



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Réception des soumissions - TPSGC / Bid Receiving
- PWGSC
1550, Avenue d'Estimauville
1550, D'Estimauville Avenue
Québec
Québec
G1J 0C7

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

TPSGC/PWGSC
601-1550, Avenue d'Estimauville
Québec
Québec
G1J 0C7

Title - Sujet AT Aérosols - Lidar	
Solicitation No. - N° de l'invitation W7701-186586/A	Date 2018-02-20
Client Reference No. - N° de référence du client W7701-186586	
GETS Reference No. - N° de référence de SEAG PW-\$QCL-040-17353	
File No. - N° de dossier QCL-7-40127 (040)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-29	Time Zone Fuseau horaire Heure Normale du l'Est HNE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Quessy, Guillaume	Buyer Id - Id de l'acheteur qcl040
Telephone No. - N° de téléphone (418) 649-2765 ()	FAX No. - N° de FAX (418) 648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: RDDC-R et D Défense Canada-Valcartier DRDC-Defence R & D Canada-Valcartier Bâtisse 53 2459, route de la Bravoure QUEBEC Québec G3J1X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

IMPORTANT NOTICE TO BIDDERS

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

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QCL-7-40127

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

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Title: AEROSOL LIDAR

PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation document is divided into six parts plus attachments and annexes as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Contractor Disclosure of Foreground Information, the Non-Disclosure Agreement, the security requirements check list and the DND 626 Task Authorization.

2. Summary

2.1 Objective

Provide to Defence Research and Development Canada (DRDC) Valcartier services of measure and modelisation of laser beam propagation through the atmosphere.

Aerosols play a key role in the performance of most electro-optical systems. The backscatter light from aerosols and solid targets contains information on the type of aerosol or solid target. Studying the backscattered intensity coupled to the polarization/depolarization measurement of the backscattered light and fluorescence can be used to distinguish between aerosols and solids to a certain degree.

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

- Task 1 – Study the dispersion of manmade clouds and improve their detection and identification.

- Task 2 – Study and test 3D lidar and active imaging technologies
- Task 3 - Study and improve techniques for the standoff determination of aerosol size and concentration
- Task 4 - Study the polarization/depolarization and fluorescence of aerosols and solid targets
- Task 5 - Study the propagation of laser beams in the atmosphere and under water based on the physical parameters of the water or atmosphere to determine the probability of detecting and identifying targets
- Task 6 - Apply different lidar inversion techniques to a wide range of data
- Task 7: Conduct trials with DRDC Valcartier lidars and analyze the data
- Task 8: Participate in meetings and conferences

2.2 Additional information

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

The period of service begins at the award of the contract and ends 5 years later at the end of the month.

The Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA).

The estimated funding available for this contract is \$ 750,000.00, applicable taxes not included.

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

A contract with Task Authorizations (TAs) is a method of supply for services under which all of the work or a portion of the work will be performed on an "as and when requested basis". Under contracts with TAs, the work to be carried out can be defined but the exact nature and timeframes of the required services, activities and deliverables will only be known as and when the service(s) will be required during the period of the contract. A TA is a structured administrative tool enabling the Crown to authorize work by a contractor on an "as and when requested" basis in accordance with the conditions of the contract. TAs are not individual contracts.

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

Canada has determined that any intellectual property arising from the performance of work under the resulting contract will belong to Canada. The main purpose of the Contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination.

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

There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. Bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents website."

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

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

3. Debriefings

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

4. Communications

As a courtesy and in order to coordinate any public announcements pertaining to this contract, the Government of Canada requests that successful Bidders notify the Contracting Authority 5 days in advance of their intention to make public an announcement related to the recommendation of a contract award, or any information related to the contract. The Government of Canada retains the right to make primary contract announcements.

5. Conflict of Interest

The Work described herein and the deliverable items under any resulting Contract specifically exclude the development of any statement of work, evaluation criteria or any document related to a bid solicitation. The Contractor, its subcontractor(s) or any of their agent(s) directly or indirectly involved in the performance of the Work and/or in the production of the deliverables under any resulting Contract will not be precluded from bidding on any potential future bid solicitation related to the production or exploitation of any concept or prototype developed or delivered under any resulting Contract.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: sixty (60) days
Insert: hundred and twenty (120) days

1.1 SACC Manual Clauses

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

2. Submission of Bids

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

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

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

3. Former Public Servant

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

Definitions

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

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

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

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

Former Public Servant in Receipt of a Pension

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

Yes ()
No ()

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

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

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

Work Force Adjustment Directive

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

Yes ()
No ()

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;

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

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

4. Communications - Solicitation Period

All enquiries must be submitted to the Contracting Authority, preferably by email at guillaume.quessey@pwgsc-tpsgc.gc.ca, no later than **five (5) calendar days** before the bid closing date. Enquiries received after that time may not be answered.

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

5. Applicable Laws

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

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

6. Improvement of Requirement During Solicitation Period

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

7. Basis for Canada's Ownership of Intellectual Property

Defence Research and Development Canada (DRDC) - Valcartier has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada on the following grounds:

- the main purpose of the Contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination;

8. Maximum Funding

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The maximum funding available for the contract resulting from the bid solicitation is **\$750,000.00** (Applicable Taxes extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

- Section I : Technical Bid (5 hard copies and 2 electronic copy on CD or DVD)
- Section II : Financial Bid (1 hard copy)
- Section III : Certifications (1 hard copy)
- Section IV : Additional Information (1 hard copy)

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

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

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

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

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

Section I : Technical Bid

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

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

The technical bid must include all information required to demonstrate compliance with the Rated Technical Criteria described in Section 1.1.2 and 1.1.3, Part 4 of this document.

Section II : Financial Bid

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

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

- a. Pricing: Bidders must submit a firm all-inclusive hourly rate for each resource proposed, for each year of the contract period. If a different rate is proposed for the same category of resource, the difference between the lowest hourly rate and the highest hourly rate for the same category and for the same period must be equal to or less than 30%. **If the difference is more than 30%, the bid will be declared non-responsive.**
- b. **Variation in Professional Services Resource Rates:** the rate bid for a Category of resource or for a resource must not increase by more than 3% from one time period to the next. If the increase is more than 3%, the bid will be declared **non-responsive**.
- c. The information must be provided in accordance with the Financial Bid Presentation Sheet at Attachment 1.
- d. No travel and living expenses will be paid for services provided within the Quebec Region (including DRDC Valcartier facilities). Further, Canada will not accept any travel and living expenses for travel between the contractor's place of business and the Quebec region (including DRDC Valcartier facilities). All these cost must be included in the firm all-inclusive hourly rates.
- e. Prices must be in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

Section III : Certifications

Bidders must submit the certifications required under Part 5.

Section IV : Additional Information

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

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

Canada requests that suppliers provide the following information:

Administrative Representative :

Name :

Telephone :

Fax :

Email :

Technical Representative:

Name :

Telephone :

Fax :

Email :

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

2. Technical Evaluation

2.1 Bidder Experience

Except where expressly provided otherwise, the experience described in the bid must be the experience of one or more of the following:

- 1. The Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract); or
- 2. The Bidder's affiliates (i.e. parent, subsidiary or sister corporations, maximum of 1), provided the Bidder identifies and demonstrates the transfer of know-how, the use of toolsets and the use of key personnel from the affiliate for the applicable criterion; or
- 3. The Bidder's subcontractors (maximum of 2), provided the Bidder includes a copy of the teaming agreements and identifies the roles and responsibilities of all parties under the agreement and how their work will be integrated.

The experience of the Bidder's suppliers will not be considered.

2.2 Point Rated Technical Criteria

Refer to Attachment 1, Mandatory and Point rated technical criteria.

2.3 Mandatory Technical Criteria

Refer to Attachment 1, Mandatory and Point rated technical criteria.

3. Financial Evaluation

3.1 Mandatory Financial Criteria

Bidder must submit their financial proposal in accordance with article 1.2 of "Section II: Financial Bid" of Part 3 - Instructions for the Preparation of Bids.

3.2 Evaluation of Price

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

For evaluation purposes only, the price of the bid will be determined as detailed in Attachment 2, Evaluation of Price.

4. Basis of Selection

4.1 Basis of Selection - Lowest Evaluated Price Per Point

To be declared responsive, a bid must:

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

Bids not meeting (a) or (b) or (c) or (d) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a contract. The evaluated price per point will be determined by dividing the evaluated price of the bid by the number of points obtained for the point rated technical evaluation criteria.

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

The table below illustrates an example where all three bids were deemed responsive and the selection of the contractor is determined by the lowest evaluated price per point.

	Évaluated price	Points (total)	Calculation	\$/points	Rank
A	785 860,01 \$	256	\$785,860,00 / 256 pts	3,069.77\$ / point	2nd
B	726 440,39 \$	278	\$726,440,39 / 278 pts	2,613.09\$ / point	1st
C	737 699,61 \$	133	\$737,699,61 / 133 pts	5,546.61\$ / point	3rd

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

1. Certifications Required with the Bid

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

1.1 Integrity Provisions - Declaration of Convicted Offences

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

2. Certifications Precedent to Contract Award and Additional Information

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

2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

2.3 Canadian Content Certification

This procurement is limited to Canadian goods.

The Bidder certifies that:

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

2.3.1 SACC Manual clause [A3050T](#) (2014-11-27) Canadian Content Definitio

3. Additional Certifications Precedent to Contract Award

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

3.1 Status and Availability of Resources

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

3.2 Education and Experience

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

3.3 Language skills

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

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

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

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;

Before the award of a Contract, the bidder must meet the following minimum security requirements:

- Category « Project Manager » : at least one of the proposed resources has a current "Reliability" security screening level delivered or approved by the Canadian Industrial Security Directorate (CISD) of PWGSC;
 - Category « Specialist - Atmospheric Aerosol Dispersion » : at least one of the proposed resources have a current "Reliability" security screening level delivered or approved by the CISD of PWGSC;
 - Category « Specialist - Lidar Design/Modification and Data Acquisition » : at least one of the proposed resources has a current "Reliability" security screening level delivered or approved by the Canadian Industrial Security Directorate (CISD) of PWGSC;
 - Category « Specialist – Lidar Data Inversion » : at least one of the proposed resources have a current "Reliability" security screening level delivered or approved by the CISD of PWGSC;
 - Category « Specialist – Lidar Data Analysis Inversion » : at least one of the proposed resources have a current "Reliability" security screening level delivered or approved by the CISD of PWGSC;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

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.

1.3 For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents website.

PART 7 - RESULTING CONTRACT CLAUSES

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

1. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled _____, dated _____, as and when requested by Canada during the period of the Contract.

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

1.1 Task Authorization

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

1.1.1 Task Authorization Process

1.1.1.1 Description of Task Authorization (TA) tasks

Canada will provide the Contractor with a description of tasks.

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

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

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

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

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

1.1.1.2 Contractor's TA proposal

Within **ten (10) business days** of receipt of the description of TA tasks, the Contractor must provide Canada with the proposed total estimated cost for performing the tasks and a breakdown of that cost, established in accordance with Appendix B – Basis of Payment of the resulting Contract. The Contractor must submit a quote, identifying its proposed resources and detailing the cost and time to complete the task(s).

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

For each proposed resource, the Contractor's TA proposal must include the following, unless the proposed resource(s) was/were proposed and evaluated prior to contract award:

- A résumé for each of the proposed resources. The Contractor's proposal must demonstrate that each proposed resource meets the requirements set out in Annex A – Statement of Work of the resource category for which it is proposed (including any educational requirements, work experience and professional designation or membership requirements. With respect to resumé and resources:
 - (a) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the work.
 - (b) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programs that were successfully completed by the resource by the date the Contractor submits its TA quote.
 - (c) For work experience, Canada will not consider experience gained as part of an educational program, except for experience gained through a formal co-operative program at a post-secondary institution (where applicable).
 - (d) For any requirements that specify a particular time period (e.g. two years) of work experience, Canada will disregard any information about experience if the individual's résumé does not include the relevant dates for the experience claimed (i.e., the start date and end date indicated in months).
 - (e) The résumé must not simply indicate the title of the individual's position, but must also demonstrate that the resource has the required work experience by explaining responsibilities and work performed by the individual while in that position. Simply listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications/experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.

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

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

1.1.1.3 Approval of the Task Authorization

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

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

1.1.2 Task Authorization Limit

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

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

1.1.3 Task Authorization - Department of National Defence

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

1.1.4 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

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

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

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

1.2 Disclosure Certification

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

2. Standard Clauses and Conditions

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

2.1 General Conditions

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

1. The general conditions 2040 are amended by deleting the sections entitled "Records and Disclosure of Foreground Information", "Ownership of Intellectual Property Rights in Foreground Information", "Licenses to Intellectual Property Rights in Foreground and Background Information", "Contractor's Rights to Grant Licenses", "Waiver of Moral Rights", "License to Intellectual Property Rights in Canada's Information", "Transfer or License of Contractor's Rights", "Transfer of Intellectual Property Rights upon Termination of the Contract for Default", and "Products Created Using the Foreground Information" in their entirety. This section applies in lieu of those sections.

K3410C (2015-02-25), Canada to Own Intellectual Property Rights in Foreground Information

2.2 SACC Manual Clauses

K3305C (2008-05-12), License to Intellectual Property Rights in Foreground Information

3. Security Requirements

- 3.1 The following security requirement (SRCL and related clauses) applies and form part of the Contract.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE NO W7701-186556

- 1- The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid **Designated Organization Screening** (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- 2- The Contractor/Offeror personnel requiring access to sensitive work site(s) must **EACH** hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
- 3- Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
- 4- The Contractor/Offeror must comply with the provisions of the:
 - a. Security Requirements Check List and security guide (if applicable), attached at annex D;
 - b. Industrial Security Manual (Latest Edition).

3.2 Visit Clearance Requests for Employees

As soon as the contract is awarded, the supplier will be required to obtain, without delay, visit clearance from ISS for each of its employees assigned to the contract.

Suppliers must submit a request for visit to ISS using the Request for visit form available at: <https://www.tpsgc-pwgsc.gc.ca/esc-src/formulaires-forms/visite-visits-eng.html>.

A minimum lead time of 25 working days is required to obtain a visit clearance from ISS.

Without visit clearance, the supplier's employees will not have access to DRDC-Valcartier facilities, leaving the supplier liable for delays in delivery.

Suppliers can consult the ISS Web site on visit clearances at: <http://iss-ssi.pwpsc-tpsgc.gc.ca/msi-ism/index-eng.html> , chapter 6.

4. Period of the Contract

The period of service begins at the award of the contract and ends 5 years later at the end of the month.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name : Guillaume Quessy
Title : Procurement Specialist
Organisation : Travaux publics et Services gouvernementaux Canada
Address : 601-1550 Av. D'Estimauville
Québec (Québec) G1J 0C7
Telephone : 418-649-2765
Télécopieur : 418-648-2209
Courriel : guillaume.quessy@tpsgc-pwpsc.gc.ca

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

5.2 Technical Authority (to be completed after contract award)

The Technical Authority for the Contract is:

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

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

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

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

The DND Procurement Authority for the Contract is:

Name: _____
Title: _____

Solicitation No. - N° de l'invitation
W7701-186586/A
Client Ref. No. - N° de réf. du client
W7701-186586

Amd. No. - N° de la modif.
File No. - N° du dossier
QCL-7-40127

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

Organization: _____
Address: _____

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

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

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

Administrative representative :

Name :
Telephone :
Facsimile :
Email :

Technical representative :

Name :
Telephone :
Facsimile :
Email :

6. Proactive Disclosure of Contracts with Former Public Servants

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.

7. Payment

7.1 Basis of Payment

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

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid a firm price in accordance with the basis of payment, in Annex B, as specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

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

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

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

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

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

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

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

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

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

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's liability to the Contractor under the authorized TA being exceeded before obtaining the written approval of the Contracting Authority.

(iv) Travel and Living Expenses:

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

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

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

Canada will not accept travel and living expenses incurred by the Contractor because he has to relocate staff to meet the terms of the contract.

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

7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$750,000.00**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the contract expiry date, or
 - (c) as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.3 Method of Payment

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

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

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

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

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

7.3.2.2 Milestone Payments (For a Firm Price TA)

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

- (a) an accurate and complete claim for milestone payment using [PWGSC-TPSGC 1111](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

- (b) all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
- (c) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

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

- (a) Canada will make progress payments in accordance with the payment provisions of the Task Authorization and the Contract, no more than once a month, for costs incurred in the performance of the Work up to 90 percent of the amount claimed and approved by Canada if:
 - (i) an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) the amount claimed is in accordance with the Basis of Payment and the Task Authorization;
 - (iii) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Task Authorization.
 - (iv) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.
- (b) The balance of the amount payable will be paid in accordance with the payment provisions of the Task Authorization and the Contract upon completion and delivery of all work required under the Task Authorization if the Work has been accepted by Canada and a final claim for the payment is submitted.
- (c) Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the right to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

7.4 Liquidated Damages

1. If the Contractor fails to perform the services within the time specified in the Task Authorization, the Contractor agrees to pay to Canada liquidated damages in the amount of 1% of the total value of the Task Authorization for each calendar day of delay. The total amount of the liquidated damages must not exceed 10 percent of the contract price (total value of the Task Authorization).
2. Canada and the Contractor agree that the amount stated above is their best pre-estimate of the loss to Canada in the event of such a failure, and that it is not intended to be, nor is it to be interpreted as, a penalty.
3. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any liquidated damages owing and unpaid under this section.
4. Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

7.5 Discretionary Audit

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

7.6 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0305C (2014-06-26), Cost Submission

8. Invoicing Instructions

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

Each claim must show:

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

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

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

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

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

9. Certifications

9.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the entire contract period. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

9.2 SACC Manual Clauses

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

10. Applicable Laws

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

11. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the General Conditions 2040 (2016-04-04); General Conditions - Research and Development as amended to the present Articles of the Convention;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Contractor Disclosure of Foreground Information;
- (f) Annex D, Liste de vérification des exigences relatives à la sécurité;
- (g) Annex E, Form PWGSC-TPSGC 572 Task Authorization;
- (h) the signed Task Authorizations (including all of its annexes, if any);
- (i) the Contractor's bid dated _____, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award.*), as clarified on _____ " **or** ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s).*

12. Defence Contract

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

13. Foreign Nationals (Canadian Contractor)

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

14. Insurance

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

15. Progress Reports

1. The Contractor must submit monthly reports, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.

2. The progress report must contain three parts:

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

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

Each negative response must be supported with an explanation.

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

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

16. Canadian Forces Site Regulations

The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

17. Identification Badge

SACC Manual clause [A9065C](#) (2006-06-16), Identification Badge

ANNEX A - STATEMENT OF WORK

1. TITLE

AEROSOL LIDAR

2. BACKGROUND

Aerosols play a key role in the performance of most electro-optical systems. In that context, the DRDC Valcartier Research Centre has developed strong expertise in measuring and modelling laser beam propagation through the atmosphere.

1. Manmade clouds of interest include bioaerosol clouds, clouds created with powder, mechanical and explosive devices, and vehicle-generated clouds. Cloud structure is highly dependent on meteorological conditions, aerosol type and dissemination type. A scanning lidar is used to retrieve a wide range of information on the probed cloud, such as: size, average and maximum concentration, position over time, Optical depth (OD), and aerosol type.
2. Active imaging and 3D lidar technologies continue to advance rapidly. The merger of these two technologies is conceivable.
3. There has been significant progress with the use of multiple field-of-view (MFOV) lidar to obtain standoff determination of aerosol size. The principle is based on the fact that multiple scattered light contains information on the size of the scatterers. An MFOV lidar is used to measure with precision the angular dependence of the multiple scattered light. Analysis of the angular dependence of the scattered light provides the effective size of the aerosol. We wish to broaden the domain of application of the concepts developed and improve/adapt the particle size recovering algorithms.
4. The backscatter light from aerosols and solid targets contains information on the type of aerosol or solid target. Studying the backscattered intensity coupled to the polarization/depolarization measurement of the backscattered light and fluorescence can be used to distinguish between aerosols and solids to a certain degree.
5. The main purpose of the study of propagation of laser beams in the atmosphere and under water based on the physical parameters of the atmosphere or water is to determine, for a given lidar-target geometry, the maximum OD at which a target can be detected. A laser beam propagating in the atmosphere is scattered by the presence of aerosols. The angular distribution of the intensity of scattered light is a function of the aerosol concentration and particle size. The concentration and size of the aerosols are a complex function of meteorological conditions such as temperature, relative humidity and wind speed.
6. The lidars at DRDC Valcartier Research Centre are used for many different applications. From one application to another, the aerosol concentration can range from $\mu\text{g}/\text{m}^3$ to g/m^3 ; moreover, for some experiments, solid targets are present and can be used. Thus, different lidar inversion techniques can be applied to the data, depending on the case. For high O.D, multiple scattering

effects must be estimated.

7. The DRDC lidars most likely to be used are: the laser cloud mapper (LCM) lidar and the harsh environment fibres (HEF) lidar.

The LCM is a fast-scanning lidar system that operates at wavelengths of 355 nm, 532 nm, 1064 nm and 1570 nm. In support of other teams or agencies, we are called upon to use the LCM to execute field measurements. The work aims to support of data acquisition and analysis. The detection configuration can also be adapted to support a G-ICCD camera; with this configuration, the system can perform an MFOV/multiple scattering study.

The HEF Lidar can be operated under water and engulfed in dense aerosols. It has polarimetric, multiple scattering and spectral measurement capabilities.

2.1 Objectives

The objectives of the work are to:

- Study the dispersion of manmade clouds and improve their detection;
- Study and test 3D lidar and active imaging technologies in degraded visual conditions to determine and improve spatial and temporal resolution;
- Study and improve techniques for the standoff determination of aerosol size and concentration;
- Study the physical properties (reflectivity, polarization/depolarization and fluorescence) of aerosols and solid targets and develop algorithms for identifying them;
- Study the propagation of laser beams in the atmosphere and under water based on the physical parameters of the water or atmosphere to determine the probability of detecting and identifying targets;
- Apply different lidar inversion techniques to a wide range of data;
- Conduct trials with DRDC Valcartier Research Centre lidars and analyze the results;
- Present the work involved in and findings of the above seven objectives at meetings and conferences.

3. ACRONYMS

DRDC: Defence Research and Development Canada
G-ICCD: gated-intensified charge coupled device
GPS: global positioning system
HEF: harsh environment fibres
IMU: inertial measurement unit
LCM: laser cloud mapper
Lidar: light detection and ranging
MFOV: multiple field-of-views
NATO: North Atlantic Treaty Organization
RDD: radioactive dispersing device
TA: task authorization
TTCP: The Technical Cooperation Program

4. APPLICABLE DOCUMENTS AND REFERENCES

Nil.

5. TASKS

Each task authorization will require the completion of one or more tasks and sub-tasks listed below; these will be specified in the task authorization. One task can be activated simultaneously for two or more separate projects, depending on their specifications.

Task 1: Study the dispersion of manmade clouds and improve their detection and identification

The Contractor must:

- 1.1 Use a scanning lidar to acquire lidar signals.
- 1.2 Perform lidar inversion of data and calculate cloud parameters (size, concentration, etc.).
- 1.3 Study cloud structure and develop algorithms to break them down into as many different clouds as there are.
- 1.4 Develop an algorithm to categorize the clouds detected (continuous dissemination of a fixed or moving point; moving cloud).
- 1.5 Modify scanning pattern to optimize cloud detection.
- 1.6 Develop an algorithm to predict future cloud position and, thus, an assessment of the trajectory.
- 1.7 Develop an algorithm to evaluate the most probable source point of the dispersion based on cloud detection history.

Task 2: Study and test 3D lidar and active imaging technologies

The Contractor must:

- 2.1 Take measurements using 3D lidar and active imaging systems in the field or in a controlled environment (using the aerosol chamber at DRDC, for example) and analyze the results.
- 2.2 Design mathematical and computer models to emulate the operation of lidars/imagers.

- 2.3 Integrate the lidars/imagers with virtual or real navigation platforms (GPS/IMU).
- 2.4 Study/develop/implement techniques for merging point clouds in order to form objects and identify their nature.

Task 3: Study and improve techniques for the standoff determination of aerosol size and concentration

The Contractor must:

- 3.1 Measure the angular dependence of the encircled energy within a FOV based on the concentration and size of aerosol particles for different measurement geometries.
- 3.2 Modify/improve MFOV lidar measurement techniques.
- 3.3 Modify/improve MFOV lidar inversion algorithms.

Task 4: Study the polarization/depolarization and fluorescence of aerosols and solid targets

The Contractor must:

- 4.1 Use lidar to measure the states of polarization for backscattered light and fluorescence.
- 4.2 Develop a calibration method for exact determination of the spectral fluorescence and various states of polarization.
- 4.3 Analyze the fluorescent and/or polarized lidar signals and develop algorithms for discriminating between aerosols and targets.
- 4.4 Compare the results to existing models and develop new models as necessary.

Task 5: Study the propagation of laser beams in the atmosphere and under water based on the physical parameters of the water or atmosphere to determine the probability of detecting and identifying targets

The Contractor must:

- 5.1 Create/modify models to predict the intensity of scattered light from a laser beam. These models will take into account the physical parameters of the atmosphere or water and the various observation geometries.
- 5.2 Using a lidar, measure the intensity of scattered energy from aerosols/hydrosols and targets.
- 5.3 Analyze the measurements and compare them with the models.
- 5.4 Analyze and compare image quality for active imaging systems and scanning lidar.

Task 6: Apply different lidar inversion techniques to a wide range of data

The Contractor must:

- 6.1 Make use of solid targets to define boundary values.
- 6.2 Estimate multiple scattering effects.

Task 7: Conduct trials with DRDC Valcartier lidars and analyze the data

The Contractor must:

- 7.1 Perform a complete verification of the operation of the instrument before the trials.
- 7.2 Adapt lidar configuration to the desired measurement type (wavelength, polarization, imaging).
As necessary, suggest and implement changes to lidar systems and control software or to the digitization equipment.
- 7.3 Deploy the instrument on the trial site.
- 7.4 Perform and validate the measurements.
- 7.5 Perform inversion of the lidar data to obtain physical parameters of clouds.
- 7.6 Create/modify software to analyze the data.

Task 8: Participate in meetings and conferences

The Contractor must:

- 8.1 Participate in meetings and conferences in Canada and abroad concerning the work carried out. These may be NATO, TTCP or bilateral meetings. Write papers and prepare technical presentations to be approved by the Technical Authority (TA). Depending on the nature of the meetings and conferences, travel expenses will be borne by DRDC or by the Contractor; the source of funding will be specified when the TA is issued.

6. DELIVERABLES

6.1 For tasks 1 to 7, deliverables may include the following:

- Electronic report describing the instruments used, the experimental set-up, the data analysis procedures and the results.
- The software code developed and the experimental data.
- Documented theories/algorithms used for data analysis.
- A final report in English in Microsoft Word format describing in detail all work carried out during the task.

6.2 For task 8, deliverables may include the following:

- Electronic minutes in English of the meeting/conferences.

7. DELIVERY DATE

Delivery dates for the deliverables will be specified in each task authorization.

The period of the Contract is from date of award to March 31, 2023, inclusively.

8. LANGUAGE OF WORK

English and French.

9. LOCATION OF WORK

All trial preparation and data analysis will be performed at the Contractor facility. Some experimental work will be performed at DRDC Valcartier Research Centre (tasks 1.1, 2.1, 3.1 and 3.2 and task 7). The exact location of the work will be specified for each task authorization.

The work to be performed at DRDC will be carried out at the following address:

Defence Research and Development Canada - Valcartier Research Centre
2459 De La Bravoure Road
Quebec City, Quebec
G3J 1X5
Canada

10. TRAVEL

There will be no travel time or expenses and no living expenses payable for services rendered in the Quebec City region.

Trials may occasionally be conducted outside the DRDC Valcartier Research Centre and outside the Contractor's premises. In this case, the Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php>) and with the other provisions of the directive referring to "travellers" rather than those referring to "employees."

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

11. MEETINGS

Meetings will be conducted as required.

When a task authorization is issued, an initial meeting will take place. A second meeting will be organized once the task has been completed. The type of meeting (in person or by phone) and its location will be specified in the task authorization.

12. GOVERNMENT SUPPLIED MATERIAL (GSM)

None

13. GOVERNMENT FURNISHED EQUIPMENT (GFE)

All the instrumentation required for the measurements.

A computer for data analysis.

14. RESOURCE CATEGORIES

Resource Categories	Estimated percentage of use during the contract period
Project Manager	5%
Specialist - Atmospheric Aerosol Dispersion	20%
Specialist - Lidar Design/Modification and Data Acquisition	25%
Specialist – Lidar Data Inversion	20%
Specialist – Lidar Data Analysis	30%

ANNEX B - BASIS OF PAYMENT

1- LABOUR :

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

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

If the resource is subcontracted, the bidder should indicate the name of the subcontractor.

NAMES OF RESSOURCES & CATEGORIES	1st year of contract	2nd year of contract	3rd year of contract	4th year of contract	5th year of contract
a) Project Manager (min. 1 ressource) Name :	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr
b) Specialist - Atmospheric Aerosol Dispersion (min. 1 ressource) Name :	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr
c) Specialist - Lidar Design/Modification and Data Acquisition (min. 1 ressource) Name :	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr
d) Specialist – Lidar Data Inversion (min. 1 ressource) Name :	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr
e) Specialist – Lidar Data Analysis (min. 1 ressource) Name :	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr	_____ \$/hr

Note for the Work carried out in the field as part of trials only:

After a work period of 7.5 consecutive hours, the contractor can claim an hourly rate equals to one and half times the hourly rate specified in the above table for the work period exceeding the 7.5 hours. The technical authority must approve the work period exceeding the period of 7.5 consecutive hours before this hourly rate can be claimed.

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

3- RENTALS: at actual cost** without markup.

Solicitation No. - N° de l'invitation
W7701-186586/A
Client Ref. No. - N° de réf. du client
W7701-186586

Amd. No. - N° de la modif.
File No. - N° du dossier
QCL-7-40127

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

4- MATERIALS AND SUPPLIES: at laid down cost without markup.

5- TRAVEL & LIVING: in conformance with section 7.1(iv) of this contract.

6- SUBCONTRACTS: at actual cost without markup

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

LIMITATION OF EXPENDITURE : \$750,000.00
(Applicables Taxes extra)

ANNEX C - CONTRACTOR DISCLOSURE OF FOREGROUND INFORMATION

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

The Contractor must provide the following information:

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

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

Signature Date

Name Title

(Internal DRDC Valcartier)

Signature Date

Name Title (Technical authority)

ANNEX D - NON-DISCLOSURE AGREEMENT

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

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

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

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

Signature

Date

Solicitation No. - N° de l'invitation
W7701-186586/A
Client Ref. No. - N° de réf. du client
W7701-186586

Amd. No. - N° de la modif.
File No. - N° du dossier
QCL-7-40127

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

ANNEX E - DND 626 TASK AUTHORIZATION FORM

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

ATTACHMENT 1 - MANDATORY AND POINT RATED TECHNICAL CRITERIA

Instruction

In order to allow the evaluation team to properly evaluate each technical evaluation criteria (mandatory and rated), the Bidder must clearly indicate the name of the proposed resources for each labour category required. Each resource will be evaluated with respect to the criteria related to the resource category for which he or she is proposed.

More than one resource can be proposed for a category of resource. Bidder can propose a sub-contractor.

Bidders must clearly indicate the experience of the resources in terms of months of experience in relevant activity sectors to the different technical evaluation criteria. Moreover, it should be possible to verify the provided information within the curriculum vitae. For each of the relevant experience to technical evaluation criteria, the Bidder should describe the projects/studies realized by the proposed resource. The description should provide sufficiently detailed information to permit a full assessment of the criteria. If it is impossible to demonstrate the experience of the proposed resources or of the Bidder, the bid will be considered non-compliant (if it is a mandatory technical criterion), or no point will be awarded for insufficiently demonstrated experience (if it is a technical rated criterion).

Below are examples of the information that should be provided for each presented project/study:

- a) a description of the project or of the study (including title, objectives and scope);
- b) the period of the project or of the study and the exact duration of the involvement of the resource in the project (month and year of start / month and year of end);
- c) the description of the role and responsibilities of the proposed resource in the project/study;
- d) a full description of the work for the resource and the results obtained;
- e) software solutions involved in the project/study (if applicable), programming language (if applicable).

Please note that the same type of information should be provided to describe the experience of the Bidder.

A. Mandatory Technical Criteria

At bid closing time, the Bidder must comply with the following mandatory requirements and provide the necessary documentation to support compliance. Any bid which fails to meet the following mandatory technical criteria will be declared non-compliant. Each requirement should be addressed separately.

Criterion	Description
1	<p>Each proposed resource must have at least one post-secondary degree from a recognized Canadian institution, or equivalent determined by an evaluation service for credentials recognized in Canada*, if the diploma or certificate was obtained outside Canada.</p> <p>*The list of recognized organizations can be found on the Canadian Information Centre for International Credentials website at http://www.cicic.ca.</p>
2	<p>The Bidder must propose a minimum of one (1) resource for each of the following personnel categories:</p> <p>(a) Project Manager</p>

	(b) Specialist - Atmospheric Aerosol Dispersion (c) Specialist - Lidar Design/Modification and Data Acquisition (d) Specialist – Lidar Data Inversion (e) Specialist – Lidar Data Analysis Note: The Bidder can propose a given resource in more than one category.
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B. Point Rated Technical Criteria

Point Rated Technical Criterion	Evaluation Scale	Maximum Score	Minimum Score
1. BIDDER'S EXPERIENCE		20	10
1.1 Bidder's experience with research and development projects	a) The Bidder has more than 48 months of experience in executing and managing research and development projects (20 points). b) The Bidder has between 36 and 48 months of experience in executing and managing research and development projects (15 points). c) The Bidder has between 24 and 36 months of experience in executing and managing research and development projects (10 points). d) The Bidder has less than 24 months of experience in executing and managing research and development projects (0 points).	20	10
2. MANAGEMENT PROPOSAL		10	5
2.1 The Bidder should describe how it proposes to control the management of the tasks with respect to assessing priorities, work overload, task assignment and availability of resources.	The Bidder proposes an excellent detailed plan for managing its staff and tasks. The plan is likely to ensure extremely effective management of staff and authorized tasks. In addition, relevant planning and control tools are proposed (10 points). The Bidder proposes a detailed plan for managing its staff and tasks. The plan is likely to ensure management of staff and authorized tasks. In addition, relevant planning and control tools are proposed (7 points). The Bidder proposes a detailed plan for managing its staff and tasks. The plan is likely to ensure management of staff and authorized tasks (5 points).	10	5

	The Bidder has no plan for managing its staff and tasks (0 points).		
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3. PROPOSED RESOURCES (by category of personnel)			
<p>More than one resource may be proposed in a given category. In such cases, each resource will be evaluated separately and must meet the minimum score. The overall scores for each resource in a given category will be added together, then divided by the number of proposed resources to obtain an average. The average will be the rating assigned to the Bidder.</p> <p>The experience gained during study period may be accepted if its relevance to the criteria is sufficient demonstrated.</p>		240	80
3.1 Proposed resources in the Project Manager category		25	5
3.1.1 Training of the proposed resource.	<ul style="list-style-type: none"> a) Bachelor's degree (or higher degree) in science or engineering (10 points). b) Other bachelor's degree (or higher degree) in project management or business administration (5 points). c) Any other situation (0 points). 	10	0
3.1.2 Experience of the resource in R&D project management.	<ul style="list-style-type: none"> a) At least 24 months of experience (15 points). a) 12 to 23 months of experience (10 points). b) 6 to 11 months of experience (5 points). c) Less than 6 months of experience (0 points). 	15	5
3.2 Proposed resources in the Specialist – Atmospheric Aerosol Dispersion category		55	20
3.2.1 Training of the proposed resource.	<ul style="list-style-type: none"> a) Ph.D. in pure science or engineering (15 points). b) Master's degree in pure science or engineering (10 points). c) Bachelor's degree in pure science or engineering (5 points). d) Any other situation (0 points). 	15	5
3.2.2 Experience in atmospheric dispersion of aerosols.	<ul style="list-style-type: none"> a) The proposed resource was the main researcher on 3 or more studies on atmospheric dispersion of aerosols (30 points). b) The proposed resource was the main researcher on 2 studies on atmospheric dispersion of aerosols (20 points). 	30	10

	<p>c) The proposed resource was the main researcher on 1 study on atmospheric dispersion of aerosols (10 points).</p> <p>d) The proposed resource has conducted no studies on atmospheric dispersion of aerosols (0 points).</p> <p>Comment: For this criterion, "study" means research work leading to a scientific report or to a publication in the scientific literature.</p>		
3.2.3 Experience in C# or C++ programming.	<p>a) The proposed resource has a 24 months minimum of experience (10 points).</p> <p>b) The proposed resource person has between 12 and 23 months of experience (5 points).</p> <p>c) The proposed resource has less than 12 months of experience (0 points).</p>	10	5
3.3 Proposed resource for the Specialist – Lidar Design/Modification and Data Acquisition category		70	20
3.3.1 Training of the proposed resource.	<p>a) Ph.D. or master's degree in physics, physics engineering or electrical engineering (15 points).</p> <p>b) Bachelor's degree in physics, physics engineering or electrical engineering (10 points).</p> <p>c) Other bachelor of engineering degree (5 points).</p> <p>d) Any other situation (0 points).</p>	15	5
3.3.2 Experience in lidar system design or modification.	<p>a) The proposed resource has experience with at least 2 completed projects (20 points).</p> <p>b) The proposed resource has experience with 1 completed project (10 points).</p> <p>c) The proposed resource has no experience with any completed project (0 points).</p>	20	10
3.3.3 Experience in programming and data acquisition for gated intensified cameras (G-ICCD).	<p>a) The proposed resource has experience with at least 2 completed projects (20 points).</p> <p>b) The proposed resource has experience with 1 completed project (10 points).</p> <p>c) The proposed resource has no experience with any completed project (0 points).</p>	20	0
3.3.4 Experience in C++ or C# programming.	<p>a) The proposed resource has 36 months or more of experience (15 points).</p>	15	5

	b) The proposed resource has between 24 and 35 months of experience (10 points). c) The proposed resource has between 12 and 23 months of experience (5 points). d) The proposed resource has less than 12 months of experience (0 points).		
3.4 Proposed resource in the Specialist – Lidar Data Inversion category		40	15
3.4.1 Training of the proposed resource.	a) Ph.D. in pure science or engineering (15 points). b) Master's degree in pure science or engineering (10 points). c) Bachelor's degree in pure science or engineering (5 points). d) Any other situation (0 points).	15	5
3.4.2 Experience in lidar inversion techniques.	e) The proposed resource has conducted at least 3 studies on lidar inversion techniques (15 points). f) The proposed resource has conducted 2 studies on lidar inversion techniques (10 points). g) The proposed resource has conducted 1 study on lidar inversion techniques (5 points). h) The proposed resource has not conducted any studies on lidar inversion techniques (0 points). Comment: For this criterion, "study on lidar inversion techniques" means research work leading to a scientific report or completed an university course or courses in the field of lidar inversion.	15	5
3.4.3 Experience in Matlab programming.	a) The proposed resource has more than 24 months of experience (10 points). c) The proposed resource has between 12 and 23 months of experience (5 points). d) The proposed resource has less than 12 months of experience (0 points).	10	5
3.5 Proposed resource in the Specialist – Lidar Data Analysis category		50	20
3.5.1 Training of the proposed resource.	a) Ph.D. in pure science or engineering (15 points). b) Master's degree in pure science or engineering (10 points). c) Bachelor's degree in science or engineering (5 points). d) Any other situation (0 points).	15	5

<p>3.5.2 Experience in analyzing three-dimensional (3D) lidar data.</p>	<p>a) The proposed resource has conducted at least 3 studies on 3D lidar data analysis (15 points). b) The proposed resource has conducted 2 studies on 3D lidar data analysis (10 points). c) The proposed resource has conducted 1 study on 3D lidar data analysis (5 points). d) The proposed resource has not conducted any studies (0 points). Comment: For this criterion, "study" means research work leading to a scientific report or completed an university course or courses in the field of 3D lidar data analysis.</p>	<p>15</p>	<p>5</p>
<p>3.5.3 Experience in data analysis using data from a gated intensified camera (G-ICCD)</p>	<p>a) The proposed resource has worked directly on data analysis using data from a G-ICCD camera in at least 2 completed projects (10 points). b) The proposed resource has worked directly on data analysis using data from a G-ICCD camera in at least 1 completed project (5 points). c) The proposed resource has not worked directly on data analysis obtained with a G-ICCD camera in any completed project (0 points).</p>	<p>10</p>	<p>5</p>
<p>3.5.4 Experience in Matlab programming.</p>	<p>a) The proposed resource has 24 months and more of experience (10 points). c) The proposed resource has between 12 and 23 months of experience (5 points). d) The proposed resource has less than 12 months of experience (0 points).</p>	<p>10</p>	<p>5</p>
<p>4. TECHNICAL PROPOSAL</p>		<p>30</p>	<p>10</p>
<p>4.1 Demonstrated understanding of context, scope and objectives</p> <p>The demonstration of understanding of the context, scope and objectives should be complete and not limited to the description in the "Statement of Work." The Bidder should use its own words to provide a convincing</p>	<p>a) The bidder demonstrated an excellent understanding of the context, scope and objectives (15 points). b) The bidder demonstrated a good understanding of the context, scope and objectives (10 points). c) The bidder demonstrated an understanding of the context, scope and objectives (5 points). d) The demonstration of the understanding of the context, scope and objectives is insufficient (0 points).</p>	<p>15</p>	<p>5</p>

demonstration of its understanding of the context, scope and objectives.			
4.2 Identification of risks The Bidder should clearly describe all project components that can pose a risk and should propose a risk management plan. The components described should be relevant and the risk management plan should be realistic.	a) The bidder demonstrated an excellent understanding of the main risk factors and risk-management methods are identified for all tasks (15 points). b) The bidder demonstrated a good understanding of risk factors and risk-management methods are identified for most tasks (10 points). c) The bidder demonstrated an understanding of risk factors but risks-management methods are not clearly identified (5 points). d) The Bidder did not supply information that can be assessed (0 points).	15	5
TOTAL		300	105

Inadequate	Low	Acceptable	Good	Very Good	Excellent
Did not provide information that can be evaluated	Does not understand at all or understands the requirements	Knows to a certain extent the requirements, but does not sufficiently understand certain aspects of the requirements	Demonstrates a good understanding of the requirements	Demonstrates a very good understanding of the requirements	Demonstrates an excellent understanding of the requirements
	Weakness can not be filled	In general, it is unlikely that weaknesses can be filled	Weaknesses can be easily filled	No significant weaknesses	No apparent weaknesses
	Weakness can not be corrected	In general, it is likely that weaknesses can be corrected	Weaknesses can be easily corrected	No significant weaknesses	No apparent weaknesses
	Extremely weak; will not be able to meet performance requirements	Insufficient to meet performance requirements	Minimum acceptable capability, should meet minimum performance.	Satisfactory capability, should ensure effective results.	Superior capability, should ensure superior results

ATTACHMENT 2 - EVALUATION OF PRICE

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

1 - Financial Bid

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

2 - Calculation of bid price

The bid price will be calculated as follows:

Bid price = Cost of labour

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

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

Project Manager	5%
Specialist - Atmospheric Aerosol Dispersion	20%
Specialist - Lidar Design/Modification and Data Acquisition	25%
Specialist – Lidar Data Inversion	20%
Specialist – Lidar Data Analysis	30%

3 - Cost of labour

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

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

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

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

To illustrate:

- Anticipated funding for the work = \$750,000.00
- Estimated level of effort for the Specialist - Atmospheric Aerosol Dispersion = 20%
- If the average hourly rate for bid A = \$90, that for bid B = \$75 and that for bid C = \$80, then the average hourly rate for the resource category = \$81.67.

Therefore,

- Effort available \$750,000.00 X 0.20 / \$81.67 = 1836.7 hours

and

- Labour costs for the Specialist - Atmospheric Aerosol Dispersion, bid A = 1836.7 hours x \$90 = \$165,306.12
- Labour costs for the Specialist - Atmospheric Aerosol Dispersion, bid B = 7959.18 hours x \$75 = \$137,755.10
- Labour costs for the Specialist - Atmospheric Aerosol Dispersion, bid C = 7959.18 hours x \$80 = \$146,938.78

5- Sample calculations for the price of the three bids

Table 5.1 - Sample calculations for the three bids

Resource category	% of use	Effort available	Bid A		Bid B		Bid C	
			average hourly rate	Price for A	average hourly rate	Price for B	average hourly rate	Price for C
Project Manager	5%	625,0	70,00 \$	43 750,00 \$	65,00 \$	40 625,00 \$	45,00 \$	28 125,00 \$
Specialist - Atmospheric Aerosol Dispersion	20%	1836,7	90,00 \$	165 306,12 \$	75,00 \$	137 755,10 \$	80,00 \$	146 938,78 \$
Specialist - Lidar Design/Modification and Data Acquisition	25%	2083,3	90,00 \$	187 500,00 \$	80,00 \$	166 666,67 \$	100,00 \$	208 333,33 \$
Specialist - Lidar Data Inversion	20,0%	1607,1	115,00 \$	184 821,43 \$	90,00 \$	144 642,86 \$	75,00 \$	120 535,71 \$
Specialist - Lidar Data Analysis	30,0%	3139,5	60,00 \$	188 372,09 \$	75,00 \$	235 465,12 \$	80,00 \$	251 162,79 \$
Price of the bid				769 749,64 \$		725 154,74 \$		755 095,61 \$

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

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



Government
of Canada

Gouvernement
du Canada

MAY 30 2017

Contract Number / Numéro du contrat

W7701-186586

Security Classification / Classification de sécurité
Sans classification

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction DRDC - Valcartier Research Centre
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Aerosols & Lidar		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>	Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>	Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>



PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No / Non ☐ Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux : Occasional access to DRDC Valcartier - Work outside operational zone

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No / Non ☒ Yes / Oui
If Yes, will unscreened personnel be escorted? *On DRD premises unscreened pers. may only access public/reception zone*
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No / Non ☐ Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No / Non ☐ Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No / Non ☐ Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No / Non ☐ Yes / Oui



PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL	TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		COSMIC COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL		TRÈS SECRET	
Information / Assets Renseignements / Biens Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée
« Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée
« Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat
W7701-186586

Security Classification / Classification de sécurité
UNCLASS

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées) Gilles Roy	Title - Titre Defence Scientist	Signature <i>Gilles Roy</i>
---	------------------------------------	--------------------------------

Telephone No. - N° de téléphone 418-844-4000 X4335	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel Gilles.Roy@drdc-rddc.gc.ca	Date 25 mai 2017
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14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées) Sasa Medjovic - DDSO - Industrial Security Senior Security Analyst	Title - Titre Senior Security Analyst	Signature <i>Sasa Medjovic</i>
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Telephone No. - N° de téléphone Tel: 613-996-0286	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel E-mail: sasa.medjovic@forces.gc.ca	Date 2017 May 30
--	-----------------------------------	---	---------------------

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? ☐ No ☒ Yes
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? ☐ Non ☒ Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre PWGSC Quebec Supply specialist	Signature
---	---	-----------

Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
---------------------------------	-----------------------------------	-----------------------------------	------

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées) <i>DV</i>	Title - Titre	Signature <i>David Vrooman</i>
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Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date 23 June 2017
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David Vrooman
Contract Security Officer, Contract Security Division
david.vrooman@tpsgc-pwgsc.gc.ca
Tel/Tél - 613-957-1261

Annex E

Form DND 626, Task Authorization



TASK AUTHORIZATION AUTORISATION DES TÂCHES

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À Delivery location – Expédiez à	<div> TO THE CONTRACTOR <p>You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.</p> <p>Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.</p> </div> <div> À L'ENTREPRENEUR <p>Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.</p> <p>Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.</p> </div>	
Delivery/Completion date – Date de livraison/d'achèvement	<div style="display: flex; justify-content: space-between;"> <div>_____</div> <div>_____</div> </div> <div style="display: flex; justify-content: space-between; font-size: small;"> <div>Date</div> <div>for the Department of National Defence pour le ministère de la Défense nationale</div> </div>	
Contract item no. N° d'article du contrat	Services	Cost Prix
	GST/HST TPS/TVH	
	Total	
<p>APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p> <div style="border-top: 1px solid black; margin-top: 20px; padding-top: 5px;"> <p style="font-size: small; margin: 0;">_____</p> <p style="font-size: x-small; margin: 0;">for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux</p> </div>		

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

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

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

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

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

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

Services

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

Cost

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

GST/HST

The GST/HST cost as appropriate.

Total

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

Applicable only to PWGSC contracts

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

Note:

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

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

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

Augmentation/Réduction

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

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

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

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

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

Services

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

Prix

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

TPS/TVH

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

Total

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

Ne s'applique qu'aux contrats de TPSGC

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

Nota :

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