



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Travaux publics et Services gouvernementaux  
Canada  
Place Bonaventure,  
800 rue de la Gauchetière Ouest  
Voir aux présentes - See herein  
Montréal  
Québec  
H5A 1L6  
FAX pour soumissions: (514) 496-3822

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> Boris Mobile travelling interactive	
<b>Solicitation No. - N° de l'invitation</b> K2C94-181217/B	<b>Date</b> 2018-10-01
<b>Client Reference No. - N° de référence du client</b> K2C94-18-1217	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$MTB-765-15049	
<b>File No. - N° de dossier</b> MTB-7-40414 (765)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-10-17</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Heure Avancée de l'Est HAE
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Carignan, Félix-A.	<b>Buyer Id - Id de l'acheteur</b> mtb765
<b>Telephone No. - N° de téléphone</b> (514) 210-7937 ( )	<b>FAX No. - N° de FAX</b> (514) 496-3822
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> MINISTERE DE L'ENVIRONNEMENT Patrice Levesque 160 CH. DU TOUR DE L ISLE MONTREAL Québec H3G 4G8 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

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

**Issuing Office - Bureau de distribution**

Travaux publics et Services gouvernementaux Canada  
Place Bonaventure, portail Sud-Oue  
800, rue de La Gauchetière Ouest  
7e étage, suite 7300  
Montréal  
Québec  
H5A 1L6

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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Modules interactifs «Boris Mobile» Réalisation de quatre modules interactifs itinérants.	K2C94	K2C94	1	Chaque	\$	XXXXXXXXXXXX			

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**This bid solicitation cancels and supersedes previous bid solicitation number K2C94-181217/A dated 2018-07-25 with a closing of 2018-08-22 at 2:00 PM EDT.**

**A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.**

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Statement of Work**

The Work to be performed is detailed under Annex A of the resulting contract clauses.

### **1.2 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 10 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### **1.3 Trade Agreements**

The requirement is not subject to any Trade Agreements.

## **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>) 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 (2018-05-22) 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

#### **2.1.1 SACC Manual Clauses**

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

### **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**

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.
- h. 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 ten (10) 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.

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MTB-7-40414

Buyer ID - Id de l'acheteur  
MTB 765  
CCC No. / N° CCC / N° VME - FMS

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## **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 Quebec.

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

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

### **3.1 Bid Preparation Instructions**

Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted

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

Section I: Technical Bid (1 hard copy and 1 electronic copy on CD/DVD/USB key)  
Section II: Financial Bid (1 hard copy and 1 electronic copy on CD/DVD/USB key)  
Section III: Certifications (1 electronic copy on CD/DVD/USB key)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy."

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

Canada requests that bidders follow the format instructions described below in the preparation of 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](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

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

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

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work. Bidders will be evaluated as per the table of mandatory technical criteria in **Annex 1 to Part 4 - Mandatory Technical Criteria Table**.

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

Bidders must submit their financial in accordance with the Basis of Payment.

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

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex 1 to Part 3 - Electronic Payment Instruments, to identify which ones are accepted.

If Annex 1 to Part 3 - 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.

### 3.1.2 Price Breakdown

Bidders are requested to detail the following elements for expenses in the performance of each task, milestone or phase of the Work, as applicable:

(a) Labour: For each individual and (or) labour category to be assigned to the Work, indicate:

i) the hourly rate, inclusive of overhead and profit; and ii) the estimated number of hours.

(b) Equipment: Specify each item required to complete the Work and provide the pricing basis of each one, Canadian customs duty and excise taxes included, as applicable.

(c) Materials and Supplies: Identify each category of materials and supplies required to complete the Work and provide the pricing basis.

(d) Travel and Living Expenses: Indicate the number of trips and the number of days for each trip, the cost, destination and purpose of each journey, together with the basis of these costs which must not exceed the limits of the National Joint Council (NJC). With respect to the NJC's Directive, only the meal and private vehicle allowances specified in Appendices B, C and D of the Directive <http://www.njc-cnm.gc.ca/directive/travelvoyage/index-eng.php>, and the other provisions of the Directive referring to "travellers", rather than those referring to "employees", are applicable. The Treasury Board Secretariat's Special Travel Authorities, [http://www.tbssct.gc.ca/pubs\\_pol/hrpubs/tbm\\_113/statb-eng.asp](http://www.tbssct.gc.ca/pubs_pol/hrpubs/tbm_113/statb-eng.asp), also apply.

(e) Subcontracts: Identify any proposed subcontractor and provide for each one the same price breakdown information as contained in this article.

(f) Other Direct Charges: Identify any other direct charges anticipated, such as long distance communications and rentals, and provide the pricing basis.

(g) Applicable Taxes: Identify any Applicable Taxes separately.

### 3.1.3 Exchange Rate Fluctuation

C3011T 2013-11-16), Exchange Rate Fluctuation

### Section III: Certifications

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

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

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

The bidder must offer products meeting all the technical specifications and components described in Annex A. Bids will be evaluated on the mandatory technical requirements of Annex 1 to Part 4.

The bidder must clearly demonstrate how the products offered meet all the mandatory technical criteria in Annex 1 to Part 4. The mere mention that it meets the criteria is not enough. The bidder must provide sufficient detail to enable a full assessment.

Any proposal that does not clearly demonstrate compliance with each of the technical requirements listed in the table "Mandatory Technical Criteria" (Annex 1 to Part 4, will be considered non-responsive.

Only proposals that meet the mandatory criteria will be subject to financial evaluation. Bids that do not meet these conditions will be rejected.

#### **4.1.2 Financial Evaluation**

##### **4.1.2.1 A0220T (2014-06-26), Evaluation of Price - Bid**

The Bidder must complete and include with its proposal the **Annex B - Basis of Payment**

### **4.2 Basis of Selection**

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

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

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## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

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

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

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

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

#### **5.1.2 Canadian Content Certification**

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the services offered are Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the services offered being treated as non-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*.

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

### **5.2 Certifications Precedent to Contract Award and Additional Information**

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

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

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

## 5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

## 5.2.3 Status and Availability of Resources

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

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

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

### **6.1 Security Requirements**

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

### **6.2 Statement of work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled \_\_\_\_\_, dated \_\_\_\_\_.

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

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

#### **6.3.1 General Conditions**

2010B (2018-06-21), General Conditions – Professional Services (Medium Complexity), apply to and form part of the Contract.

### **6.4 Term of Contract**

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

The period of the Contract is from date of Contract award to \_\_\_\_\_ inclusive.

### **6.5 Authorities**

#### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Félix-Antoine Carignan  
Supply Agent  
Public Works and Government Services Canada  
Acquisitions Branch, Quebec Region  
800 de la Gauchetière Street West  
South-West Portal, Suite 7300  
Montreal (Quebec)  
H5A 1L6

Telephone: 514-210-7937  
Facsimile: 514-496-3822  
E-mail address: felix-antoine.carignan@tpsgc-pwgsc.gc.ca

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

### 6.5.2 Project Authority *(To be completed at contract award)*

The Project Authority for the Contract 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.

### 6.5.3 Contractor's Representative *(To be completed at contract award)*

6.5.3.1 The Contractor's Representative for the Contract:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6.6 Proactive Disclosure of Contracts with Former Public Servants

*SACC Manual* clause A3025C (2013-03-21) Proactive Disclosure of Contracts with Former Public Servants

## 6.7 Payment

### 6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B for a cost of \$ \_\_\_\_\_ (insert at contract award). Customs duties are included and Applicable Taxes are extra.

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

### 6.7.2 Method of Payment

*SACC Manual* clause H3010C (2016-01-28), Milestone Payments

### 6.7.3 Limitation of Price

SACC *Manual* clause C6000C (2017-08-17), Limitation of Price

### 6.7.4 Electronic Payment of Invoices – Contract

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

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

### 6.8 Invoicing Instructions

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- a. all information required on form PWGSC-TPSGC 1111;
  - b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
  - c. the description and value of the milestone claimed as detailed in the Contract.
2. Applicable Taxes, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
  3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Project Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

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

### 6.9 Certifications and Additional Information

#### 6.9.1 Compliance

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

## 6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. *(To be completed at contract award)*

## 6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010B (2018-06-21), General Conditions – Professional Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated \_\_\_\_\_. *(To be completed at contract award)*

## 6.12 Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)

## 6.13 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## 6.14 Insurance

SACC Manual clause G1005C (2016-01-28), Insurance

**ANNEX A**

**STATEMENT OF WORK**

**Design and manufacture of six “Boris Mobile” travelling interactive exhibit unit**

**1. CONTEXT**

The Government of Canada’s environmental health program raises awareness among the general public, health professionals, NGOs, etc., at fairs and various other events across Canada. Therefore, we would like to develop a traveling, more compact model of an interactive exhibit unit on display at the Biosphere Environment Museum.

**2. PURPOSE**

To manufacture an interactive module that displays the harmful effects of certain chemicals on human health. The module is a fake 3D cross-section of a human silhouette, in the form of a vertical light box. Users interact through a didactic panel with buttons connected to lit-up responses on the human body. We would like to obtain six identical copies of the interactive module.

**3. TECHNICAL SPECIFICATIONS REQUIRED FOR THE MODULE**

	<b>Where in your bid the information can be found?</b>
<b>Boris travelling unit (model of a human body), 6 copies</b>	
<b>3.1 Dimensions of each human body</b>	
<b>3.1.1</b> Height: 72 to 78 inches	
<b>3.1.2</b> Width: 20 to 24 inches	
<b>3.1.3</b> Depth: Fake 3D cross-section of up to 6 inches	
<b>3.2 Assembly</b>	
<b>3.2.1</b> Can be disassembled into a maximum of 3 pieces	
<b>3.2.2</b> Wiring and lights inside the module and not visible	
<b>3.3 Specifications for each electrical panel</b>	
<b>3.3.1</b> Electrical didactic panel (6 panels in total:1 per complete module)	

<b>3.3.2</b> Size of each panel : Maximum of 4 square feet	
<b>3.3.3</b> Wired connected freestanding panel	
<b>3.3.4</b> Panel with 12 electrical buttons (1 button per chemical)	
<b>3.4 Lit-up responses on the human body</b>	
<b>3.4.1</b> One lit-up response per chemical (one response may affect various organs)	
<b>3.5 Organs</b>	
<b>3.5.1</b> Number of organs: 17	
<b>3.6 Structure</b>	
<b>3.6.1</b> Freestanding	
<b>3.6.2</b> Fully stable on ground	
<b>3.6.3</b> Black solid color closed back	
<b>3.7 Acceptable manufacturing materials</b>	
<b>3.7.1</b> 80% Minimum of Aluminum (Dibond-type), Plexiglas or Acrylic (Please specify other materials, if any, and their percentage)	
<b>3.8 Transport case</b>	
<b>3.8.1</b> Individual padded transport case (6 cases in total : 1 per complete module)	
<b>3.8.2</b> Maximum volume of 8 cubic feet	
<b>3.8.3</b> 30 inches maximum (height, width or depth)	
<b>3.8.4</b> Equipped with 4 wheels including 2 swivel and at least a handle	
<b>3.9 Overall characteristics</b>	
<b>3.9.1</b> Total maximum weight of 35 kg (for a module in his case)	
<b>3.10 Protective cover for transport wrapping</b>	
<b>3.10.1</b> Protective cover must be made with tear-resistant fabric, Carlite-type Please specify the type of fabric proposed.	
<b>3.10.2</b> Must cover the entire mobile and the didactic panel	

#### 4. DESCRIPTION OF DELIVERABLES AND MANDATE

The Contractor will:

- Manufacture 6 complete interactive modules;
- Provide the final manufacturing and design plans for approval (see timeline);
- Provide graphics for the human body and didactic panel with buttons;
- Take constraints and desired functionalities into account;
- Organize a workshop meeting for prototype testing and validation of mid-point module completion details;
- Provide and install all required electronic equipment and lighting systems;
- Make sure that the edges and surfaces are not sharp to the touch;
- Build the mobile precisely and have access to replaceable parts (bulbs, boutons); and
- Deliver a module installation demonstration at the Health Canada offices (1001 Saint-Laurent Street West, Longueuil) the week following delivery.

The Biosphere will provide:

- The list of 12 chemicals and associated responses (see Annex A-1);
- The introductory text on the panel with the buttons; and
- Identification of the bodily organs to be displayed.

#### 5. TIMELINE FOR DELIVERABLES

Deliverables	Timeline	Payment
1. Submission of final design and technical plans	2 weeks after receipt of contract	20% of the total cost
2. Workshop visit for prototype testing	1 month after receipt of contract	
3. Delivery of 6 complete interactive modules and installation demonstration	No later than 2 months after receipt of contract	80% of the total cost
4. Assembly demonstration at Health Canada offices	No later than 1 week after delivery	

**ANNEX A-1**

**Tableau des réponses lumineuses des organes par substance chimique/ Table of luminous responses of organs by chemical substance**

		Organes																		
		#1 Bouche / Mouth	#2 Gorge / Throat	#3 Yeux / Eyes	#4 Estomac / Stomach	#5 Os / Bones	#6 Reins / Kidneys	#7 Cœur / Heart	#8 Sang / Blood	#9 Foie / Liver	#10 Peau / Skin	#11 Cerveau / Brain	#12 Système cardiovascul aire/ Cardiovascul ar System	#13 Système nerveux central/ Central Nervous System	#14 Système immunitaire / Immune System	#15 Système endocrinien / Endocrine System	#16 Système reproducteur / Reproductive System	#17 Poumons / Lungs		
1	Substances chimiques / Chemicals  Amiante / Asbestos																			
2	Benzène (COV) / Benzene (VOC)																			
3	Monoxyde de carbone / Carbon monoxide / CO																			
4	Plomb / Lead / Pb																			
5	Dioxyde d'azote / Nitrogen dioxide / NO <sub>2</sub>																			
6	Moisissures / Mould																			
7	Radon / Rn																			
8	Formaldéhyde (COV) / Formaldehyde (VOC)																			
9	Acide borique / Boric Acid																			
10	Mercury / Mercury / Hg / MeHg																			
11	Bisphénol A / Bisphenol A / BPA																			
12	Ozone / O <sub>3</sub>																			

**ANNEX B**

**BASIS OF PAYMENT**

**SCHEDULE OF MILESTONES**

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

<b>Milestone No.</b>	<b>Deliverable</b>	<b>Firm Amount</b>	<b>Delivery Date</b>
1			
2			
3			
Etc			

**Total Firm Price CAN \$** \_\_\_\_\_  
**(Taxes Extra, if applicable)**

## **ANNEX 1 to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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

**ANNEX 1 to PART 4 of the BID SOLICITATION**

**TABLE OF MANDATORY TECHNICAL CRITERIA**

<b>Boris Mobile (model of a human body), 6 copies</b>	<b>Compliant</b>	<b>Non-compliant</b>	<b>Where in your bid the information can be found?</b>
<b>3.1 Dimension of each human body</b>			
3.1.1 Height: 72 to 78 inches			
3.1.2 Width: 20 to 24 inches			
3.1.3 Depth: Fake 3D cross-section cut of up to 6 inches			
<b>3.2 Assembly</b>			
3.2.1 Can be disassembled into a maximum of 3 pieces			
3.2.2 Wiring and lights inside the module and not visible			
<b>3.3 Specifications for each electrical panel</b>			
3.3.1 Electrical didactic panel (6 panels in total:1 per complete module)			
3.3.2 Size of each panel : Maximum of 4 square feet			
3.3.3 Wired connected freestanding panel			
3.3.4 Panel with 12 electrical buttons (1 button per chemical)			
<b>3.4 Lit-up responses on the human body</b>			
3.4.1 One lit-up response per chemical (one response may affect various organs)			
<b>3.5 Organs</b>			
3.5.1 Number of organs: 17			

<b>Boris mobile (mobile mock-up of a human body), six copies</b>	<b>Compliant</b>	<b>Non-compliant</b>	<b>Where in your bid the information can be found</b>
<b>3.6 Structure</b>			
<b>3.6.1</b> Freestanding			
<b>3.6.2</b> Fully stable on ground			
<b>3.6.3</b> Black solid color closed back			
<b>3.7 Acceptable manufacturing materials</b>			
<b>3.7.1</b> 80% Minimum of Aluminum (Dibond-type), Plexiglas or Acrylic (Please specify other materials, if any, and their percentage)			
<b>3.8 Transport case</b>			
<b>3.8.1</b> Individual padded transport case (6 cases in total : 1 per complete module)			
<b>3.8.2</b> Maximum volume of 8 cubic feet			
<b>3.8.3</b> 30 inches maximum (height, width or depth)			
<b>3.8.4</b> Equipped with 4 wheels including 2 swivel and at least a handle			
<b>3.9 Overall characteristics</b>			
<b>3.9.1</b> Total maximum weight of 35 kg (for a module in his case)			
<b>3.10 Protective cover wrapping</b>			
<b>3.10.1</b> Protective cover must be made with tear-resistant fabric, Carlite-type Please specify the type of fabric proposed.			
<b>3.10.2</b> Must cover the entire mobile and the didactic panel			