.2	The back office software must be based on Microsoft SQL Server database software.	Yes / No	
Item 4.4	The System must provide the System Administrator with the ability to import National and Provincial hotlists.	Yes / No	
Item 4.5	The System must store "hits" separately from "reads", and be able to automatically purge "hit" and "read" archives separately and with different storage and purging parameters.	Yes / No	
Item 4.6	The System must provide application security via a User Name and Password for each User as determined by the System Administrator.	Yes / No	
Item 4.7	The System must provide the System Administrator with the ability to determine System user access levels based upon user responsibilities.	Yes / No	
Item 4.8	The System must provide the capability of remote web access to stored data for analysis and reporting.	Yes / No	
Item 4.9	The System must provide the ability to perform a full or partial license plate query against the databases.	Yes / No	
Item 4.10	The System must provide the ability to query for license plate data based upon time, date, location and the user.	Yes / No	
Item 4.13	The System must provide multiple methods for downloading and uploading information between the vehicle and the back-office application including a minimum of 2 USB, Wireless and Ethernet.	Yes / No	
Item 4.14	The System must provide a server network environment to facilitate the sharing of data between other police agencies as defined by the System Administrator.	Yes / No	
Item 4.16	The System must be capable of data encryption to the RCMP standard from the back-office server to the in-car systems and vice versa.	Yes / No	
Item 4.17	The System must be capable of batch processing. The data import functionality to import vehicle data must be able to be batched and set to execute at a specific time as determined by the System Administrator.	Yes / No	
Item 4.18	The System must not accept duplicate records into the database(s). A duplicate record is defined as having the same licence plate number, GPS coordinates, date and time stamp. The time stamp must include time in seconds. Every record in the database(s) must be unique in these four attributes.	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

4. Administrations and Data Mining / Management Specifications:			
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:		Comply Yes / No	Provide sufficient information to support your proposal
Item 4.19	'Canned Reports' - The system must provide the following report data: - Number of recognitions filtered by: date, time, GPS location, vehicle plate, user ID, user name. - Number of hits filtered by: date, time, GPS location, vehicle plate, user ID, user name.	Yes / No	
Item 4.21	The vendor must provide a sampling of all suggested or recommended system reports.	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

5. General specifications:			
		Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:			
Item 5.1	The vendor must include a warranty and maintenance program for both hardware, software and software upgrades for one (1) year, from the date of System delivery including shipping charges.	Yes / No	
	Option pricing to extend warranty and maintenance services, on a year by year basis, for up to three (3) additional – one (1) year periods.	Yes / No	
- 5.1.1	All equipment forming part of this Offer shall include an EXPRESS PICK UP AND DELIVERY warranty services duration period, commencing after the equipment has been accepted by the RCMP, as specified by the contract warranty or the optional contract extended warranty, whichever is later.	Yes / No	
- 5.1.2	Express pick up and delivery warranty services includes as a minimum the provision of all parts and labour, transportation costs, travel, living and any other related charges incurred to fulfill the express pick up and delivery warranty requirement for all Default System(s), System Upgrades or warranty period, regardless of the RCMP location or the location from which the warranty services are provided.	Yes / No	
- 5.1.3	All parts supplied by the Offeror in performing any warranty services shall be new. The Offeror guarantees that parts and technical materials required for warranty services of the proposed Default System(s), System Upgrades or System Components will be made available for the duration of the warranty period.	Yes / No	
- 5.1.4	Software items (if applicable) shall be the latest version released, unless otherwise specified, and shall be provided with the normal Manufacturer's warranty. The Offeror shall specify the duration and level of coverage of the Software Manufacturer's standard warranty.	Yes / No	
- 5.1.6	The express pick up and delivery warranty response time shall not exceed twenty-four (24) hours from the time the Offeror has been notified by the RCMP, regardless of the location from which the warranty services are provided. Response time measurements do not include Saturdays, Sundays or statutory holidays. The Offeror calculates warranty response time from the time the Offeror has been notified by the RCMP to the time of arrival on site;	Yes / No	
- 5.1.7	Upon receipt of notification from the RCMP of the requirement for warranty services, the Offeror shall arrange for pick up, which includes safe packaging, shipping and handling, at the client's site within Canada for delivery to an Offeror-authorized service/repair depot. Following the repair, the Offeror shall arrange for delivery, which includes safe packaging, shipping and handling, to the client-designated location within Canada;	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

5. General specifications:			
		Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:			
5.1.8	- The Offeror must repair and return the defective Default System(s), System Upgrades or System Components within two (2) working days after arrival at the authorized service/repair depot;	Yes / No	
5.1.9	- If, after arrival at the authorized service/repair depot, it is determined that the Offeror cannot repair the defective Default System(s), System Upgrades or System Components within two (2) working days, the Offeror shall provide a loaner/substitute unit, similarly equipped as the Default System(s), System Upgrades or System Components being repaired, at no charge, within twenty-four (24) hours of such determination by the Offeror's personnel (but not later than forty-eight (48) hours after initial pick-up of the equipment being serviced, excluding Saturdays, Sundays and statutory holidays). The RCMP shall keep the loaner unit(s) until the original defective unit(s) is repaired and returned in working condition to the RCMP;	Yes / No	
5.1.10	- Express pick up and deliver warranty and/or maintenance services shall be offered for the duration of this contract or any subsequent contract option extensions. At the RCMP discretion, maintenance and/or upgrades of the equipment and replacement of user-replaceable or user/serviceable components may be performed by RCMP technical support staff without voiding the warranty.	Yes / No	
Item 5.2	The vendor must have at least one (1) Manufacturer Certified Canadian Service Centre in Winnipeg, Manitoba and surrounding areas within 50 km RCMP D Division Headquarters building, situated at 1091 Portage Avenue, Winnipeg, Manitoba.	Yes / No	
Item 5.3	The vendor must provide with the response document a detailed address and person of contact for the Canadian Service Centre(s).	Yes / No	
Item 5.4	After issuance of the Contract, all hardware and software must be delivered to the customer site: a) on or before March 29, 2018 for the initial contract order, and b) up to six weeks for option orders, upon receipt of order.	Yes / No Yes / No	
Item 5.5	The successful vendor must provide on-site System training for the System Users and the System Administrator(s) as required by the customer.	Yes / No	
Item 5.6	The successful vendor must provide System installation and/or System installation oversight based upon the customer's requirements.	Yes / No	
Item 5.7	All System documentation must be furnished in a physical electronic format. (i.e. Compact Disc)	Yes / No	



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

5. General specifications:		
	Comply Yes / No	Provide sufficient information to support your proposal
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:		
Item 5.8	<p>The successful Offeror must have (one) 1 Manufacturer Authorized and Certified ALPR installation depot in Winnipeg Manitoba and/or surrounding area within 50 km from RCMP D Division Headquarters building, situated at 1091 Portage Avenue, Winnipeg, Manitoba.</p> <p>If a Manufacturer Authorized and Certified ALPR installation depot is not available, the vendor must train a local contractor in Winnipeg to provide authorized installation and repair of the proposed ALPR units and systems. The RCMP can provide a list of capable contractors.</p> <p>The successful Offeror must also train the applicable RCMP units. (Units to be identified upon contract award).</p> <p>The successful Offeror must provide technical support to the local contractor and the applicable RCMP units for the entire warranty and maintenance period or until the installation of the last system, whichever is the latest.</p>	<p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p>



ANNEX "B"
AUTOMATED LICENSE PLATE RECOGNITION (ALPR)
MANDATORY TECHNICAL REQUIREMENTS
MANDATORY REQUIREMENTS unless otherwise stated as "Desirable"

6. Standards and Testing Requirements:			
The supply and delivery of six (6) complete Fixed two (2) Camera Mobile ALPR units and systems, as detailed below:		Comply Yes / No	Provide sufficient information to support your proposal
Item 6.1	The System must sustain operations in a temperature range from negative 40 degrees Celsius to positive 55 degrees Celsius.	Yes / No	
Item 6.2	The IR cameras must meet or exceed the International Standard IEC 60259 - IP67 for dust and water intrusion.	Yes / No	
Item 6.5	The illuminator device(s) must meet or exceed Laser Safety Class IM, IEC 60825-1 Standard.	Yes / No	
Item 6.6	Testing certificate must be through an independent third party laboratory.	Yes / No	



**ANNEX "C"
BASIS OF PAYMENT**

Bidder's Pricing – Part 1,

Note: Annex "C" must be completed in its entirety, including options, for chosen bid submission or the tender/bid will be considered non-responsive and will not be evaluated.

- Prices are firm and are in Canadian Dollars.
- Prices must include the total cost of performing the work under this contract.
- Prices do not include GST, however GST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.

(Evaluation of Price is defined in Part 4, Section 1.1, Financial Evaluation)

In order for a bid to be deemed responsive, the bidder must complete the Table below in full, providing a firm fixed price per unit. including labour, supervision, material, transportation, equipment, overhead, profit and all related costs (GST/HST excluded) in accordance with Annex A.

Table 1 - Fixed Pricing – with delivery on or before March 29, 2018.

Item #	Description	Unit Price (i)	Unit of Measure	Quantity (ii)	Extended Price (i x ii)
1A	Fixed two (2) Camera Mobile ALPR - Hardware units	\$ _____	EA.	6	\$ _____
2A	Fixed two (2) Camera Mobile ALPR - Software systems	\$ _____	EA.	6	\$ _____
3A	Fixed two (2) Camera Mobile ALPR - First (1st) year - Hardware Warranty & Software Maintenance and Software Upgrades, per unit and system.			6	Included
4A	Back office software including installation and all costs			1	Included
Sub-Total A1	Sub-Total Fixed Pricing for Evaluation = (1A + 2A + 3A + 4A) =			A1)	\$ _____

Table 1 – Optional – Fixed Pricing

Item #	Description	Unit Price (i)	Unit of Measure	Quantity (ii)	Extended Price (i x ii)
5A	Additional – Hardware Warranty, Software Maintenance and Upgrades – Year One	\$ _____	EA.	6	\$ _____
6A	Additional – Hardware Warranty, Software Maintenance and Upgrades – Year Two	\$ _____	EA.	6	\$ _____
7A	Additional – Hardware Warranty, Software Maintenance and Upgrades – Year Three	\$ _____	EA.	6	\$ _____
Sub-Total A2	Sub-Total Optional - Fixed Pricing for Evaluation = (5A + 6A + 7A) =			A2)	\$ _____
Total A3	Total Fixed Pricing & Optional - Fixed Pricing for Evaluation = (A1 + A2) =			A3)	\$ _____



**ANNEX "C"
BASIS OF PAYMENT**

Bidder's Pricing – Part 2,

Note: Annex "C" must be completed in its entirety, including option years, for chosen bid submission or the tender/bid will be considered non-responsive and will not be evaluated.

- Prices are firm.
- Firm Prices are in Canadian Dollars.
- Prices do not include GST, however GST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.

(Evaluation of Price is defined in Part 4, Section 1.1, Financial Evaluation)

In order for a bid to be deemed responsive, the bidder must complete the Table below in full, providing a firm fixed price per unit. including labour, supervision, material, transportation, equipment, overhead, profit and all related costs (GST/HST excluded) in accordance with Annex A.

Table 2 - Options – Fixed Pricing – from date of contract award to March 31, 2020

Item #	Description	Unit Price (i)	Unit of Measure	Quantity (ii)	Extended Price (i x ii)
1B	Fixed two (2) Camera Mobile ALPR - Hardware units	\$ _____	EA.	12	\$ _____
2B	Fixed two (2) Camera Mobile ALPR - Software systems	\$ _____	EA.	12	\$ _____
3B	Fixed two (2) Camera Mobile ALPR - First (1st) year - Hardware Warranty & Software Maintenance and Software Upgrades, per unit and system.			12	Included
4B	All costs to train applicable on-site RCMP Units to become authorized installers. Proposed Training Date: _____			1	\$ _____
5B	All costs to train applicable on-site RCMP System Users and the RCMP System Administrator(s) in use of software. Proposed Training Date: _____			1	\$ _____
6B	Additional – Hardware Warranty, Software Maintenance and Upgrades – Year One	\$ _____	EA.	12	\$ _____
7B	Additional – Hardware Warranty, Software Maintenance and Upgrades – Year Two	\$ _____	EA.	12	\$ _____
8B	Additional – Hardware Warranty, Software Maintenance and Upgrades – Year Three	\$ _____	EA.	12	\$ _____
Total B1	Total Options – Fixed Pricing for Evaluation = (1B + 2B + 3B + 4B + 5B + 6B + 7B + 8B) =				B1) \$ _____

Note: Options - Fixed Pricing for Evaluation is for the purchase of up to Twelve (12) additional units and systems, as per Annex A.

Table 3 - Total Fixed Bid Price of Table 1 & Table 2 for Evaluation

Total C	Total Fixed Pricing & Optional - Fixed Pricing for Evaluation + Total Options - Fixed Pricing for Evaluation = (A3 + B1) =	Total Price C) \$ _____
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**ANNEX “D”
CERTIFICATIONS PRECEDENT TO CONTRACT AWARD**

The certifications and additional information listed below should be submitted with the quote 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 vendor 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 quote to be non-responsive.

1. Integrity Provisions - Required Documentation

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

- Declaration of Convicted Offences (as applicable¹) Applicable Not Applicable
If applicable, please complete and submit the [Integrity Declaration Form](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>).
- Documentation Required (see below)

By submitting a bid/offer/proposal, the Bidder/Offeror/Supplier certifies that:

- It has read and understands the Ineligibility and Suspension Policy;
- It understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
- It is aware that Canada may request additional information, certifications, and validations from the supplier or a third party for purposes of making a determination of ineligibility or suspension;
- It has provided with its bid/offer/proposal a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first-tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
- None of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first-tier subcontractors; and
- It is not aware of a determination of ineligibility or suspension issued by Public Services and Procurement Canada (PSPC) that applies to it.

Documentation Required:

- 1. Legal Business Name: _____
Alternate Name: _____
(Name that your company is operating under if different from Legal Business Name.)
- Address: _____
- City/Province: _____
- Postal Code: _____
- Telephone Number: _____
- Fax Number: _____
- E-mail Address: _____

GST or Business or SIN # _____

The entire BN or GST has 15 characters. (Ex: 123456789 RT0001)

Please note: If you do not have a GST or Business number, please provide your Social Insurance Number.

ANNEX “D”

¹ An Integrity Declaration Form must be submitted **only** when:

- A. the supplier, one of its affiliates or a proposed first-tier subcontractor has been charged with or convicted of a criminal offence in a country other than Canada that, to the best of the supplier’s knowledge and belief, may be similar to one of the listed offences in the *Ineligibility and Suspension Policy* (the “Policy”); and/or
- B. the supplier is unable to provide any of the certifications required by the [Integrity Clauses](#).



CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

The certifications and additional information listed below should be submitted with the quote 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 vendor 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 quote to be non-responsive.

1. Integrity Provisions - Required Documentation

2. Business Entity:
(select one)

Individual (person)	
Corporate (company i.e. incorporated, limited, etc.)	
Joint Venture (2 or more parties in a business arrangement)	
Other (i.e. society, commission or partnership) - Please identify _____	

3. List of Names (members of the board of directors, private owners, or sole proprietors, as outlined in section 17 of the *Ineligibility and Suspension Policy*: <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html#no17>):
Please insert names below (add/remove lines as required).

Complete Name	Please indicate if they are a Board of Director or Owner:

The Bidder certifies that the information submitted in response to the above requirement is accurate and complete.

Name and Title	Signature	Date



ANNEX "D"

CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

2. 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.

a) 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.



ANNEX "D"

CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

b) 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.



ANNEX "E"

SECURITY REQUIREMENTS CHECK LIST

The attached document is for information purposes only