

Royal Canadian Gendarmerie royale Mounted Police du Canada

IRETURN BIDS TO: RETOURNER LES SOUMISSIONS A :

Bid Receiving/Réception des soumissions Procurement & Contracting Services / Services d'acquisitions et des marchés. RCMP "H" Division HQ RCMP Mailstop # H-066 80 Garland Avenue DARTMOUTH, NS B3B 0J8

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

Proposal to: Royal Canadian Mounted Police

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

Proposition aux : Gendarmerie royale du Canada

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

Comments: - Commentaires:

	Title – Sujet 360 degree scanning camera					
Solicitation No. – I M4000 9 0785	Nº de l'invitatior	ı				
Client Reference N	lo No. De Réfe	érence du (Client			
Solicitation Closes	s – L'invitation _I	orend fin				
At /à :		AST (Atlantic Standard Time) HNA (heure normale de l'Atlantique)				
On / le :						
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Destination of Goo services See herein — Voir a		s – Destina	ations de	s bie	ens et	
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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement applicable to this Contract.

1.2 Requirement

The requirement is detailed under the Requirement at Annex A.

1.3 Debriefings

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

1.4. Procurement Ombudsman

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

1.5 Trade Agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canadian Free Trade Agreement (CFTA), Canada-Chile Free Trade Agreement (CCFTA), Canada-Colombia Free Trade Agreement (CCoFTA), Comprehensive Economic and Trade Agreement (CETA), Canada-Honduras Free Trade Agreement (CHFTA), Canada-South Korea Free Trade Agreement (CKFTA), Canada-Panama Free Trade Agreement (CPaFTA), and Canada-Peru Free Trade Agreement (CPFTA).

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 <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

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



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

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

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

Delete: 60 days Insert: 90 days

2.2 Submission of Bids

Bids must be submitted only to RCMP 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 or email to RCMP will not be accepted.

2.3 Enquiries - Bid Solicitation

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

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

2.4 Applicable Laws

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

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

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



Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process <u>Policy on Green</u> <u>Procurement</u> (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
- 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.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

Section III: Certifications

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



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The mandatory technical criteria is detailed under the Requirement at Annex A.

4.1.1.2 Instructions to Bidders

Bidders must include descriptive literature (brochure) or a written narrative of the make and model of the item(s) offered in sufficient detail to clearly indicate compliance with each of the individual requirements detailed herein.

When the descriptive literature (brochure) does not detail the requirement, a written narrative demonstrating compliance will be accepted.

4.1.2 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, Incoterms 2010 DDP (Delivery Duty Paid) including unloading, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

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.

PART 5 - CERTIFICATIONS

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

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

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



5.1 Certifications Precedent to Contract Award and Additional Information

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

5.1.1 Integrity Provisions

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

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

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the <u>Employment and Social</u> <u>Development Canada (ESDC) - Labour's</u> website

(<u>http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.</u> page?&_ga=1.229006812.1158694905.1413548969#afed).

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

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 this Contract.

6.2 Requirement

The requirement is detailed under the Requirement at Annex A.

6.3 Standard Clauses and Conditions

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

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



6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Delivery Date

All the deliverables must be received on or before March 15, 2019.

6.4.2 Optional Goods and/or Services

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

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

The Contracting Authority may exercise the option at any time before March 31, 2020 by sending a written notice to the Contractor.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Cynthia PICCOTT Title: Procurement Officer Royal Canadian Mounted Police Directorate: Procurement and Contracting Branch Atlantic Region Address: 80 Garland Avenue, Dartmouth, NS B3B 0J8

Telephone:(902)720-5116Facsimile:(902)426-7136E-mail address:Cynthia.piccott@rcmp-grc.gc.ca

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

6.5.2 **Project Authority**

To be determined upon award of contract.



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.

6.6 Payment

6.6.1 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 Basis of Payment for a cost of \$

_____ (amount to be inserted 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.

6.6.2 Single Payment

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

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.7 Invoicing Instructions

6.7.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

6.7.2 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.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information



6.8.1 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.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

6.10 **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 2010A (2016-04-04), General Conditions Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ (date to be inserted upon award of contract)

6.11. Procurement Ombudsman

6.11.1 Dispute Resolution Services

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

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

6.11.2 Contract Administration

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

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by email at <u>boa-opo@boa-opo.gc.ca</u>.



6.12 SACC Manual Clauses

SACC Manual clause B7500C (2006-06-16) Excess Goods SACC Manual clause B1006C (2014-06-26) Condition of Material



ANNEX "A"

REQUIREMENT

The RCMP "H" Division, requires the provision and delivery of one (1) 360 degree scanning camera to Royal Canadian Mounted Police in Dartmouth Nova Scotia in accordance to the requirement and the terms and conditions listed herein.

Delivery Location:

RCMP-GRC H Division 80 Garland Ave Dartmouth NS B3B 0J8

An option to purchase an additional one (1) units for RCMP "H" Division on or before March 31, 2020 is also included. The delivery addresses would be at the same Dartmouth address of the RCMP location above.

MANDATORY TECHNICAL REQUIREMENTS

	Mandatory Technical Requirements	Compliance	Page # of attached literature/brochure	
Item #	for 360 degree scanning camera	Yes	No	where this requirement is detailed
	The scanning camera must be able to collect			
	scan data from a 360° horizontal range and a			
	270° or greater vertical range. A greater			
1	vertical range is required in order to minimize			
	the inherent operational blind spot of the			
	scanner and to capture as much of the scene			
	as possible at each scan location.			
	The scanning camera must be able to operate			
2	within environmental temperature ranges of -			
	20°C to 40°C.			
	The scanning camera must be storable within			
3	environmental temperature ranges of -20°C			
	to 40°C.			
4	The scanning camera must operate using a			
	Class 1 laser.			
	The scanning camera must be capable of on-			
5	board data storage via internal hard drive,			
	Secure Digital (SD) card, Compact Flash (CF)			



	card, or any other solid state storage medium		
	including flash cards, thumb drives, internal		
	or external hard drives. If the device utilizes		
	an internal hard drive, the stored data must		
	be exportable to a USB flash drive.		
	The scanning camera must have a minimum		
6	Ingress Protection (IP) rating of IP54		
	The scanning camera must have a scanning		
7	radius (i.e. range) of 150-200 meters.		
	The scanning camera must be capable of a		
8	scan rate exceeding 950,000 points per		
	second.		
	The scanning camera must be capable of		
	collecting point data at a minimum resolution		
9	density of 6.3mm at a 10m range, with the		
	option of increasing the resolution to 1.0mm		
	at a 10m range or higher.		
	The scanning camera must have a 3D		
10	positional accuracy of 5mm or less at a 50m		
	range.		
	The scanning camera must have an		
	operational weight of 13.6kg or less. Weight		
	requirements are a priority for the health and		
	safety of members who must repeatedly hoist		
11	the scanning cameras full weight to		
	approximately eye-level. Air Travel might be		
	required for the unit, so weight must fit under		
	strict weight limitations of both commercial		
	and RCMP aircrafts.		
	The scanning camera must operate and be		
	supplied with a tripod designed for both		
	indoor and outdoor use. The tripod must be		
	stable on all types of surfaces, including both		
12	smooth and rough. For the purposes of		
12	scene integrity, equipment maintenance, and		
	health and safety, the tripod must be able to		
	maintain its stability in all situations with as		
	minimal a footprint or points of contact with		
	the ground as possible.		



ground as a minimum range. The scanning camera must be equipped with a dual axis compensator and have the ability to compensate in real time for minor 14 adual axis compensator and have the ability to compensate in real time for minor 14 variations in movement caused by the environment (e.g. unstable ground, vibration, etc.), while also reporting errors or outliers in scan acquisition data immediately. 15 The scanning camera must be controllable via an on-board touch screen or remotely via a wireless local area network (WLAN) connection to a tablet or laptop computer. 16 The scanning camera must be able to operate under internal battery power for a minimum of four hours on a single full charge. Additional batteries must be be included to allow for eight hours of operation per day. 17 The scanning camera must include enough battery charging accessories to charge a minimum of 2 batteries at one time, between a members shifts, to meet the previous requirement. 18 The scanning camera must include any relevant cables, a carry case, targets, mounts, and all other commonly used and necessary accessories for the specific unit. 19 The scanning camera must be capable of colour imaging with photos and argscale 19 imaging without photos. Colour imaging must be an optional setting that can be toggled on or off. 20 The scanning camera must be capable of determining accuracy via a calibrated standard or a known distance. This procedure must be possible by end users	13	The supplied tripod must be able to hold the scanning camera in a stable position such that the scanning cameras lens is at a height of between 0.5 to 2.0 meters above the			
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	either in the field or at local Detachment offices.			
Softwar		l		
	e olier must identify and include associated softwar	e require	d to op	en, view, and process scan
	meet the following needs:		·	
	-			
	Produce a visual package that allows			
	panoramic viewing of the recorded scene			
21	which will produce an end product that is			
21	clear, easy to read, comprehensive, and can			
	show the courts how the scene appeared for			
	presentation in a court room.			
	Produce a two-dimensional image or digital			
	line drawing that depicts the layout of a			
22	recorded scene that is clear, easy to read,			
22	comprehensive, and can show the courts how			
	the scene appeared for presentation in a			
	court room.			
23	Conduct measurement analyses			
	(Optional) Other analytical functions the			
24	vendor believes may be relevant to law			
	enforcement			
	Any subscription licenses for associated			
25	software must be included for the first three			
25	(3) years. For subsequent years, subscription			
	licenses must be invoiced on a yearly basis.			
26	The associated software must be Windows-			
20	based.			
	The associated software must be capable of			
	running on a standalone desktop or laptop			
	computer with no persistent internet			
27	connection. The workflow between the			
21	collected raw scan data and a presentable			
	finished product must not require cloud			
	computing, storage, or communication at any			
	point.			
	The associated software must be capable of			
28	importing and exporting point clouds in an			
	e57 file format.			



	The associated software must produce a self-			
	contained end product that is clear, easy to			
	read, comprehensive, and can show the			
29	courts how the scene appeared for court			
29	presentation that can be viewed with no			
	additional software installation, as RCMP and			
	Crown office workstations restrict users from			
	administrative and installation rights.			
	Any required ongoing calibration and			
20	maintenance intervals must be			
30	specified. Calibration and maintenance for			
	the first three (3) years must be included.			
Scope o	f Services			
The cont	ractor must provide the following services:			
	Must provide the option for one (1) initial			
	training session at their cost to end users at			
31	RCMP Division H Division Headquarters			
	building located at 80 Garland Avenue in			
	Dartmouth, Nova scotia.			
	Must provide ongoing support and a			
32	designated point of contact for technical			
	support and troubleshooting.			
	For the optional purchase, the awarded			
	contract must include the ability to purchase			
	components for a replacement and/or			
	additional unit within a 2% price difference of			
33	the original unit cost to allow for			
	technological changes in terms of upgraded			
	features and/or performance over the life of			
	the contract, or to account for discontinued			
	models.			



ANNEX "B"

BASIS OF PAYMENT

- Prices are firm
- Firm Unit Prices are in Canadian Dollars
- Firm Unit Prices are DDP Destination and include all delivery, Customs Duties and Excise Tax, if applicable.
- Prices are an all-inclusive cost for the requirement.
- Prices do not include HST, however HST will be added as a separate item, if applicable, on any invoice issued as a result of a Contract.

Description	Quantity	Unit Price	Extended Price (not including HST or other applicable taxes)
360 Degree Scanning Camera (in accordance with Annex A)	1		

OPTIONAL GOODS (The Contracting Authority may exercise the option at any time before March 31, 2020 by sending a written notice to the Contractor.)

Description	Quantity	Unit Price	Extended Price (not including HST or other applicable taxes)
360 Degree Scanning Camera (in accordance with Annex A) to be delivered any RCMP location in NS	1		
Total Evaluated Price (No			