



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada

Cabot Place, Phase II, 2nd Floor

Box 4600

St. John's, NL

A1C 5T2

Bid Fax: (709) 772-4603

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

PWGSC / TPGSC - Nfld. Region

Cabot Place, Phase II, 2nd Floor

Box 4600

St. John's, NL

A1C 5T2

Title - Sujet Fishing Vessel Charter	
Solicitation No. - N° de l'invitation F6086-180021/A	Date 2018-05-25
Client Reference No. - N° de référence du client F6086-180021	
GETS Reference No. - N° de référence de SEAG PW-\$Xaq-031-7095	
File No. - N° de dossier Xaq-8-41020 (031)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-06-13	Time Zone Fuseau horaire Newfoundland Daylight Saving Time NDT
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: Baird, Janice	Buyer Id - Id de l'acheteur xaq031
Telephone No. - N° de téléphone (709) 772-2999 ()	FAX No. - N° de FAX (709) 772-4603
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF FISHERIES AND OCEANS NAFC BLDG WHITE HILLS P.O.BOX 5667 ST JOHNS Newfoundland and Labrador A1C5X1 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven 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 and Additional Information: includes the certifications and additional information 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 Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, Travel and Living Guidelines, and Code of Conduct Certification.

1.2 Summary

Title: Vessel Charter

Requirement:

A charter vessel is required to conduct a hydro-acoustic and trawl survey in the offshore waters of Newfoundland and Labrador (NAFO Divisions 2HJ3KLNOP) from the coast line to the shelf break during October and November of 2018. The survey is anticipated to take approximately 60 days but may be extended to a maximum of 80 days, depending on the rate of progress and delays that may be encountered. The purpose of this survey is to provide data that can be analyzed to show the distribution of capelin and to estimate their biomass in NAFO Divisions 2J3KL. Results will be compared with historic survey population estimates and current estimates derived from hydro-acoustic data acquired opportunistically during other DFO surveys. All work is to be in accordance with the Statement of Work at Annex A.

1.2.3 The requirement is subject to a preference for Canadian goods and/or services.

1.2.4 The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

1.3 Debriefings

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

1.4 Comprehensive Land Claims Agreement(s)

This procurement is subject to the following Comprehensive Land Claims Agreement(s):

- Labrador Inuit Land Claims Agreement.

1.5 Trade Agreements

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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: 60 days
Insert: 90 days

2.2 Submission of Bids

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

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

2.3 Former Public Servant - Competitive Bid

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.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 7 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

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

Section I: Technical and Management Bid (4 hard copies)

Section II: Financial Bid (4 hard copies)

Section III: Certifications (1 hard copy)

Section IV: Additional Information (completed and returned as part of the RFP document)

This RFP document must be signed on page 1 and clauses completed where fill-ins appear in the document. Return the signed and completed document as part of your bid package.

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

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

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

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

Section I: Technical Bid

In their technical bid, Bidders should 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 address clearly 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.

Section II: Financial Bid

3.1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex B.

3.1.2 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “X” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “D” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

Refer to Annex E.

4.1.2 Financial Evaluation

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

4.1.3 Basis of Selection – Minimum Point Rating

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory technical evaluation criteria; and
 - c. obtain the required minimum of 20 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 80 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

The lowest bid will be determined by adding together items 1 to 4 of the Basis of Payment at Annex B.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

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

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

() the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult [Annex 3.6\(9\)](#), Example 2, of the [Supply Manual](#).

Bidders should submit this certification completed with their bid. If the certification is not completed and submitted with the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to submit this completed certification. Failure to comply with the request of the Contracting Authority and submit the completed certification will render the bid non-responsive

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

5.2.3.2 Status and Availability of Resources

5.2.3.2.1 *SACC Manual* clause [A3010T](#) (2010-08-16), Status and Availability of Resources

5.2.3.3 Education and Experience

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

5.2.3.4 Workers Compensation

Workers Compensation Certification- Letter of Good Standing

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide, within 3 days following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

There are no security requirements associated with this solicitation.

6.2 Insurance Requirements

6.2.1 Insurance - Proof of Availability Prior to Contract Award

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex E.

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work – Contract

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

7.2 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.

7.2.1 General Conditions

2035 (2016-04-04), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.3 Security Requirements

There are no security requirements associated with this solicitation.

7.4 Term of Contract

7.4.1 Period of the Contract

The period of contract is date of award to November 30, 2018 inclusive.

7.4.1.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 20 additional days under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 5 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Janice Baird, Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch

John Cabot Building, 7th Floor
10 Barter's Hill
St. John's, NL A1C 5T2

Telephone: 709-772-2999
Facsimile: 709-772-4603
E-mail address: janice.baird@pwgsc.gc.ca

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

7.5.2 Project Authority

Use the following clause when the term "Project Authority" will be included in the contract. If the term "Technical Authority" will be used instead, use SACC Manual clause [A1030C](#).

The Project Authority for the Contract is:

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

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

(Insert or delete as applicable)

In its absence, the Project Authority is:

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

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

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

7.5.3 Contractor's Representative

Name: _____
Title: _____

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

7.6 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.

7.7 Payment

7.7.1 Basis of Payment

All payments will be in accordance with the Basis of Payment at Annex B.

7.7.2 Basis of Payment – Fixed time rate – Limitation of expenditure

The Contractor will be paid for the Work performed, in accordance with the Basis of payment at Annex B, to a limitation of expenditure of \$_____ (*insert the amount at contract award*). Customs duties are _____ (*insert included", "excluded" or "subject to exemption"*) and Applicable Taxes are extra.

7.7.3 Limitation of Price

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

7.7.4 Method of Payment

SACC Manual clause H1001C (2008-05-12) Multiple Payments

7.7.5 Electronic Payment of Invoices – Contract

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

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

7.7.6 SACC Manual Clauses

SACC Manual clause [A9117C](#) (2007-11-30) T1204 - Direct Request by Customer Department
SACC Manual clause [C0101C](#) (2010-01-11) Discretionary Audit - Non-commercial Goods and/or Services
SACC Manual clause [C0711C](#) (2008-05-12) Time Verification

7.8 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7.9 Certifications and Additional Information

7.9.1 Compliance

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

7.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.9.3 SACC Manual Clauses

A3060C (2008-05-12) Canadian Content Certification

7.10 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*).

7.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information;
- (c) the general conditions 2035 (2016-04-04) Higher Complexity - Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Electronic Payment Requirements
- (g) Annex D, Insurance Requirements;

- (h) 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)*).

7.12 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex E. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

ANNEX "A"

STATEMENT OF WORK

Non-Canadian Coast Guard (CCG) Vessel to conduct a fall 2018 Offshore Capelin Hydro-acoustic and Trawling Survey

Date: 27 March 2018

Introduction and Scope

A charter vessel is required to conduct a hydro-acoustic and trawl survey in the offshore waters of Newfoundland and Labrador (NAFO Divisions 2HJ3KLNOP) from the coast line to the shelf break during October and November of 2018. The survey is anticipated to take approximately 60 days but may be extended to a maximum of 80 days, depending on the rate of progress and delays that may be encountered. The purpose of this survey is to provide data that can be analyzed to show the distribution of capelin and to estimate their biomass in NAFO Divisions 2J3KL. Results will be compared with historic survey population estimates and current estimates derived from hydro-acoustic data acquired opportunistically during other DFO surveys.

In keeping with the historic hydro-acoustic capelin survey design, the survey will be comprised of equidistant east - west parallel transect lines, spaced 10 – 20 nautical miles apart in NAFO divisions 2J3KL. Transect lines will span from the 100 m inshore depth contour to the 500 m contour along the shelf break. Each transect will be surveyed using a vessel-fitted multi-frequency scientific echosounder that digitally records high resolution acoustic data as the charter vessel travels along a transect line at a nominal speed of 8 – 10 knots.

Targeted trawl fishing sets will be conducted along each transect to capture samples of observed echosounder acoustic signals. The fishing sets will occur at an average of 4 per day using a Campelen 1800 trawl. The trawl will either be fished along the seabed or towed in mid-water, depending on the depth of the observed acoustic signals. Each fishing set will be less than or equal to one hour in duration, not including trawl deployment and retrieval times. The standardized DFO, NL Region, Campelen trawl fishing protocol will be used, which requires the deployed trawl warp length to be approximately 3 times the seabed depth.

If the observed acoustic signals happen to be above the trawled depth zone, a second trawling operation will be conducted immediately at a shallower depth in the same area. This will be done to test the hypothesis that the species and size composition of species taken in bottom trawls are consistent with those captured higher in the water column.

Each trawl catch will be sorted by the species present in the catch. Weights and numbers data will be collected for all species. Detailed biological sampling (including stomach contents) will be conducted on pelagic species and selected groundfish species (e.g. Atlantic cod and Greenland halibut). Ideal trawl catch sample size is 100 kg to 500 kg, although occasional catches of up to 3000 kg may occur. When the total catch is less than or equal to 500 kg the full trawl catch must be delivered into an enclosed heated and well lighted space for detailed sorting and sampling of the catch.

Physical oceanographic data will be collected from the surface to the seabed at all fishing set locations using autonomous Conductivity, Temperature, and Depth (CTD) instrumentation. Oceanographic data will be collected with a CTD system mounted to the head-rope of the Campelen trawl and/or via vertical casts

undertaken with a winch, fitted with mechanical cable, and over-the-side equipment capable of safely deploying and retrieving the CTD sampler while the vessel is drifting or maintaining station.

Also if feasible, a bongo net sampling system will be fitted on the charter vessel and used occasionally to collect smaller-sized zooplankton species in the top 200 m of the water column. Fitting of this system will be dependent on the availability of suitable deck space for installation of a winch, fitted with electro-mechanical cable plus a slip-ring unit, and over-the-side equipment capable of safely deploying, towing and retrieving the bongo nets. Nominal towing speed is 2 knots for a duration of approximately 30 minutes.

The survey period will be comprised of 1 day in St. John's or nearby mutually agreed upon location, at the beginning of the vessel charter for loading and set-up of DFO supplied equipment; and 1 day at the end of the charter for disembarkation of DFO staff, collected data, biological samples, and DFO supplied equipment. After loading and set-up equipment, and prior to commencement of the offshore survey, 2 - 3 days will be dedicated to physical calibration of the multi-frequency scientific echosounder system, using a calibration sphere and standardized measurement techniques. This work will be carried out in a sheltered location. During this period the vessel must be anchored by the bow and stern in a minimum water depth of 40 meters. An anchorage near Sunnyside, Trinity Bay is anticipated. Upon leaving the calibration site measurement work may be undertaken to determine the optimal vessel survey speed that minimizes propeller and flow noise interference in the hydro-acoustic data.

Basic Vessel and Crew Requirements

- 1) Charter vessel should have a minimum overall length of not less than 45 meters. Larger vessels will be rated more favourably as they are deemed more capable of meeting scientific requirements and conducting survey work in adverse weather conditions.
- 2) Charter vessel must have sufficient endurance to work continuously at sea for up to 30 days; i.e. have sufficient fuel, water and water making system, food, dry stores, laundry and laundry facilities etc.
- 3) Charter vessel must have a minimum ice classification of ICE-B (Det Norske Veritas Classification), or equivalent.
- 4) Vessel must be ballasted to maintain sea-kindliness during the charter period. Recommend commercial fishing vessels carry ballast equivalent to approximately 50 % of their cargo carrying capacity. Fuel oil required to fulfil the 30 day at-sea endurance requirement cannot be considered as ballast.
- 5) Vessel must be able to conduct all survey work in at least Beaufort sea-state 5. Vessels capable of conducting all survey work in higher sea-states (e.g. 6 and 7) will be rated more favourably as more survey work can be conducted in less time. Note Beaufort sea-states 4 through 7 are typical of conditions in the survey area during October and November.
- 6) The vessel must have sufficient propulsion power to tow a Campelen 1800 shrimp trawl with 4.3 m² Morgère polyvalent trawl doors at 5 knots in water depths up to 600 m.
- 7) The vessel shall be required to maintain a minimum speed of 10 knots in at least Beaufort sea-state 3 on a continuous basis (i.e. 24 hours per day) for a full 30 day endurance period.
- 8) The vessel should have been actively used within the past 12 months for commercial trawling or fisheries research with trawl gear of equal or greater size to the Campelen 1800 shrimp trawl with

4.3 m² Morgère polyvalent trawl doors. If not the vessel owner must demonstrate to the Crown, at the owner's expense, that the vessel can successfully deploy, tow on the seabed at a minimum speed of 3.5 knots for 20 minutes, and retrieve a Campelen 1800 shrimp trawl with 4.3 m² Morgère polyvalent trawl doors, in a maximum water depth of 600 m with 1800 m of trawl warp deployed.

- 9) The charter vessel must carry sufficient officers and crew to safely operate the vessel and carry out hydro-acoustic surveying of the transit lines 24 hours per day. In addition, there must be sufficient officers and crew to conduct fishing activities for a minimum of 18 hours during any given 24-hour period. Vessels crewed for 24 hours per day fishing operations will be rated more favourably as more survey work can be performed per day.
- 10) Vessel's captain must have at least 5 years' experience commanding a commercial offshore fishing trawlers and/or an offshore research vessels.
- 11) Vessel's officers in charge of fishing operations and boson(s) must have at least 5 years' experience fishing, maintaining and repairing fishing trawls of equal or greater size to the Campelen 1800 shrimp trawl.
- 12) At least 50 % of the deck/fishing crew member must have at least 3 years' experience fishing, maintaining and repairing fishing trawls of equal or greater size to the Campelen 1800 shrimp trawl.
- 13) Captain, officers and crew must be able to speak the English language and must be available on a 24-hour basis to ensure successful communication with scientific personnel.
- 14) Charter vessel must be fitted with one or more operational and certified cranes, with sufficient reach, slewing capability and lifting capacity to load/unload fishing trawls and trawl doors to/from wharves and the vessel's Trawl Deck. Crane(s) also must have sufficient reach, slewing capability and lifting capacity to assist with fishing operations as described in the **Fishing Equipment and Capabilities Section** of this document.

Scientific Staff Complement and Accommodations

- 1) Charter vessel must provide 5 cabins which will be used to accommodate the 8 scientific personnel, including both genders, for the duration of the charter.
- 2) Contractor must provide clean and sanitary accommodations, showers and toilet facilities for both genders, and ensure cleanliness and sanitary conditions are maintained during the full duration of the charter period.
- 3) Contractor must supply hotel amenities, including covered clean mattresses, pillows, linens and towels for scientific staff.
- 4) Contractor must provide three meals per 12-hour shift (00:00-12:00 and 12:00-24:00), including a minimum of two hot meals, and snacks.
- 5) Meals must be well balanced, nutritious, palatable and varied, with provisions for vegetarians and special diet needs such as gluten and dairy intolerances.
- 6) Charter vessel must have a minimum of two functional washers and dryers for personal laundry.

- 7) Charter Vessel must have dedicated space set aside for scientific staff to hang rain gear and to dry deck boots and gloves.
- 8) Contractor must provide appropriately sized immersion suits and personal flotation devices for all scientific staff and must provide dry, top-side storage for all immersion suits.

Smoking Onboard

- 1) The Contractor must ensure DFO staff have a smoke free work, accommodation and dining environment.

Fuel and Water

- 1) The daily rate for the charter vessel must include all costs for fuel and lubricants, plus fresh/potable water.

Port Calls and Docking/Wharf Fees

- 1) Contractor is responsible for all costs associated with all port calls.

Fishing Equipment and Capabilities

- 1) The vessel must be completely rigged for trawling, or submit a plan whereby it would become completely rigged for trawling. Rigged for trawling is defined as including but not limited to:
 - a. A stern trawl ramp with sufficient width to easily deploy and retrieve a Campelen 1800 trawl.
 - b. A stern gantry or articulating A-frame with a winch capable of raising the trawl to empty the net's cod-end; or a stern crane or articulating A-frame with associated equipment capable of performing this task.
 - c. Outhaul boom and winch capable of towing the trawl off the deck and into the sea; or a stern crane or articulating A-frame with associated equipment capable of performing this task.
 - d. Two stern trawling gallows or ice davits with trawling sheaves suitable for deployment, towing and retrieval of the trawl warps and the Campelen trawl and its trawl doors.
 - e. Two independently controlled trawl winches. Winches:
 - i. Must be capable of deploying, towing and retrieving a Campelen 1800 shrimp trawl with 4.3 m² Morgère polyvalent trawl doors.
 - ii. Must be capable of towing the trawl at a maximum speed of 5 knots to a maximum water depth of 600 m with 1800 m of trawl warp deployed.
 - iii. Must be able to retrieve the trawl warp at a full speed of at least 70 m per minute. Higher retrieval speeds will be rated more favourably as they reduce the time required for fishing operations.
 - iv. Should be controlled from a Bridge console equipped with an automated system to ensure continuous and accurate deployment, towing and retrieval of the trawl, and to provide protection for the trawl in the event it is hooked or snagged on the ocean floor.
 - v. Must have a warp length measurement system that displays length of warp deployed and rate of deployment/retrieval for each trawl winch. System must have a display at the trawl winch control console and on the Bridge - could be the same display.
 - f. Two sweep-line winches with fleeting and/or Gilson winches to deploy and retrieve the trawl. Alternatively a net drum, with sufficient volume to store a complete Campelen 1800 trawl could be used. Sweep-line and Gilson winches will be rated more favourably as this combination can

retrieve the trawl more quickly, with lower likelihood of damage to the trawl's wing meshes and floats. Also makes use of a CTD system mounted to the head-rope of the Campelen trawl much more feasible.

- 2) All fishing equipment, lifting equipment, cables, warps, etc. must be in good condition with certificates valid for the duration of the charter period.
- 3) The Contractor is responsible for the cost of maintenance, repairs and replacement of all fishing equipment, lifting equipment, cables, warps, etc. during the charter period, other than the Campelen 1800 trawl and its trawl doors. A complete description of the Campelen 1800 trawl is provided in attachment - Campelen Survey Manual.
- 4) Charter vessel should be equipped with a fishing trawl monitoring system capable of displaying the depth of the trawl's head-rope, head-rope to footrope opening, distance between footrope and seabed, trawl door spread and trawl wing spread. A wireless (i.e. acoustic) system (e.g. Scanmar) is preferred. If the vessel has no system DFO can provide a Scanmar Scanmate 6 system plus trawl mounted sensors, with the exception of hull-mounted hydrophones. Purchase and installation of one or more hydrophones is the Contractor's responsibility.

Trawl Catch Sampling Workspace

- 1) When a trawl catch of 500 kg or less is retrieved, the full trawl catch must be delivered into an enclosed heated and well lighted space for detailed sorting and sampling of the catch. Bidders must provide documentation, drawings/sketches and photos that demonstrate how this will be achieved.
- 2) The workspace for sorting and sampling of the catch should be located on the deck below the Main (Trawl) Deck or on the Main Deck, and be a minimum of 20 m², plus have a ceiling height of not less than 2 m.
- 3) The temperature in this workspace should be maintained at 15° C, ± 2° C and be provided with ventilation at minimum of one complete air change every 30 minutes.
- 4) The trawl catch must be delivered onto a sorting table, either automatically via a conveyor belt system or manually by ship's personnel.
- 5) The sorting table should be equipped with a sorting conveyor from a receiving bin at a manually controllable rate (on/off) so that the sorting conveyor does not become overloaded.
- 6) Sorting conveyor specifics:
 - a) Conveyor should be constructed with type 304 or 316 L stainless steel.
 - b) Conveyor's sorting belt must be at least 2.5 m long.
 - c) Conveyor's sorting belt should travel at a nominal speed of 1.3 m/s.
 - d) Conveyor's sorting belt motor must have start/stop controls alongside the conveyor.
 - e) Conveyor's motor must be able to start a fully loaded belt after it has been stopped to allow for subsampling. Assume belt contains 250 kg of fish.

- f) Conveyor's sorting belt should be:
 - I. Not be less than 70 cm above the deck.
 - II. Fitted with a 600 mm wide Intralox Series 400 FG polyethylene belt, or equivalent, with 25.4 mm high flights that run horizontally across the belt and are spaced approximately 0.5 m on centre.
 - III. Fitted with 150 mm sides (as measured from the top of the belt) constructed of stainless steel.
 - IV. Have polyethylene guard strips measuring approximately 25 mm in width x 75 mm in height installed along each side of conveyor belt to reduce the loss of small specimens.
- 7) Components of the catch remaining on conveyor belt must be directed off the end of the belt and into fish baskets in a manner that does not permit the catch to spill onto the deck.
- 8) Workspace must have a solid, waterproof sampling workbench with dimensions 90 cm high by approximately 2 m long by 1.2 m deep. Workbench specifics:
 - a) The center rear section of the bench must be recessed to accommodate a 50 cm diameter by 40 cm high fish basket.
 - b) Recessed area should be approximately 60 cm x 60 cm by 40 cm deep.
 - c) The base of the recessed area should be fitted with a sloped plate that tips a basket towards the front of the bench by approximately 20°.
 - d) The base of the recessed area must have 25 mm diameter holes in all corners to function as drains.
- 9) A second workbench must be provided with dimensions 70 cm high by approximately 2 m long and 70 cm deep, with space underneath on one side to accommodate two chairs. Workbench and chair specifics:
 - a) Two chair should be suitable for 24 hour use, with:
 - i. No casters.
 - ii. Armrests.
 - iii. High backs.
 - iv. Pneumatic lift cylinder for seat height adjustment.
- 10) A 30 cm high stainless steel platform must be provided for fitting of a 60 kg Marel marine balance that will be used to weigh baskets of fish. Details for the design of the platform will be provided by a DFO Technical Authority. Placement of the platform will be dependent on the arrangement of the sorting conveyor and sampling benches. Guidance will be provided by a DFO Technical Authority.
- 11) A means for disposing of fish offal from this workspace is essential. It must not require scientific staff to lift baskets or other items filled with offal over thresholds, conveyors, piping, door thresholds, etc. If lifting work is necessary, the vessel's crew must remove and dispose of fish offal from this workspace when requested to do so by science staff.
- 12) Clean seawater must be provided for washing down the workbenches, sorting conveyor and the workspace.
 - a) Seawater must be provided to each workbench via a high quality 12.5 mm hose fitted with an adjustable high quality spray nozzle. The flow rate in each hose must be independently controlled via a ball valve.

- b) Seawater for washing down the sorting conveyor and workspace must be provided to each workbench via a high quality 18 – 25 mm hose fitted with an adjustable high quality spray nozzle. The flow rate in the hose must be controlled via a ball valve. Hose must have sufficient length to allow all parts of the workspace to be cleaned.
 - c) This space should be fitted with a high pressure washer with spray gun to aid cleaning of this workspace.
- 13) Overhead lighting above each workbench must be sufficient to read black 8 point font printed on white paper without strain.
- 14) Sufficient lighting must be provided over the sorting conveyor or table to allow small species (1 cm in length) to be easily identified.
- 15) The workspace must be provide with 1.0 kVA of 120 VAC power from a marine grade Uninterruptable Power Supply. The power must be provided to watertight, threaded receptacles arranged as follows:
- a) Two duplex or four single receptacles for each workbench, to be mounted to the ceiling above the workbench or on a raised panel or wall behind the workbench. If mounted on a raised panel or wall the receptacles must be a minimum of 1.7 m above the deck.
 - b) One duplex or two single receptacles, to be mounted to the ceiling in close proximity to where the platform for the 60 kg Marel marine balance will be located.
- 16) The workspace must be outfitted with a minimum of 20 round fish baskets, with dimensions approximately 40 cm high by 50 cm in diameter at the top of the basket and have two handles.
- 17) The arrangement of equipment in this workspace must be planned in conjunction with a DFO Technical Authority.

Control/Acoustic Workspace

- 1) This workspace should be located on the Main (Trawl) Deck or one deck level above the Main Deck, and be at least 10 m², plus have a ceiling height of not less than 2 m.
- 2) The temperature in this workspace should be maintained at 19° C, ± 2° C and be provided with ventilation at minimum of one complete air change every 60 minutes.
- 3) The workspace must contain:
- a) Three 70 cm high x 2 m long by 60 cm deep work-counters, each with space underneath to accommodate two office chairs. The third work counter may be located in a second room without running water.
 - b) Each work-counter must have a 120 VAC power bar, compliant with CCG Technical Bulletin #6-2004 (i.e. must have no metal oxide varistor suppression devices). Each power bar must have a minimum of 8 outlets.
 - c) Alternatively a minimum of 4 duplex receptacles could be provided for each work counter.

- d) The two power bars (or 8 duplex receptacles) must be supplied with 1.0 kVA of 120 VAC powered from a marine grade Uninterruptable Power Supply system that will service this workspace.
- e) Overhead lighting above each work-counter must be sufficient to read black 8 point font printed on white paper without strain.
- f) Four office chairs. Chairs should be heavy duty and suitable for 24 hour use, with:
 - i. No casters.
 - ii. Armrests.
 - iii. High backs.
 - iv. Pneumatic lift cylinder for seat height adjustment.
- g) Several drawers and bookshelves with retaining bars for storage of items.
- h) One electronic rack in which an EK80 Processor Unit and two 19 inch rack mounted displays/monitors for a Simrad EK80 multi-frequency scientific echosounder system will be installed – assuming the vessel does not have a suitable EK80 system. Note the four Wide Band Transceivers for this system may be mounted in this rack too, depending on the location of this workspace, placement of the transducers and vessel size.
- i) Description of electronic rack:
 - i. Dimensions: approximately 2.0 m high x 60 cm wide by 70 cm deep.
 - ii. Must be enclosed on the top and bottom.
 - iii. Must have no front and rear doors and no cooling fan.
 - iv. Must be mounted with its back at least 50 cm from a wall to that the rear of the rack can be accessed easily.
 - v. Must be grounded to the ship's hull.
 - vi. Have a 120 VAC power bar, compliant with CCG Technical Bulletin #6-2004 (i.e. must have no metal oxide varistor suppression devices).
 - vii. Bar must provide a minimum of 9 outlets; 12 would be better as some outlets may be blocked by power bricks that are plugged in above or below an outlet.
 - viii. No power switch is wanted or required for the power bar.
 - ix. Bar must be mounted vertically at the back left or right side of the rack, with the receptacles facing the opposite side of the rack.
 - x. Bar must be supplied with 1.0 kVA of 120 VAC powered from a marine grade Uninterruptable Power Supply system that will service this workspace.
- 4) A reliable DGPS NMEA navigational data feed must be provided to this workspace (assumedly from the Bridge). The feed must be connected to a data splitter/buffer with a minimum of four RS232 output ports (preferably DB9 connectors), to supply navigation data to scientific equipment that will be installed in this workspace. Navigation information must be in NMEA 0183 format. The minimum required NMEA telegrams are ZDA, GGA, GLL, RMC, VGT and HDT.
- 5) Data from a Vessel Motion Sensor system for input into the EK80 is desirable.

Workspace for Over-The-Side Operations with CTD probes and Bongo Nets

- 1) This workspace should be located on the Main (Trawl) Deck (highly desirable) or one deck level above the Main Deck. The workspace should be adjacent to the side of the vessel, to permit vertical casts to be undertaken with an autonomous CTD probe attached to the winch cable. It should also allow for zooplankton species to be collected with a bongo net sampling system.
- 2) Must be fitted with a system for launching and recovering a vertically deployed CTD including a winch, fitted with mechanical cable and over-the-side equipment (crane or A-Frame) capable of safely deploying and retrieving the autonomous CTD probe while the vessel is drifting or maintaining station.
- 3) Should be equipped with a system for zooplankton sampling with a bongo net. This will require a winch, fitted with electro-mechanical cable and a slip-ring unit, plus over-the-side equipment (crane or A-Frame) capable of safely deploying, towing (at 2 knots) and retrieving the bongo nets fitted with a CTD and depressor with a total overall length of 5 meters.
- 4) Description of equipment for over-the-side CTD operations:
 - a) Winch should be equipped with a minimum of 1000 m of multi-strand cable with a diameter not less than 4 mm and not larger than 7 mm, with a minimum breaking strength of 1.0 metric tons or equivalent
 - b) The free (wet) end of this cable should be fitted with a heavy duty thimble and double duplex sleeve splice (Nicopress), or equivalent attachment system sized to allow for the installation of a shackle to connect to the CTD unit.
 - c) Winch must have a failsafe brake.
 - d) Winch and winch mounting arrangement must have a safe working load capability of minimum 1.5 metric tons.
 - e) Winch must be able to smoothly deploy and retrieve cable at a rate from 0 m/s to a minimum of 50 m/s.
 - f) Winch must have a level wind unit to provide smooth and even spooling of the cable.
 - g) The crane or A-Frame must be configured to safely deploy and retrieve the CTD probe. All equipment must be capable of supporting a load of at least 1.5 metric tons.
 - h) The crane or A-Frame must be equipped with a sheave sized for the diameter of the cable installed on the winch and have a safe working load of at least 1.5 metric tons.
 - i) The over-boarding arrangement must be equipped with a metering system to display the amount of cable deployed and the speed at which the cable is being deployed or retrieved. The system must have a display that is clearly visible to the winch operator under all lighting and weather conditions, and be rated for operation in the marine outdoor environment.

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- j) A 12 cm diameter (approximate) signal cable must be routed from this workspace to one of the work-counters in the Control/Acoustic Workspace (or an alternative enclosed workspace if more suitable). The cable will be installed by DFO Science staff in conjunction with the Contractor to ensure the cable will not be damaged, interfere with the operation and movement of equipment and staff, and staff safety.
- 5) Description of equipment for zooplankton sampling with a bongo net system:
- a) Winch must be equipped with a minimum of 1000 m of electromechanical cable that has a minimum of 3 insulated stranded copper conductor of minimum 20 gauge (AWG), plus a slip-ring with sufficient passes to match the number of conductors in the cable.
 - b) Cable must have a minimum breaking strength of at least 3 metric tons.
 - c) The free (wet) end of the cable must be terminated with a mechanical connector and an electrical connector to match the electrical signal configuration of the probe used with the bongo net sampler.
 - i. The mechanical termination will be carried out by the Contractor.
 - ii. Contractor must make arrangement and pay for load testing of the cable with mechanical termination.
 - iii. The electrical termination will be performed by DFO Science.
 - d) A cable with a minimum of 3 insulated stranded copper conductor of minimum 20 gauge (AWG) must be routed from the winch's slip-ring unit to one of the work-counters in the Control/Acoustic Workspace (or an alternative enclosed workspace if more suitable).
 - i. Cable must be rated for exposure to water, oil and salt (SOW).
 - ii. Cable must be routed and supported to ensure it will not be damaged, interfere with the operation and movement of equipment and staff, and staff safety.
 - iii. The cable will be terminated in the Control/Acoustic Workspace by DFO Science.
 - e) Winch must have a failsafe brake.
 - f) Winch must have a mid-drum pulling capability of 2 metric tons.
 - g) Winch and winch mounting arrangement must have a minimum safe working load of 3 metric tons.
 - h) Winch must be able to smoothly deploy and retrieve cable at a rate from 0 m/s to a minimum of 30 m/s.
 - i) Winch must have a level wind unit to for provide smooth and even spooling of the cable.
 - j) The crane or A-Frame must be configured to safely deploy, tow at 2 knots, and retrieve the bongo net system. All equipment must be capable of supporting a load of at least 3 metric tons.
 - k) The crane or A-Frame must be equipped with an over-boarding sheaved sized for the diameter of the cable installed on the winch and have a safe working load of at least 3 metric tons.

- 6) Deck arrangement of equipment for CTD and bongo net sampling should be situated so it doesn't interfere with fishing operations. Placement of these items should be coordinated with a DFO Technical Authority.

Internal Communications among Science Workspaces and with the Bridge

- 1) A system must be provided for communication among the science workspaces and between these spaces and the Bridge.
- 2) The system could be internal phones or VHF/UHF radios. If radios are provided, the Contractor is responsible for ensuring there are sufficient charged units to provide continuous 24 hour communications for all workspaces.
- 3) If a phone system is provided at the site(s) for Over-The-Side Operations with CTD probes and Bongo Nets it must be rated for operation in the marine outdoor environment.

EK80 System

- 1) If the charter vessel does not have a suitable Simrad EK80 multi-frequency scientific echosounder system, then one must be installed. DFO will supply; EK80 Processor Unit, Complete WBT split beam transceivers with software licences for the following frequencies; 25 kHz to 50 kHz, 45 kHz to 90 kHz, 85 kHz to 170 kHz, and 150 kHz to 300 kHz. All other components, wiring/cabling, transducers, transducer installation/blister, cable glands, mounting flanges/rings, additional items as described below and other parts required to ensure the scientific echosounder is fully functional, must be supplied by the contractor.
- 2) The system will have the following Simrad components:
 - a) Rack mounted EK80 Processor Unit installed in the Control/Acoustic Workspace.
 - b) Two 19 inch rack mounted display/monitors installed in the Control/Acoustic Workspace.
 - c) A 19 inch display/monitor with mounting arrangement suitable for installation of this unit on the Bridge near the fishing trawl monitoring system, plus a video splitter unit connected to one of the two EK80 display/monitors to feed video to the Bridge display/monitor.
 - d) Four split beam Wide Band Transceivers (WBTs) for operating frequencies: 38 kHz, 70 kHz, 120 kHz and 200 kHz. WBTs can be rack mounted or mounted to a wall/bulkhead in a dry location—installation location to be determined in consultation with DFO Technical Authority.
 - e) A Router for communications between the Processor Unit and the four WBTs. Router can be rack mounted or mounted to a wall/bulkhead in the same location as the WBTs.
 - f) Four split beam transducers: 38 kHz ES38-7, 70 kHz ES70-7C, 120 kHz ES120-7C and 200 kHz ES200-7C. Transducers can be mounted in a blister installed to the vessel's hull or in a blister deployed through the vessel's moon pool.
- 3) Transducer location and installation is a complex topic; therefore only an overview is given below:
 - a) All four transducers will be installed in a steel blister design to match the characteristics of the hull form of the charter vessel.
 - b) Blister location will be determined through consultation between the Contractor and a DFO Science Technical Authority.
 - c) If charter vessel has a moon pool, it will be used and the blister's design will be governed by the moon pool's dimensions.
 - d) If the blister is to be mounted to the vessel's hull, the following information should be used to select a site and guide its design:
 - i. The blister should be located between 1/3 and 1/2 the distance between the bow and stern of the vessel. Placement too close to the bow subjects the transducer faces to aeriated water when the vessel pitches. Locating the transducers aft of the vessel's mid-point increases their exposure to propeller and engine noise.
 - ii. The inboard vertical side of the blister should be spaced out from the side of the vessel's keel (port or starboard side) approximately 1 m, to reduce turbulent flow of water in a narrow passage between the keel and blister.

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- iii. The blister should be parallel with the keel to allow laminar water flow between the keel and blister.
 - iv. For a vessel with a rake keel, the base of the blister should be approximately 1 cm above the baseline of the vessel's keel. This should result in the blister's base being tilted slightly upwards towards the bow (approximately 2°), which will allow flowing water to meet the transducer faces directly and to enhance laminar flow.
 - v. For a vessel with non-sloped keel, the aft edge of the blister's base should be approximately 1 cm above the baseline of the vessel's keel and the blister's base should slope upwards towards the bow at an angle of approximately 2°.
 - vi. The blister should extend down from the hull as far as possible (noting the info given above); have vertical sides; a vertical leading edge; and a streamlined shape.
 - vii. The base of the blister should have drain holes along the outside edge of its base and along the interface between the blister and the vessel's hull (exact placement of all holes to be determined).
 - viii. The four transducers must be tightly co-located in the base of the blister so their acoustic beam patterns overlap to the maximum extent possible.
- e) An example of a blister meeting these guidelines is given in Annex 1.
- f) Similar guidelines should be followed for the design of a blister to be placed in a moon pool. For this arrangement the aft edge of the blister's base should be approximately 60 cm below the baseline of the vessel's keel.
- 4) Mounting flanges, mounting rings, cable ring assemblies, etc. for installation of the transducers into the base of the blister can be supplied by the transducer manufacturer and should be ordered with the transducers.
- 5) All four transducer cables should be installed in separate steel continuous conduits if specified by manufacturer. These conduits should be as close as possible to the transducers to a point above the vessel's freeboard line, where the four WBT Units will be installed.
- 6) The default cable length for all four transducers is 20 m. If longer cable lengths are required for an installation they must be specified when the transducers are ordered as no cable splices can be permitted.
- 7) Cable stuffing tubes must be installed to protect the transducer cables where they enter the lower ends of the conduits. Cable stuffing tubes can be purchased with the transducers from the manufacturer.
- 8) Watertight glands must be installed at the upper end of the conduits.
- 9) Transducer cables must be terminated with connectors provided by the manufacturer and accordance with the manufacturer's requirements.
- 10) The four WBTs and the Router Unit must be powered by a 120 VAC marine grade Uninterruptable Power Supply system that provides sufficient power for all five units.

- 11) Drawings for the blister design and placement, transducer arrangement, conduit routing, WBTs and Router installation, and EK80 Processor Unit and Display/Monitor arrangement in the electronic rack must be reviewed by a DFO Science Technical Authority before any installation work takes place on the charter vessel.
- 12) Kongsberg Maritime Ltd. must review drawings for the blister design and placement, transducer arrangement, conduit routing, WBTs and Router installation, and EK80 Processor Unit and Display/Monitor arrangement in the electronic rack; as well as oversee the installation of the blister and transducers and all other system components; commission the EK80 system; and participate in the first physical calibration of the system to rectify any system issues discovered. This work must be arranged and paid for by the Contractor and must occur prior to the commencement of the charter.

LAN and Signal Cable Requirements

- 1) Note the cables listed below do not include the ones described in the section Over-The-Side Operations with CTD probes and Bongo Nets.
- 2) If a trawl-mounted CTD probe will be used to collect oceanographic data, a 12 cm diameter (approximate) signal cable must be routed from the Control/Acoustic Workspace (or an alternative enclosed workspace if more suitable) to the aft end of the Trawl Deck, for transfer of data from the probe to a computer in the workspace. The cable will be installed by DFO Science staff in conjunction with the Contractor to ensure the cable will not be damaged, interfere with the operation and movement of equipment and staff, and staff safety.
- 3) A LAN cable, terminated on both ends and meeting the manufacturer's requirements, must be installed from the EK80 Processor Unit in the Control/Acoustic Workspace to the EK80 Router Unit. Router Unit's location to be determined.
- 4) A minimum of one terminated (both ends) CAT 5 (or better) data cable should be routed from the Control/Acoustic Workspace to the Bridge for as yet unspecified computer-to-computer communications.
- 5) A video cable (terminated on both ends with DB15 connectors) running from the EK80 electronic rack in the Control/Acoustic Workspace to the Bridge near the Centerline Console. It is required to provide the EK80 video signal from one of the EK80 display/monitors to a remote EK80 display/monitor on the Bridge.
- 6) A minimum of one terminated (both ends) CAT 5 (or better) data cable should be routed from one of the work-counters in the Control/Acoustic Workspace to the Trawl Catch Sampling Workspace. Two cables are preferred; one for each workbench in the Trawl Catch Sampling Workspace.
- 7) If required for the fishing trawl monitoring system, a 2-conductor shielded cable for sending NMEA serial depth data from the EK80 in the Control/Acoustic Workspace to the Bridge.

Operation of Charter Vessel's Echosounders and Sonars

- 1) The charter vessel's echosounders and sonars that are not required for safe navigation of the vessel must be powered down (i.e. turned off) while all aspects of the survey work are being conducted. This is necessary to ensure these acoustic systems do not transmit; thereby producing interference and bias in the data collected by the EK80 scientific echosounder. Bridge staff will be able to view

the echogram from the EK80 scientific echosounder in the Control/Acoustic Workspace via a remote 19" display/monitor that will be installed at the Bridge centerline console (or alternative location selected by the Contractor).

Storage of Science Equipment and Samples

- 1) The vessel must be equipped with a minimum of 4 m³ of freezer capacity with a sustained temperature of -20 degrees Celsius. Alternatively the Contractor could install portable deep freezers with equivalent capacity onboard the charter vessel. If this is done, an audible alarm system must be installed to detect a power failure to the freezers.
- 2) The vessel must have sufficient dry space for storing DFO equipment and sample boxes (minimum 20 m³) in addition to area for storage of a spare trawl and trawl spare parts.

Observation of Pelagic Seabirds

- 1) The vessel should have a sufficient seating area for one individual to sit/stand and look out the forward and side windows on one side of the bridge for observation of pelagic sea birds throughout the daylight hours, each day at sea.
- 2) Area should including a small space for a laptop computer.
- 3) A reliable DGPS NMEA navigational data feed should be provided for this computer.

Satellite Communications and Internet Service

- 1) The vessel must provide internet service for e-mail and Voice over internet communications at a minimum transfer rate of 400 mbps. A minimum of 40 GB of service over the period of the vessel charter is required.

Operational Requirements

- 1) The vessel and crew shall be available for the full period of the contract. Vessel crew will be responsible for all vessel operations, plus maintenance and repair of vessel equipment.
- 2) Crew must provide a familiarization tour of the ship for scientific personnel and inform them of safety equipment and procedures, ensuring the safety of equipment and personnel throughout duration of the contract, and provide safe working areas on the ship.
- 3) DFO staff will be responsible for the operation of all scientific equipment, collection and management of data, survey planning and transect arrangement, identification of locations for fishing sites, sorting and sampling of trawl catches, and collection of oceanographic data.
- 4) Crew must assist with the loading and unloading of science equipment as requested by science staff (e.g. shipboard crane operations, manual lifting and carrying of equipment and samples, etc.).
- 5) The vessel and crew shall accommodate two 12-hour science staff shifts (0000h-1200h and 1200h-2400h).
- 6) Sufficient officers and crew must be available to conduct fishing activities for a minimum of 18 hours during any given 24 hour period. Vessels crewed for 24 hour per day fishing operations will be rated more favourably as more survey work can be performed per day.

- 7) Crew must be available to operate the over-the side CTD and bongo net sampling equipment (i.e. winches and cranes or A-Frames) during both science staff shifts.
- 8) If requested by science staff, vessel crew must assist in the sorting of trawl catches (following guidance provide by science staff) and remove and discard fish offal from the Trawl Catch Sampling Workspace.
- 9) The Charter Vessel must maintain the condition and quality of the vessel's fishing equipment, warps and cables, plus all components of the Campelen 1800 trawl and its trawl doors as per detailed information provided in the Campelen Survey Manual.
- 10) In the event that the vessel needs to be modified/fitted for the specified scientific equipment, all expenses associated with the installation/de-installation of this equipment as specified in the Statement of Work will be the responsibility of the contractor and should be reflected in the vessel's daily rate.
- 11) In the event of damage to the net it shall be restored to its original dimensions as per detailed information provided in the Campelen Survey Manual,
- 12) If the vessel is unable to operate safely in the work area because of sea or weather conditions, as agreed to by the Captain (or representative) and Chief Scientist (or representative), for any more than 3 days then the Contractor will agree to extend the contract period, as necessary, to be determined by the Chief Scientist, to cover the lost time at Canada's expense.

Certificates and Documentation

- 1) The Bidder must provide an unconditional, valid copy of the vessel's Transport Canada certificate Minimum Safe Manning Document – Convention with a Trading Area of *Unlimited Voyage*, or international equivalent, for the duration of the contract.
- 2) The Bidder must provide a valid copy of the vessel's Transport Canada (or recognized organization) Safety Management Certificate or international equivalent.
- 3) The Bidder must provide a valid copy of the vessel's Transport Canada (or recognized organization) Safety Equipment Certificate or international equivalent.
- 4) The Bidder must provide proof (copy) that the Captain(s) and officer(s) of the vessel possess valid certificates of competency that meet or exceed the operation for size (gross tonnage) of the vessel and the area of Work (*Unlimited Voyage* or international equivalent).
- 5) The Bidder must provide proof (copies of certificates) that all crew members have valid Marine Emergency Duty (MED) A1 certificates or Standard for Training, Certification and Watch keeping (STCW Basic Safety).
- 6) The Bidder must provide a copy of the vessel's Health and Safety Plan that is consistent with Transport Canada Safety Inspection Certificates or international equivalents.
- 7) If the vessel is disabled or is not in running order or is laid up for greater than 24 hours without the consent of Canada, then Canada will not be liable for payment for the hire of the vessel during this period. If this period exceeds one week, Canada may terminate the Contract immediately for default.

- 8) If any gear or equipment necessary for the efficient operation of the vessel for the purpose of the Contract is not in good working order for any period of time, then the payment of hire will cease for the lost time, and if during the voyage the speed is reduced by a defect in or breakdown of any part of the hull, machinery or equipment, the time lost will be deducted from the hire. Canada will be the sole judge of the capability of the vessel.
- 9) If the vessel is unable to operate safely in the work area because of sea or weather conditions, as agreed to by the representative of the Contractor and the representative of Canada, then the charter for the day will be terminated and a pro-rated payment made to the Contractor for that period engaged in the Work in accordance with the terms of the Contract.
- 10) If the particulars furnished by the Contractor and set out in the Contract are incorrect or misleading, Canada may, at Canada's discretion, terminate the Contract for default.
- 11) Contractor is responsible for all costs associated with all port calls.
- 12) The vessel will be subject to inspection prior to commencement of survey. The adequacy of the vessel's accommodations, safety equipment and procedures, and space available for science activities will be evaluated. Issues of vessel safety, crew safety, and vessel cleanliness must be rectified at the Contractor's expense prior to commencement of the survey operations.

EQUIPMENT PROVIDED BY CANADA

All vessels:

- i) Computers for collection of biological data from fish sampled in the Trawl Catch Sampling Workspace.
- ii) Plankton sampling gear (Bongo frames, nets and depressor)
- iii) Two Campelen 1800 bottom trawls, doors and spare parts
- iv) Fish sampling equipment (measuring boards, knives etc.)

If not already fitted on vessel:

- v) Portable self-contained fume hood.
- vi) CTD for mounting to trawl headrope and associated data download cables.
- vii) CTD for over-the-side vertical casts.
- viii) Computer for CTD data acquisition.
- ix) Niskin bottles (perhaps)
- x) Computer with display for second EK80 system on Bridge.
- xi) Marine scientific balances (for installation in Trawl Catch Sampling Workspace)
- xii) EK80 Processor Unit.
- xiii) Complete WBT split beam transceiver for frequency band 25 kHz to 50 kHz, with software licence.
- xiv) Complete WBT split beam transceiver for frequency band 45 kHz to 90 kHz, with software licence.
- xv) Complete WBT split beam transceiver for frequency band 85 kHz to 170 kHz, with software licence.
- xvi) Complete WBT split beam transceiver for frequency band 150 kHz to 300 kHz, with software licence.

LICENSES AND PERMITS

The Contractor must obtain and maintain all permits, licenses, and certificates of approval required for the Work to be performed under any applicable federal, provincial, or municipal legislation. The Contractor is responsible for any charges imposed by such legislation or regulations. Upon request, the Contractor must provide a copy of any such permit, license, or certificate to Canada.

VESSEL INSPECTION

All bidders must be willing to make their vessel available for inspection by DFO personnel following the close of this expression of interest at a mutually agreeable time.

Annex 1.

Example of a blister and transducer mounting arrangement, conduits, and General Purpose Transceiver (GPT) mounting on the 63 m research vessel CCGS Teleost for a Simrad EK60 scientific echosounder system.

The four Simrad transducers (models ES38B, ES70-7C, ES120-7C and ES200-7C) are tightly co-located on the hull in the blister, which is nearly mid-ship, about 1 m away from the keel and on its starboard side. The design and mounting location was selected to minimize acoustic interference from water flow noise and from air bubbles drawn down along the vessel's hull and keel. Figure 1 is a drawing of the base of the Teleost blister. This blister was sized to accommodate a large 18 kHz transducer and other devices if/when they became available. These devices are not required for the fall 2018 offshore capelin hydro-acoustic and trawling survey. Consequently the blister for the charter vessel can be shorter in length and perhaps somewhat narrower, depending on the arrangement of the four transducers.

The transducer cables were installed in steel conduits (as per regulations and manufacturer's recommendations) from the hull blister location to the location of the GPTs on the deck below the Main (Trawl) Deck (see Photo 1). Photos 2 through 5 show views of the Teleost blister.

Figure 1. Transducer arrangement in the base of the blister/

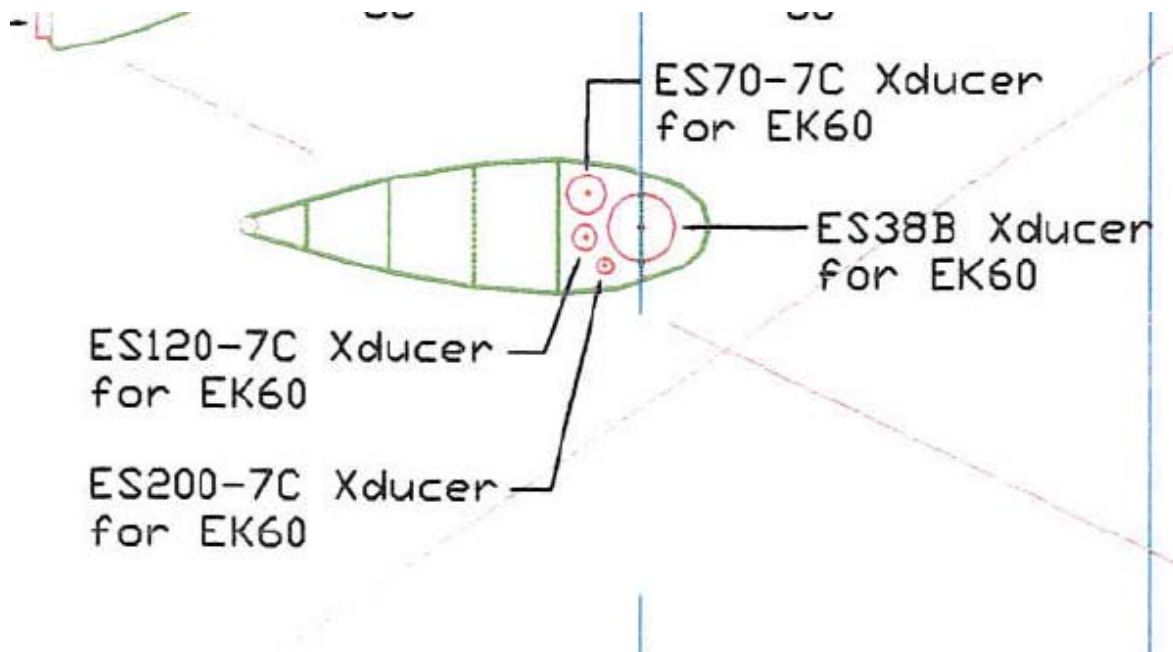


Photo 1. GPT units, junction boxes (under GPTs), transducer conduits, and transducer cables between junction boxes and conduits.



Photo 2. View of Teleost blister looking aft. The blister is located about 1 meter outboard of the keel.



Photo 3. View of Teleost blister looking forward.



Photo 4. View of the outboard side of the blister showing the transducer and cable access plate.



Photo 5. View of the blister's base and transducers, looking forward.



ANNEX "B"

BASIS OF PAYMENT

BASIS OF PAYMENT:

Subject as hereinafter provided, you will be paid the cost reasonably and properly incurred in performance of the work; Harmonized Sales Tax extra and to be shown as a separate item on all claims for payment, in accordance with the following:

Bidders are to provide firm, all-inclusive rates for each of the following:

1. Vessel Charter, Sea Days for up to an estimated 60 days at a firm all-inclusive daily rate of \$ _____ per day. Estimated: \$ _____

2. Vessel Charter, Land Days for up to an estimated 5 days at a firm all-inclusive daily rate of \$ _____ per day. Estimated: \$ _____

Weather Delays are to be billed at a firm hourly rate up to a maximum of 8 hours per day. Payment for weather delays will be pro-rated depending on the number of hours delayed. The successful contractor will only be permitted to invoice for these hours if used.

3. Weather delays at a firm hourly rate of \$ _____ per hour for an Estimated 32 hours. Estimated: \$ _____

Option for Additional Days:

4. Vessel Charter, Sea Days for up to an estimated 20 days at a firm all-inclusive daily rate of \$ _____ per day. Estimated: \$ _____

TOTAL BID: \$ _____

ANNEX “C” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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

ANNEX "D"

INSURANCE REQUIREMENTS

Marine Liability Insurance

The Contractor must obtain protection and indemnity insurance that must include excess collision liability and pollution liability. The insurance must be placed with a member of the International Group of Protection and Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the [Marine Liability Act](#), S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by Worker's Compensation as detailed in paragraph (2.) below.

2. The Contractor must obtain worker's compensation insurance covering all employees engaged in the Work in accordance with the statutory requirements of the territory or province or state of nationality, domicile, employment, having jurisdiction over such employees. If the Contractor is subject to an additional contravention, as a result of an accident causing injury or death to an employee of the Contractor or subcontractor, or due to unsafe working conditions, then such levy or assessment must be paid by the Contractor at its sole cost.
3. The protection and indemnity insurance policy must include the following:
 - a. Additional insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Waiver of subrogation rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Department of Fisheries and Oceans and Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.
 - c. Notice of cancellation: The insurer will endeavour to provide the Contracting Authority with a 30 calendar days prior written notice of cancellation.
 - d. Cross liability and separation of insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - e. Litigation rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), R.S.C. 1985, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

ANNEX E

EVALUATION CRITERIA

BIDDERS' PROPOSAL

The Bidders' proposal must demonstrate that similar services to those described in the Statement of Work (Annex "C" herein) have been provided and the information provided will be used to assess against both the Mandatory Criteria and the Point-Rated criteria. The Bidder shall cite specific examples from their work history that will address both criterions. For the purposes of this Request for Proposal (RFP), "experience" shall refer to the experience the Bidders' Commanding Officer and crew have in performing the operation mentioned in the criterion

The Bidders' proposal should contain a statement of the name under which the Charter is legally incorporated and a statement of the Canadian or foreign ownership of the firm, if applicable.

In addition to addressing the noted requirements, the Bidder's **Financial Proposal** (reference Annex "B" herein) must include a daily rate for the vessel charter costs.

MANDATORY CRITERIA:

Proposals will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Bidders' Proposals must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Proposals not meeting the mandatory criteria will be excluded from further consideration.

Those proposals that are found to meet the Mandatory Criteria shall be evaluated further against the Point-Rated Criteria. All compliant proposals will be ranked based on highest combined Point-Rated Criteria points and Cost evaluation points.

*****The Bidder must include the following tables in their proposal, indicating that their proposal meets the Mandatory Criteria or Point Rated Criteria, providing the proposal page number, section that contains information to verify that the criteria has been met or insert the information within the appropriate table.**

EVALUATION FORM – MANDATORY CRITERIA

MANDATORY CRITERIA	Meets Criteria Yes/No	BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).
Vessel Certification and Documentation		
M1 The Bidder must clearly demonstrate that the Vessel is equipped for continuous operations for a period of up to 30 days (e.g., endurance range of Vessel, provisions, water making system, etc.).		
M2. The Bidder must clearly demonstrate that the vessel has a minimum ice classification of ICE-B (Det Norske Veritas Classification), or equivalent.		
M3. The Bidder must clearly demonstrate that the vessel has sufficient propulsion power to tow a Campelen 1800 shrimp trawl with 4.3 m ² Morgère polyvalent trawl doors at 5 knots in water depth up to 600 m.		
M4. The Bidder must clearly demonstrate that the vessel will be ballasted during the charter to maintain sea-kindliness. Fuel oil required to fulfill the 30 day at-sea endurance requirement cannot be considered as ballast.		
M5. The Bidder must clearly demonstrate that the vessel carries sufficient officers and crew to safely operate the vessel and carryout hydro-acoustic surveying of the transit lines 24 hours per day. In addition, there must be sufficient officers and crew to conduct fishing activities for a minimum of 18 hours during any given 24 hour period.		
M6. The Bidder must clearly demonstrate that the vessel's captain have at least 5 years' experience commanding a commercial fishing trawler(s) and/or an offshore research vessel.		

MANDATORY CRITERIA	Meets Criteria Yes/No	BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).
M7. The Bidder must clearly demonstrate that the vessel's officers in charge of fishing operations and boson(s) have at least 5 years' experience fishing, maintaining and repairing fishing trawls of equal or greater size to the Campelen 1800 shrimp trawl.		
M8. The Bidder must clearly demonstrate that the vessel, has a heated ($15^{\circ}\text{C} \pm 2^{\circ}\text{C}$) trawl catch sampling workspace at least 20 m ² with a ceiling height of not less than 2 m, on the main deck or the deck below the main (trawl) deck. It must include a stainless steel sorting table (0.9 m H x 2 m L x 1.2 m D) with either automatic delivery or manual deliver via ships personnel. Clean seawater must be provided to wash down workbench, sorting conveyor and the workspace. The workspace must have sufficient lighting, 120 VAC electrical receptacles from a marine grade UPS, a phone system to communicate with the bridge and other science work spaces, at least 1 CAT 5 or better data cable.		

MANDATORY CRITERIA	Meets Criteria Yes/No	BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).
<p>M9. The Bidder must clearly demonstrate that the vessel, has a heated (19°C ± 2°C) control/acoustic workspace at least 10m² with a ceiling height of not less than 2m, on the main (trawl) deck or 1 deck level above. It must contain 3 work counters (70 cm H x 2 m L x 60 cm D) each with space underneath for 2 office chairs, 2 120VAC, 8 outlet power bars compliant with CCG TB #6-2004, or a min. of 4 duplex receptacles for each counter, 120VAC powered from a marine grade UPS, sufficient overhead lighting, 4 office chairs with armrest, high backs, pneumatic lift cylinder and no casters, several drawers and bookshelves, 1 electronic rack for EK80 processor and 2 19" rack mounted displays/monitors can be installed if not ship supplied. A reliable DGPS NEMA data feed (from bridge), which is split/buffer with a min. four RS232 output ports, and navigation info must be in NEMA format, at least 1 CAT 5 or better data cable for unspecified equipment to the bridge, a phone system to communicate with the bridge and other science work spaces, a DB15 double terminated video cable from EK80 rack to bridge, at least 1 CAT 5 or better data cable to the trawl catch sampling workspace, a 2-conductor shielded cable for sending NEMA serial data from EK80 to the bridge for input into the fishing trawl monitoring system, and if the over-the-side operations computer is installed in this workspace the cables to support this operation.</p>		

MANDATORY CRITERIA	Meets Criteria Yes/No	BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).
<p>M10. The Bidder must clearly demonstrate that the vessel, has a workspace for over-the-side operations with CTD probes and Bongo Nets, on the main (trawl) deck or 1 deck level above. The workspace should be adjacent to the side of the vessel. It must include a marine outdoor phone system to communicate with the bridge and other science work spaces, for CTD operations must be fitted with a LARS (crane or A-frame) system rated at safe working load of 1.5 metric tons for vertical CTD deployment fitted with a min. 1000 m multi-strand mechanical cable with diameter between 4-7 mm and min. breaking strength of 1.0 metric tons, also, equipped with a LARS (crane or A-frame) system rated at safe working load of 3 metric tons, for zooplankton sampling with bongo net, which includes a winch fitted a min. of 1000 m of an electro-mechanical cable that has a min. of 3 20 gauge (AWG) insulated stranded copper conductor with a breaking strength of 3 metric tons and slip ring. The over-boarding arrangement must be equipped with a metering system to display the amount of cable deployed, including speed of deployment and recovery. The display should be visible to winch operator in all lighting and weather conditions.</p>		

MANDATORY CRITERIA	Meets Criteria Yes/No	BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).
<p>M11. The Bidder must clearly demonstrate if the vessel, has a Simrad EK80 multi-frequency scientific echo sounder system. If not, then one must be installed. The system will have the following Simrad components, rack mounted EK80 processor in the control/acoustic workspace, 2 19" rack mounted display/monitors in the control/acoustic workspace, a 19" display/monitor on the bridge near the fishing trawl monitoring system, 4 split beam Wide Band Transceivers (WBTs) and a router for communications between processor and WBTs to be rack mounted or mounted to a wall/bulkhead for operating frequencies; 38 kHz, 70 kHz, 120 kHz, 200 kHz. Four split beam transducers can be mounted in blister on vessel's hull or in a blister deployed through the vessel's moon pool at the following frequencies; 38 kHz ES38-7, 70 kHz ES-70-7C, 120 kHz ES120-7C and 200 kHz ES200-7C. Blister location will be determined through consultation between the Contractor and a DFO Science Technical Authority. See contract document for additional guidelines and additional details.</p>		
<p>M12. The Bidder must clearly demonstrate that the Vessel can accommodate a minimum of 8 scientific personnel (individuals consisting of both genders) for the duration of the mission. This includes:</p> <ul style="list-style-type: none"> • provide sleeping accommodations (max of 2 person/cabin/2 bunks); • provide a minimum of 3 on-board meals per 12 hour shift (00:00-12:00 and 12:00-24:00); • provide drinking water, toilets, sinks, showers, and hot water, once weekly supply clean towels/facecloth, and bedding; • provide at least 2 washers and dryers for personal laundry. 		

MANDATORY CRITERIA	Meets Criteria Yes/No	BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).
M13. The Bidder must clearly demonstrate that the Vessel has sufficient lifesaving equipment for both the crew and 8 scientific personnel.		
M14. The Bidder must clearly demonstrate that the Vessel is completely rigged for trawling or demonstrate a plan whereby the vessel will be modified in order to permit it to fish and monitor a Campelen 1800 trawl on bottom and/or a max depth of up to 600 m at a max speed of 5 knots.		
M15. The Bidder must clearly demonstrate that the Vessel has sufficient dry space for storing DFO equipment and sample boxes (minimum required is 20 m ³ [215 ft ³]), in addition to area for storage of a spare trawl and trawl parts. The Bidder must state how much dry space is available on the Vessel.		
M16. The Vessel must provide freezer storage space of 4m ³ at a sustained - 20°C or the contractor could install portable freezers with equal capacity. If this is done an audible loss of power alarm system must be installed.		

EVALUATION FORM – POINT-RATED CRITERIA

Proposals meeting **ALL** Mandatory Criteria will be evaluated and rated against the following Point-Rated Criteria, using the evaluation factors specified for each criterion. It is imperative that these criteria be addressed in sufficient depth in the Bidders' proposal to substantiate the Bidder's response and to permit the Evaluation Team to rate the proposals accordingly.

RATED CRITERIA	Criteria #	BIDDER RESPONSE (bidder must substantiate response as much as possible)
<p>The Bidder must clearly demonstrate that the vessel has a minimum overall length of not less than 46 meters.</p> <ul style="list-style-type: none"> • Vessel 46-53 meters: 10 points • Vessel 54-55 meters: 20 points • Vessel 56-60 meters: 30 points 	R1	
<p>The Bidder must clearly demonstrate that the vessel is able to conduct all survey work in at least Beaufort sea-state 5.</p> <ul style="list-style-type: none"> • Capable of working in sea-state 6: 20 points • Capable of working in sea-state 7 or above: 30 points 	R2	
<p>Can the Bidder clearly demonstrate that the vessel is able to maintain a minimum speed of 10 knots in at least Beaufort sea-state 3 on a continuous basis (24 hrs /day) for the full 30 day endurance period?</p> <ul style="list-style-type: none"> • 10 points 	R3	
<p>Can the Bidder clearly demonstrate that the vessel has been actively used within the past 12 months for commercial trawling or fisheries research with trawl gear of equal size to the Campelen 1800 shrimp trawl with 4.3 m² Morgère?</p> <ul style="list-style-type: none"> • 10 points 	R4	

ANNEX "F" to PART 5 OF THE BID SOLICITATION

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

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

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

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

Complete both A and B.

A. Check only one of the following:

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

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

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

OR

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

B. Check only one of the following:

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

OR

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

ANNEX "G"
INFORMATION FOR CODE OF CONDUCT CERTIFICATION
(TO BE COMPLETED BY OFFEROR)

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

2. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

3. For a Joint Venture - the names of all current members of the Joint venture;

4. For an individual - the full name of the person
