



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

**Bid Receiving - PWGSC / Réception des
soumissions – TPSGC**

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A 0S5

Bid Fax: (819) 997-9776

**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

Invitation to Qualify - Invitation à se qualifier

Title - Sujet FAcT - INVITATION TO QUALIFY	
Solicitation No. - N° de l'invitation W3471-130001/K	Date 2018-11-15
Client Reference No. - N° de référence du client W3471-130001	
GETS Reference No. - N° de référence de SEAG PW-\$\$NP-002-27061	
File No. - N° de dossier 002np.W3471-130001	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-11-30	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Pope(002np), Kathryn	Buyer Id - Id de l'acheteur 002np
Telephone No. - N° de téléphone (613) 971-6318 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TPSGC.PAFFE-APFAcT.PWGSC@tpsgc-pwgsc.gc.ca	

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

Future Aircrew Training (FAcT) / Formation du personnel
navigant de l'avenir (FPNA)

25 Nicholas, 17th Floor

Ottawa

Ontario

K1A 0S5

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 Phases of the Solicitation

The solicitation for the Future Aircrew Training (FAcT) program will take place in three phases:

- Phase 1 – Invitation to Qualify (ITQ): Qualification of the “Qualified Suppliers”;
- Phase 2 – Engagement: Engagement with the Qualified Suppliers (including site visits, workshops, dialogue, submission of draft solicitation documents for comments, etc.);
- Phase 3 – Request for Proposal (RFP): Competitive procurement process between the Qualified Suppliers.

1.2 Phase 1 – ITQ

1.2.1 Purpose

The purpose of Phase 1 – ITQ is to qualify the suppliers that will be invited to participate in Phase 2 – Engagement and Phase 3 – RFP of the FAcT program solicitation. The expression “Qualified Supplier” identifies those suppliers that have demonstrated, through a formal evaluation conducted during Phase 1 – ITQ, their ability to deliver a complex, large-scale aircrew training services program. This evaluation will include:

- Annex A - ITQ Technical Mandatory Requirements;
- Administrative Requirements (identified in this document and listed at Annex B - Certificate of Compliance); and
- Acknowledgement and acceptance to meet the future security, financial capability and Industrial and Technological Benefits (ITB) Requirements listed herein by submitting a response to the ITQ.

No contract will be awarded at the end of Phase 1 – ITQ.

Canada reserves the right to modify, change, or terminate, at its sole discretion, any or all of the Phases of the solicitation for the FAcT program.

1.2.2 Requirements

There are no rated requirements nor is any price data required under this ITQ. Where an Administrative Requirement is provided within the main body of this ITQ document, the designation “**Administrative Requirement**” has been inserted following the requirement. The Technical Mandatory Requirements are detailed in Annex A - ITQ Technical Mandatory Requirements.

1.3 FAcT Program Overview

The FAcT program will develop a relevant, flexible, responsive and effective aircrew training program for military pilots, Air Combat Systems Officers (ACSOs) and Airborne Electronic Sensor Operators (AES Ops) to meet future aerospace requirements of the Canadian Armed Forces. Aircrew training is vital to support the roles and missions assigned to the Canadian Armed Forces and has a significant role to play in enabling Canada’s new defence policy: Strong, Secure, Engaged. Aircrews are the core of a combat capable, multi-purpose air force and are essential to the missions of the Royal Canadian Air Force.

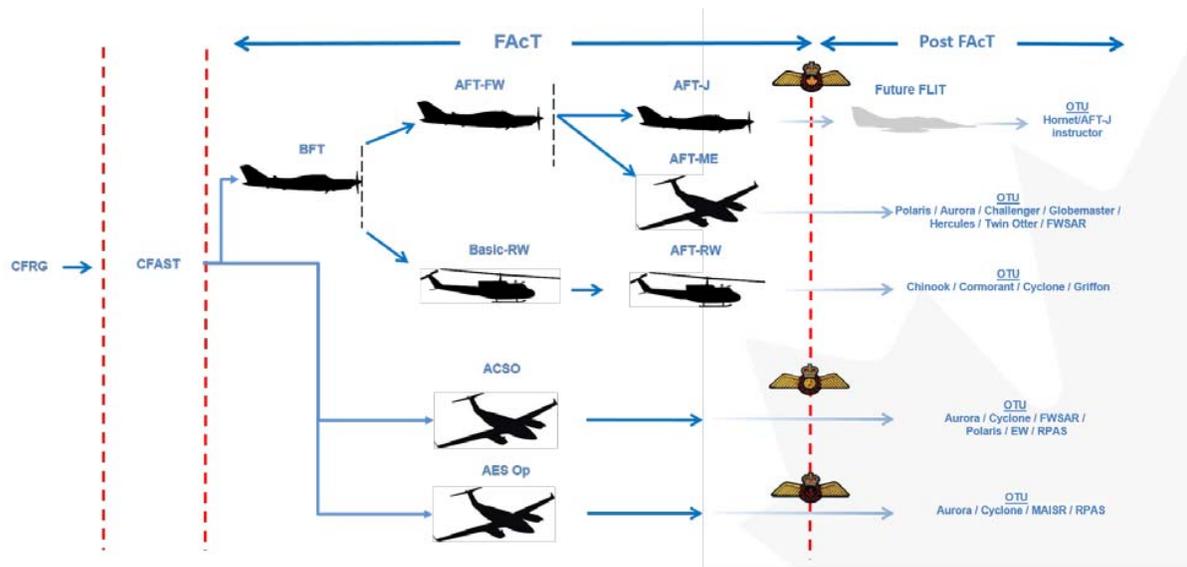
1.4 Scope

The Department of National Defence (DND) is seeking an aircrew training services provider in support of the FAcT program. These services will be provided in collaboration with DND. The scope of the goods and services to be provided by the successful FAcT Supplier will include courseware development, flight training in live aircraft and simulators, classroom instruction, and all support services required to enable the FAcT program—such as aircraft, ground-based training systems (GBTS), simulator and infrastructure

asset management, base support functions, air traffic control, and on-site support activities—for the duration of the service contract (i.e., likely for a period of 20 or more years).

In accordance with Figure 1: FAcT Conceptual System Design (which is subject to change for Phase 3 – RFP), the scope of the FAcT program includes the following:

- (a) Basic Flying Training;
- (b) Advanced Flying Training – Fixed Wing;
- (c) Advanced Flying Training – Jet;
- (d) Advanced Flying Training – Multi-Engine;
- (e) Basic Rotary Wing;
- (f) Advanced Flying Training – Rotary Wing;
- (g) ACSO course; and
- (h) AES Op course.



FAcT = Future Aircrew Training; CFRG = Canadian Forces Recruiting Group; CFAST = Canadian Forces Aircrew Selection Testing; BFT = Basic Flying Training; AFT-FW = Advanced Flying Training – Fixed Wing; RW = Rotary Wing; ACSO = Air Combat Systems Officer; AES Op = Airborne Electronic Systems Operator; AFT-J = Advanced Flying Training – Jet; AFT-ME = Advanced Flying Training – Multi Engine; AFT-RW = Advanced Flying Training – Rotary Wing; FLIT = Fighter Lead-In Training; OTU = Operational Training Unit; FWSAR = Fixed-Wing Search and Rescue; EW = Electronic Warfare; RPAS = Remotely Piloted Aircraft Systems; MAISR = Manned Airborne Intelligence, Surveillance and Reconnaissance

Figure 1: FAcT Conceptual System Design

The FAcT program also includes associated training for pilot, ACSO and AES Op Qualified Flying Instructors, qualification currencies and category upgrades.

1.4.1 Training Aircraft Fleets

To support flying training, the service provider will provide, at a minimum, the following fleets of aircraft:

- Instrument Flight Rules (IFR) equipped fixed-wing advanced trainer, fitted with ejection seats, to be operated in high-level and low-level Canadian Domestic Airspace (or equivalent airspace) for pilot training;

- At the time of contract award, the proposed fixed-wing advanced trainer must be equipped with a means to train air-to-air and air-to-ground radar operations;
- IFR-equipped rotary-wing aircraft for pilot training;
- IFR-equipped fixed-wing multi-engine aircraft fitted with de-icing and anti-icing equipment for operation in moderate icing conditions in high-level and low-level Canadian Domestic Airspace (or equivalent airspace) for pilot training; and
- IFR-equipped fixed-wing multi-engine aircraft fitted with an integrated mission system to include optical and radar sensors for tactical mission crew (ACSO and AES Op) training. The multi-engine aircraft will be fitted with de-icing and anti-icing equipment for operation in moderate icing conditions in high-level and low-level Canadian Domestic Airspace (or equivalent airspace).

The detailed requirements for the training aircraft fleets will be provided in the procurement documents issued for Phase 3 – RFP.

1.4.2 Infrastructure and Site Services

The FACT program requires a significant infrastructure footprint to support military pilot, ACSO and AES Op training. The specific infrastructure requirement will depend on the location where training courses are delivered and may vary over time with program innovations, evolving technologies, and the leveraging of existing DND infrastructure. Such location will be specified in the procurement documents issued for Phase 3 – RFP. The general program intent requires a level of support consistent with current DND / Royal Canadian Air Force standards and practices.

Infrastructure and site services for training facilities include classrooms, student study areas, instructor spaces, briefing and debriefing rooms, ground-based training systems and full flight simulator bays. Infrastructure and site services for aircraft maintenance will include hangars, tool storage and other work areas. Depending on the location, infrastructure and site services for airfield support may include fire and rescue facilities, aircraft refuelling and de-icing facilities and aircraft life support equipment. Depending on the location, infrastructure and site services for administrative support may include orderly rooms, supply, messes and medical and dental clinics. Depending on the location, infrastructure and site services for welfare and recreation may include fitness, sports and recreation facilities (gym, pool and ice rink), Military Family Resource Centre (MFRC) facilities and Canadian Forces Exchange System (CANEX) facilities.

Depending on the location, infrastructure and site services support may include full aerodrome capability, and training areas to support programmed training operations for assigned aircraft fleets. Aerodromes include infrastructure within an airfield General Restricted Area (GRA), training areas, and typically include airfield pavement, ramps, runway lighting, communication and air navigation facilities, hangars, air operations support facilities, control towers, aircraft rescue and firefighting facilities, and security infrastructure to current DND standards, IFR control centres (if applicable), and navigation aids.

1.4.3 Aircraft Airworthiness

DND's Technical Airworthiness Authority recognizes airworthiness authorities from the Air Force Interoperability Committee and North Atlantic Treaty Organization (NATO) countries. There may be a requirement that all aircrafts be on the DND Military Aircraft Registry.

1.4.4 Ground-Based Training Systems

The delivery, support and maintenance of ground-based training systems will be conducted in accordance with Transport Canada TP 9685 Aeroplane and Rotorcraft Simulator Manual (latest edition) or equivalent United States Federal Aviation Administration or European Aviation Safety Agency standards.

For pilot training, ground-based training systems will include:

- Full flight simulators certified to Level D for rotary-wing and fixed-wing multi-engine aircraft;
- Flight training devices certified to Level 7 with Level D visuals (or higher) for fixed-wing advanced trainer; and
- Lower fidelity flight training devices certified to Level 4 (or higher).

Detailed information will be provided in the procurement documents for Phase 3 – RFP.

1.4.5 Courseware, Training Plans and Learning Management Systems

The design, development, delivery and maintenance of courseware, training plans and learning management systems will be conducted to DND standards. Detailed information will be provided in the procurement documents for Phase 3 – RFP.

1.5 Industrial and Technological Benefits

Canada's ITB policy, including Value Proposition, will apply to the FAcT program. The objectives of the ITB policy and Value Proposition are to support the long-term sustainability and growth of Canada's aerospace and defence sectors; support the growth of prime contractors and suppliers in Canada, including small and medium-sized enterprises in all regions of Canada; enhance innovation through research and development in Canada; and increase the export potential of Canadian-based firms. Further information on the ITB policy can be found at www.canada.ca/itb.

1.6 National Security Exceptions

A National Security Exception provided for in the Trade Agreements has been invoked for the FAcT program.

1.7 Debriefings

The Contracting Authority will notify unsuccessful suppliers after the ITQ phase and provide a debriefing upon request. The unsuccessful suppliers should make the request to the Contracting Authority within 15 working days from receipt of the results of the ITQ process. Debriefing may be in writing, by telephone or in person. The Contracting Authority is to determine which method will be the most effective.

1.8 Fairness Monitor

Canada has retained the services of KPMG LLP (Canada) for the entire procurement process to act as fairness monitor. This fairness monitor will be given access to all the procurement documents and responses / bids submitted by the suppliers for all phases.

1.9 Parental Guarantee

Canada may request parental guaranties before entering into contract with the successful Qualified Supplier.

PART 2 - RESPONDENT INSTRUCTIONS

2.1 Standard Instructions and Conditions

The instructions, clauses and conditions identified hereafter are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Website¹.

Respondents who submit a response agree to be bound by these instructions, clauses and conditions.

The 2003 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements are incorporated by reference into and form part of Phase 1 – ITQ with the necessary modifications as the context requires. This means in particular that, for the purposes of the ITQ phase, the terms “bidder” and “bid” provided in these 2003 instructions also include, respectively, the “Respondents” which submit a response to the ITQ, and such “response”.

2.1.1 Standard Instructions –Goods or Services – Competitive Requirements 2003 (2018-05-22)

Section 04 (2007-11-30) Definition of Bidder is completely deleted and replaced with the following:

“Respondent” means the person or entity (or, in the case of a joint venture, the persons or entities) submitting a response to this ITQ to become a pre-qualified supplier to perform the Work. Only the Respondent will be entitled to submit a bid to a RFP (if any) arising from this ITQ. The Respondent does not include the parent, subsidiaries or other affiliates of the Respondent, or its subcontractors, or the Respondent’s Team (if any).

2.1.2 “Team”

“Team” means the person(s) or entity(ies) being relied upon by the Respondent to qualify for this ITQ.

2.2 Rights of Canada

As provided pursuant to the Standard Instructions 2003 (see paragraph 2.1 above) and specifically stated here for greater certainty, Canada reserves the right to:

- (a) Reject any or all responses received in response to the ITQ;
- (b) Cancel the ITQ at any time;
- (c) Reissue the ITQ; and,
- (d) Negotiate with the sole responsive Respondent to ensure best value to Canada.

This ITQ is the selection phase to qualify the “Qualified Suppliers” for Phase 2 – Engagement and Phase 3 – RFP of the FAcT Program solicitation. No contract will result from this ITQ phase. The issuance of this ITQ does not create an obligation for Canada to proceed to Phase 2 – Engagement and/or Phase 3 – RFP, and does not bind Canada, legally or otherwise, to enter into any agreement or to accept any suggestions from any Respondent.

¹ <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

2.3 Procurement Approach

The procurement approach of the FAcT program will be conducted in the following manner:

2.3.1 Phases

2.3.1.1 Phase 1 – ITQ

The first phase of the solicitation process will be the ITQ phase. It will include the evaluation of ITQ responses submitted by Respondents against all ITQ Technical Mandatory Requirements detailed in Annex A - ITQ Technical Mandatory Requirements, as well as all Administrative Requirements.

An entity may submit multiple responses, or may be submitted as a member of multiple Teams.

2.3.1.2 Phase 2 – Engagement

The second phase of the procurement process will be the engagement phase with all Respondents that will have qualified under Phase 1 – ITQ. It may include, notably, optional industry site visits to 15 Wing Moose Jaw, Saskatchewan and/or 402 Squadron Winnipeg, Manitoba and/or Southport Aerospace Centre, Southport, Manitoba. Only Suppliers that qualified during Phase 1 – ITQ will be invited to attend.

Additionally, at its sole discretion, Canada may decide to release the draft procurement documents of the Phase 3 – RFP to the Qualified Suppliers during Phase 2 for their information and comments. Workshops with the Qualified Suppliers may also be organized to discuss various aspects of Canada's requirements. Qualified Suppliers will be expected to attend these workshops.

2.3.1.3 Phase 3 – RFP

The third phase of the solicitation process is the release of the procurement documents for the RFP. The RFP documents will only be provided to the Qualified Suppliers.

Qualified Suppliers may enter in joint venture with other Qualified Suppliers to submit a bid with the conditions that paragraph 2.9 applies, and that all Team members on which each Qualified Supplier relied must remain in place to perform the Work. Qualified Suppliers may not enter in joint venture with non-Qualified Suppliers.

Canada will release the RFP documents to these Qualified Suppliers and conduct a competitive solicitation for the FAcT program that will incorporate a best-value selection methodology. During Phase 3, site visits to the selected locations may be organized and mandatory attendance may be requested.

The FAcT RFP will direct all Qualified Suppliers to submit priced proposals covering services detailed in the Performance Work Statement (Statement of Work) of the RFP.

In the event that only one Supplier is qualified during Phase 1 – ITQ, Canada may direct the RFP to that single Qualified Supplier.

2.3.2 Rules of Engagement

The Rules of Engagement put in place before Phase 1 – ITQ will continue to govern the solicitation process for the FAcT Program until Phase 1 - ITQ is complete and Qualified Suppliers have been identified. These Rules of Engagement can be found on Buy and Sell under Solicitation number W3471-130001/H². All Respondents interested in submitting a response for the ITQ phase of this solicitation, who have not already done so, must sign the Rules of Engagement and return a copy to the Contracting Authority.

Canada will not review ITQ responses submitted by Respondents that have not signed and returned this form (Administrative Requirement).

² <https://buyandsell.gc.ca/procurement-data/tender-notice/PW-NF-006-25437>

Upon completion of Phase 1 – ITQ, Canada will terminate these Rules of Engagement. Qualified Suppliers will be required to sign a new set of Rules of Engagement to participate in subsequent solicitation Phases.

2.4 Contracting Authority

The Contracting Authority for the ITQ is:

Christian Drouin
Manager
Public Services and Procurement Canada
Acquisitions Branch
Directorate: Air Simulation and Training
25 Nicholas, Ottawa, Ontario, K1A 0S5
Telephone: 613-971-6301
E-mail address: TPSGC.PAFFE-APFACT.PWGSC@tpsgc-pwgsc.gc.ca

2.5 Communications

All enquiries must be submitted to the Contracting Authority no later than three (3) calendar days before the closing date for the submission of the responses for the ITQ phase. Enquiries received after that time may not be answered.

Respondents should reference as accurately as possible the numbered item of the ITQ document to which their enquiry relates. Care should be taken by Respondents to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Enquiries that refer to commercially sensitive information (e.g., of a “proprietary” nature) must be clearly marked as “**COMMERCIALY SENSITIVE INFORMATION**” at each relevant item. Items identified as “**COMMERCIALY SENSITIVE INFORMATION**” will be treated as such except where Canada determines that the enquiry does not refer to commercially sensitive information. Canada may edit the question(s), or may request that the Respondents do so, so that the commercially sensitive information is removed and the enquiry can be answered to all Respondents. Enquiries not submitted in a form that can be distributed to all Respondents may not be answered by Canada.

2.6 Costs Incurred by the Respondents

No payment will be made for costs incurred in the preparation and submission of a response to the ITQ. Costs associated with preparing and submitting a response, as well as any costs during the other phases of the solicitation for the FAcT program, are the sole responsibility of the Respondent.

2.7 Respondent’s Responsibilities

As provided at clause 5 of the Standard Instructions 2003 (see paragraph 2.1 above), it is the Respondent's responsibility to:

- (a) Obtain clarification of the requirements contained in the ITQ document, if necessary, before submitting a bid;
- (b) Prepare its response in accordance with the instructions contained in the ITQ document;
- (c) Submit by ITQ response closing date and time a complete response;
- (d) Send its response only to the specified Bid Receiving Unit of Public Works and Government Services Canada (PWGSC) specified in the ITQ document;
- (e) Ensure that the Respondent's name, return address, ITQ document number, and ITQ closing date and time are clearly visible on the response; and,

- (f) Provide a comprehensible and sufficiently detailed response that will permit a complete evaluation in accordance with the criteria set out in the ITQ document.

2.8 Response Submission and Closing Date and Time

Responses must be delivered to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit at the address specified on Page 1 of this ITQ document on or before the date and time address specified on Page 1 of this ITQ document (**Administrative Requirement**).

Canada requests that the Respondents provide:

- Two (2) hard copies to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit at the address specified on Page 1 of this ITQ document;
- One (1) electronic copy to the FAcT e-mail address: TPSGC.PAFFE-APFACT.PWGSC@tpsgc-pwgsc.gc.ca. The response should not exceed 4MB to ensure the incoming email is not blocked by the receiving server. Responses should be in Adobe PDF format.

Responses transmitted by facsimile or epost Connect to PWGSC will not be accepted. If there is a discrepancy between the wording of the electronic copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

2.9 Teaming Arrangements

If a Respondent is relying on the experience of a subcontractor to meet the requirements of this ITQ, that subcontractor becomes a member of the Respondent's Team. If the Respondent is not relying on the experience of a subcontractor to meet the requirements of this ITQ, the Respondent does not need to propose a Team for the ITQ.

BY SUBMITTING A RESPONSE, THE RESPONDENT ACKNOWLEDGES AND ACCEPTS THE FOLLOWING CONDITIONS. IF THE RESPONDENT SUBMITS IN FULL OR IN PART THE EXPERIENCE OF ANOTHER ENTITY OR ENTITIES IN RESPONSE TO THE ITQ TECHNICAL MANDATORY REQUIREMENTS, THAT OTHER ENTITY OR THOSE OTHER ENTITIES WILL FORM PART OF THE RESPONDENT'S TEAM FOR THE PURPOSES OF THE FAcT SOLICITATION AND RESULTING CONTRACT, IF APPLICABLE. DURING THE CONTRACT PERIOD, THIS ENTITY OR THOSE ENTITIES MUST PROVIDE THE SERVICES ON WHICH THE RESPONDENT RELIED TO QUALIFY THE RESPONDENT DURING THE CONTRACT PERIOD. THE TEAM THEREBY CONSTITUTED WITH THE RESPONDENT AND THE OTHER ENTITY OR ENTITIES DISCUSSED ABOVE MUST REMAIN INTEGRAL FOR THE FAcT SOLICITATION. CANADA WILL NOT ALLOW ANY SUBSTITUTION OR ANY CHANGE TO SUCH TEAM. ANY RELATED SUBSTITUTION OR CHANGE WILL RESULT IN A DISQUALIFICATION OF THE RESPONDENT, OR QUALIFIED SUPPLIER IF APPLICABLE, FROM THE FAcT SOLICITATION. CANADA MAY REQUEST FROM THE RESPONDENT, AT ITS SOLE DISCRETION AND AT ANY TIME DURING THE FAcT SOLICITATION, A CONFIRMATION THAT THE ENTITY OR ENTITIES DISCUSSED ABOVE REMAIN INTEGRAL IN THE RESPONDENT'S TEAM. THIS ENTITY OR THESE ENTITIES WILL BE IDENTIFIED IN THE RESULTING CONTRACT AS BEING PART OF THE RESPONDENT'S TEAM FOR THE PURPOSES OF DELIVERING THE REQUIRED FAcT SERVICES. AFTER CONTRACT AWARD, ANY CHANGE IN THE RESPONDENT'S TEAM WILL HAVE TO BE REQUESTED BY THE RESPONDENT AND WILL BE SUBJECT TO CANADA'S APPROVAL, AT ITS SOLE DISCRETION. CANADA MAY NOT ALLOW ANY CHANGE OR SUBSTITUTION IN THE RESPONDENT'S TEAM WITHIN TWO (2) YEARS AFTER CONTRACT AWARD.

PART 3 - RESPONSE PREPARATION INSTRUCTIONS

3.1 Content of Response

3.1.1 Mandatory Requirements

Each response will be reviewed for compliance with the ITQ Technical Mandatory Requirements detailed in Annex A - ITQ Technical Mandatory Requirements and Administrative Requirements specified in this document. Each of the ITQ Technical Mandatory Requirements must be addressed in sufficient detail to permit the evaluation team to verify the Respondent's compliance (**Administrative Requirement**).

3.1.1.1 Requirements Cross Reference Matrix

Annex B - Certificate of Compliance includes a Requirements Cross Reference Matrix which identifies all ITQ Technical Mandatory Requirements and Administrative Requirements in this ITQ.

3.2 Official Language Response

Potential suppliers should indicate if they wish to have information and communications in French or in English during the solicitation process for the FAcT program. They can indicate their preference at Annex B - Certificate of Compliance.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Approach

Respondents that meet the ITQ Technical Mandatory Requirements and Administrative Requirements of this ITQ will qualify as a “Qualified Supplier” for the next phases of the solicitation process. Only these Qualified Suppliers will be eligible to participate in Phase 2 – Engagement and Phase 3 – RFP. Canada reserves the right to re-evaluate the qualification of any Qualified Supplier at any time during the solicitation process. All Respondents will be notified in writing regarding whether or not they have qualified.

4.2 Canada’s Evaluation Team

An evaluation team composed of representatives of Canada will evaluate the responses submitted during the ITQ phase. Should additional technical experts from private industry be required to assist the evaluation team in its work, Canada will select these individuals, advise all potential suppliers and enter into an agreement with these experts covering non-disclosure and preventing conflict of interest situations from occurring.

4.3 Clarification of Responses

Canada reserves the right to seek clarifications and ask additional information of any aspect of the Respondent’s response at any time during the ITQ evaluation period. The conduct of the evaluation of the responses will be done in accordance with clause 16 of the 2003 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements (see paragraph 2.1 above).

In conducting its evaluation of the ITQ responses, Canada may do any of the following:

- (a) Seek clarification or verification from Respondents regarding any or all information/certification(s) provided by them with respect to the ITQ responses;
- (b) Ask additional information from Respondents regarding any or all information/certification(s) provided by them with respect to the ITQ responses;
- (c) Contact directly any entity or entities referred to by the Respondent in its response to the ITQ Technical Mandatory Requirements (see Annex A – ITQ Mandatory Technical Requirements);
- (d) Contact any or all references supplied by the Respondents to verify and validate any information/certification submitted by them;
- (e) Verify any information/certification(s) provided by Respondents through independent research, use of any government resources or by contacting third parties.

Respondents will have the number of days specified by the Contracting Authority to comply with any request related to any of the above items. Failure to comply with the request may result in the Respondent’s response being declared non-responsive.

4.4 Basis of Selection

Responses which meet all ITQ Technical Mandatory Requirements and Administrative Requirements will be considered compliant and the Respondent will be qualified.

PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Respondents are to provide the required certifications and the requested information in order to become a Qualified Supplier.

The certifications and the requested information provided to Canada by the Respondents are subject to verification by Canada at any time during the solicitation process and, if applicable, during the contract period. If any of the required certifications or requested information is incomplete and not submitted as requested, the Contracting Authority will contact the Respondent of a time frame within which to provide the required certifications or information. **Unless specified otherwise, Canada will declare a response non-responsive, or will bar a Respondent from the FAcT Solicitation, or will terminate the contract if applicable, if any certification made by the Respondent is found to be untrue, whether made knowingly or unknowingly.**

The Contracting Authority will have the right to ask for any additional information to verify the Respondent's certifications or information submitted following a request by the Contracting Authority. Failure to comply and to cooperate within the imposed time frame with any request or requirement imposed by the Contracting Authority will render the response to the ITQ non-responsive.

5.1 Certifications

The certifications listed below should be submitted with the response. If any of these certifications is not complete and submitted with the response, the Contracting Authority will inform the Respondent of a time frame within which to provide the certifications.

5.1.1 Certificate of Compliance

The Respondent should provide a signed certification that clearly indicates the Respondent's compliance with all ITQ Technical Mandatory Requirements and the Administrative Requirements, articles, clauses, terms and conditions contained in this document. A Certificate of Compliance is included at Annex B - Certificate of Compliance.

5.1.2 Security Certifications

By submitting a response to this ITQ, the Respondent certifies that it acknowledges and accepts the application of the security requirements detailed in paragraph 6.1.2.2 which may form part of the resulting contract. Note that obtaining security clearance is a lengthy process. It is recommended that Respondents start their clearances early in the process.

The Respondent is requested to provide a completed copy of Annex C - Security Certifications:

1. Indicating whether they wish to participate in the optional site visit to Moose Jaw, Saskatchewan, and Winnipeg and Southport, Manitoba following qualification (i.e, during Phase 2 - Engagement); and
2. Providing Facility Security Clearance (FSC) information.

Annex C - Security Certifications is to be signed by a senior company official who is duly authorized to bind the Respondent. In the case the Respondent is a joint venture, the Certifications must identify all members of the joint venture.

5.1.3 Industrial and Technological Benefits Certification

By submitting a response to this ITQ, the Respondent certifies that it accepts that Canada's ITB Policy including Value Proposition will apply to the FAcT program solicitation at Stage 3 – RFP, and certifies its commitment to undertake direct and indirect ITB activities equal to the value of the contract, measured in Canadian Content Value.

5.1.4 Financial Capability Certification

By submitting a response to this ITQ, the Respondent certifies that it accepts that a financial capability requirement may be included at Stage 3 – RFP, and that this may require the submission of detailed financial information to the Contracting Authority within fifteen (15) working days of a request or as specified by the Contracting Authority.

5.2 Contact Information

The Respondent is requested to provide the name and telephone number of a representative who may be contacted for clarifications or other matters relating to the response.

Respondents to this ITQ should identify any submitted information that is to be considered as **“COMMERCIALY SENSITIVE INFORMATION”**.

PART 6 - SECURITY

6.1 Security Requirements

As the FAcT program advances through the different procurement phases, security requirements might evolve. Therefore, information pertaining to security requirements associated with the stages beyond the ITQ are provided as a **reference only** and are subject to change.

6.1.1 Security Requirements – Phase 1 - ITQ

There are no security requirements associated with the ITQ.

6.1.2 Security Requirements – Subsequent Phases

6.1.2.1 Site Visits – Phase 2 - Engagement

In order to be granted access to 15 Wing Moose Jaw, Saskatchewan and/or 402 Squadron Winnipeg, Manitoba as part of the upcoming FAcT program industry site visits, Qualified Suppliers will be required to meet the following security requirements:

1. The Qualified Supplier must, at all times during the site visit, hold a valid Designated Organization Screening (DOS), issued under the PWGSC Contract Security Program.
2. The Qualified Supplier personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by the PWGSC Contract Security Program.
3. The Qualified Supplier must comply with the provisions of the Industrial Security Manual³.

6.1.2.2 Security Requirements – Phase 3 - RFP

Is anticipated that the successful Qualified Supplier, as determined during Phase 3 – RFP and identified as the “Contractor” hereafter, will be required to meet the following conditions prior to contract award:

1. The Contractor must, at all times during the performance of the Contract hold a valid Facility Security Clearance at the level of SECRET, with approved document safeguarding at the level Protected B, issued by the Canadian Industrial Security Directorate (CISD), PWGSC.
2. It is anticipated the contract will includes access to Controlled Goods. Prior to access, the Contractor must be registered in the Controlled Goods program of PWGSC.
3. The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, or SECRET as required, granted or approved by the CISD, PWGSC.
4. The Contractor MUST NOT utilize its information technology systems to electronically process, produce or store any sensitive PROTECTED/CLASSIFIED information until CISD/PWGSC has issued written approval. After approval has been granted, these tasks may be performed up to the level of Protected B.
5. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
6. The Contractor must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex (to be inserted at Contract award);
 - (b) Industrial Security Manual (Latest Edition).

³ <http://www.tpsgc-pwgsc.gc.ca/esc-src/msi-ism/index-eng.html>

ANNEX A - ITQ TECHNICAL MANDATORY REQUIREMENTS

The matrix below lists all of the **ITQ Technical Mandatory Requirements**.

Subject and pursuant to Paragraph 2.9 Teaming Arrangements, the Respondent may submit in full or in part the experience of another entity or entities in response to the ITQ Technical Mandatory Requirements. In such a scenario, the Respondent is requested to provide:

1. The name of each entity;
2. The name of a duly authorized representative of each entity;
3. Information about the nature of business of each entity (e.g. website of the entity);
4. The roles and functions of each entity will be executing if the Respondent is awarded the FAcT services contract in regard to the ITQ Technical Mandatory Requirements.

At its sole discretion, Canada may request additional information in regard to items listed above. Also, for item (4), a signed statement by duly authorized representative of the entity or entities may be requested by Canada to confirm the commitment of such entity or entities' in regard to the identified roles and functions.

Note that Canada may contact any or all references supplied by the Respondent as well as its Team (as defined in Paragraph 2.9 of the ITQ), to verify and validate any information.

#	Technical Mandatory Requirements	Method of Compliance
1.	Integrated Aircrew Training Solution	
a)	<p>ASSET MANAGEMENT</p> <p>The Respondent and its Team (as defined in paragraph 2.9 of the ITQ) must have a minimum three (3) years' of combined experience in the delivery of military¹ aircrew training program(s), within the last eight (8) years from the submission date for the ITQ responses, on one or more projects, that include the following:</p> <p>Asset Management:</p> <p>Asset management includes the delivery, support and maintenance of aircraft for military aircraft fleets such as, fixed-wing advanced trainer, rotary-wing aircraft, fixed-wing multi-engine aircraft, multi-engine fixed-wing aircraft with sensors, AND</p> <p>The provision, support and maintenance of ground-based training systems.</p> <p>Both on-going projects and completed projects can be provided. These projects have or had to be provided to either Canada or an "Allied Government" to Canada. The expression "Allied Government" means a Government which has a current defence material cooperation arrangement with Canada and which covers one of the following areas: defence research and development, testing and evaluation, production or security of information</p>	<p>The Respondent and its Team are to demonstrate the required experience by providing the following information for each project:</p> <p>What: Description of scope</p> <p>When: Date of project and duration (months)</p> <p>Where: City, State/Province/Country</p> <p>Contract value (C\$)</p> <p>Client Reference: Name, Title (at the time of the project), current email and current telephone number</p> <p>Canada strongly recommends that the word count for each mandatory requirement not exceed 5,000 words. It is expected that responses will be precise and clearly articulated.</p>

#	Technical Mandatory Requirements	Method of Compliance
b)	<p>LEARNING ENVIRONMENT</p> <p>The Respondent and its Team (as defined in paragraph 2.9 of the ITQ) must have a minimum three (3) years' experience per component defined below, in the delivery of military aircrew training program(s), within the last eight (8) years from the submission date for the ITQ responses.</p> <p>In support of live flying training and ground-based training systems to military students, Learning Environment includes the following five (5) components:</p> <ul style="list-style-type: none"> • (1) maintenance of training plans • the design, development, delivery and maintenance of: <ul style="list-style-type: none"> ○ (2) courseware, ○ (3) learning management systems, • (4) actual delivery and continuous support of live flying training to military students, and • (5) actual delivery and continuous support of ground-based training to military students. <p>Both on-going projects and completed projects can be provided. These projects have or had to be provided to either Canada or an "Allied Government" to Canada. The expression "Allied Government" means a Government which has a current defence material cooperation arrangement with Canada and which covers one of the following areas: defence research and development, testing and evaluation, production or security of information.</p>	<p>The Respondent and its Team are to demonstrate the required experience <i>in each of the five (5) components</i> of the learning environment by providing the following information for each project:</p> <p>What: Description of scope</p> <p>When: Date of project and duration (months)</p> <p>Where: City, State/Province/Country</p> <p>Contract value (\$)</p> <p>Client Reference: Name, Title (at the time of the project), current email and current telephone number</p> <p>Canada strongly recommends that the word count for each mandatory requirement not exceed 5,000 words. It is expected that responses will be precise and clearly articulated.</p>

ⁱ Military Aircrew Training Experience Required: The Military Aircrew Training environment differs significantly from the civilian training concept in what is expected from the trainees. Military Aircrew Flight Training is governed by the Canadian Forces Individual Training and Education System (CFITES) while civilian training oversight is under general Canadian Air Regulations (CARs). Having experience with Military Aircrew Flight Training ensures Qualified Suppliers have experience in the unique military environment necessary to develop Military Aircrew Candidates. This experience requirement is necessary to produce the required Military Aircrew Standards sought by the RCAF.

ANNEX B - CERTIFICATE OF COMPLIANCE

With Reference to the ITQ of the Department of Public Works and Government Services, No. _____ dated _____, we are pleased to submit our Response.

We _____ hereby certify that our Response dated _____ is compliant with all the articles, clauses, terms and conditions contained in the ITQ document as per Table 1.

<u>Requirement</u>	<u>Compliant (Yes or No)</u>	<u>Reference in Response</u>
Administrative Requirements Required with Response		
2.3.2 The Rules of Engagement put in place before Phase 1 – ITQ will continue to govern the solicitation process for the FAcT Program until Phase 1 - ITQ is complete and Qualified Suppliers have been identified. These Rules of Engagement can be found on Buy and Sell under Solicitation number W3471-130001/H. All Respondents interested in submitting a response for the ITQ phase of this solicitation, who have not already done so, must sign the Rules of Engagement and return a copy to the Contracting Authority.		N/A
2.8 Responses must be delivered to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit at the address specified on Page 1 of this ITQ document on or before the date and time address specified on Page 1 of this ITQ document.		N/A
3.1.1 Each of the ITQ Mandatory Requirements must be addressed in sufficient detail to permit the evaluation team to verify the Respondent’s compliance		
ITQ Technical Mandatory Requirements Required with Response		
<p>1. a) Annex A - ASSET MANAGEMENT The Respondent and its Team (as defined in paragraph 2.9 of the ITQ) must have a minimum three (3) years’ of combined experience in the delivery of military’ aircrew training program(s), within the last eight (8) years from the submission date for the ITQ responses, on one or more projects, that include the following:</p> <p>Asset Management:</p> <p>Asset management includes the delivery, support and maintenance of aircraft for military aircraft fleets such as, fixed-wing advanced trainer, rotary-wing aircraft, fixed-wing multi-engine aircraft, multi-engine fixed-wing aircraft with sensors, AND</p> <p>The provision, support and maintenance of ground-based training systems.</p> <p>Both on-going projects and completed projects can be provided. These projects have or had to be provided to either Canada or an “Allied Government” to Canada. The expression “Allied Government”</p>		

<p>means a Government which has a current defence material cooperation arrangement with Canada and which covers one of the following areas: defence research and development, testing and evaluation, production or security of information</p>		
<p>1. b) Annex A - LEARNING ENVIRONMENT The Respondent and its Team (as defined in paragraph 2.9 of the ITQ) must have a minimum three (3) years' experience per component defined below, in the delivery of military¹ aircrew training program(s), within the last eight (8) years from the submission date for the ITQ responses.</p> <p>In support of live flying training and ground-based training systems to military students, Learning Environment includes the following five (5) components:</p> <ul style="list-style-type: none"> • (1) maintenance of training plans • the design, development, delivery and maintenance of: <ul style="list-style-type: none"> ○ (2) courseware, ○ (3) learning management systems, • (4) actual delivery and continuous support of live flying training to military students, and • (5) actual delivery and continuous support of ground-based training to military students. <p>Both on-going projects and completed projects can be provided. These projects have or had to be provided to either Canada or an "Allied Government" to Canada. The expression "Allied Government" means a Government which has a current defence material cooperation arrangement with Canada and which covers one of the following areas: defence research and development, testing and evaluation, production or security of information.</p>		

Table 1. Mandatory Requirements Cross Reference Matrix

Official Language Response

We hereby request that all future exchanges of correspondence with Canada, including the RFP and other official documents, are completed in the following official language:

() English

() French

THIS RESPONSE IS SUBMITTED TO THE MINISTER OF PUBLIC WORKS AND GOVERNMENT SERVICES BY:

Company Name: _____

Company Official: _____

Title of Official: _____

Signature of Official: _____ Date: _____

ANNEX C - SECURITY CERTIFICATIONS

The Respondent is requested to provide the following certifications with their response.

MT1 – a) SECURITY – Industry Site Visits; Phase 2 - Engagement

The Respondent certifies that:

() they do not wish to participate in the 15 Wing Moose Jaw, Saskatchewan and/or Southport, Manitoba and/or 402 Squadron Winnipeg, Manitoba site visits.

OR

() they wish to participate in the 15 Wing Moose Jaw, Saskatchewan and/or Southport, Manitoba and/or 402 Squadron Winnipeg, Manitoba site visits and currently hold a valid Designated Organization Screening (DOS) issued under the Public Works and Government Services Canada (PWGSC) Contract Security Program.

DOS Details	
Legal name	
Civic Address	
Date granted	

The Respondent acknowledges that they are responsible for ensuring that each proposed participant will have a valid Reliability Status or equivalent prior to the site visit and that they will provide a duly completed and signed Personnel Screening, Consent and Authorization Form (TBS/SCT 330-23E) to the FACT Program no later than 15 calendar days prior to the scheduled site visit for each individual requiring access to those sites.

OR

() they wish to participate in the 15 Wing Moose Jaw, Saskatchewan and/or Southport Manitoba and/or 402 Squadron Winnipeg, Manitoba site visits, but do not hold a valid Designated Organization Screening (DOS) issued under the Public Works and Government Services Canada (PWGSC) Contract Security Program.

The Respondent certifies that they are considered an eligible organization as per the PWGSC Contract Security Program definition⁴ and authorizes the Future Aircrew Training (FACT) Program to initiate a Private Sector Organization Screening (PSOS) form in order to sponsor the Respondent with condition that they have met all the other FACT Mandatory Requirements included in the ITQ.

⁴ <http://www.tpsgc-pwgsc.gc.ca/esc-src/organisation-organization/enquete-screening-eng.html>

Information to be provided for the PSOS:

Information on the Organization	
Legal name	
Business name	
Mailing address	
Civic address	
Telephone number	
Fax number	
Contact Person	
Surname and given name	
Title	
Telephone number	
Email address	
Preferred language of correspondence	
Registered Head office in Canada (if different)	
Legal name	
Business name	
Civic address	

The Respondent acknowledges that they are responsible for ensuring that each proposed participant will have a valid Reliability Status or equivalent prior to the site visit and that they will provide a duly completed and signed Personnel Screening, Consent and Authorization Form (TBS/SCT 330-23E) to the FACT Program no later than 15 calendar days prior to the scheduled site visit for each individual requiring access to those sites.

Name and title of individual authorized to sign for the Respondent

Signature

Date

MT1 – b) SECURITY – Phase 3 - RFP

The Respondent certifies that:

() they already hold a valid Facility Security Clearance (FSC) at the level of Secret, with approved Document safeguarding capability (DSC) at the level of Protected B, issued by the Public Works and Government Services Canada (PWGSC) Contract Security Program.

FSC and DSC Details	
Legal name	
Civic address	
Date granted	

OR

() they do not hold a valid Facility Security Clearance at the level of Secret, with approved Document safeguarding capability (DSC) at the level of Protected B, issued by the Public Works and Government Services Canada (PWGSC) Contract Security Program.

The Respondent certifies that they are considered an eligible organization as per the PWGSC Contract Security Program definition⁵ and authorize the FAcT Program to initiate a Private Sector Organization Screening (PSOS) form in order to sponsor the Respondent with condition that they have met all the other FAcT Mandatory Requirements included in the qualification.

Information to be provided for PSOS:

Information on the Organization	
New or upgrade	
Legal name	
Business name	
Mailing address	
Civic address	
Telephone number	
Fax number	
Contact Person	
Surname and given name	
Title	
Telephone number	
Email address	
Preferred language of correspondence	
Registered Head Office in Canada (if different)	
Legal name	
Business name	
Civic address	
Storage Location for DSC (if different)	
Civic address	

Name and title of individual authorized to sign for the Respondent

Signature

Date

⁵ <http://www.tpsgc-pwgsc.gc.ca/esc-src/organisation-organization/enquete-screening-eng.html>