

RETURN BIDS TO :

**RETOURNER LES
SOUMISSIONS À:**

lars.norgaard@tbs-sct.gc.ca

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal To: Treasury Board

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 thereof.

Proposition aux: Secrétariat du Conseil du Trésor 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 annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexées, au(x) prix indiqué(s).

This document contains a Security Requirement

**Vendor/Firm Name and address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office – Bureau de distribution
Treasury Board
219 Laurier
K1P 5J6
Ottawa, ON
Canada

Title – Sujet Integrated Economic and Financial Market Database and Analytics Software Application	
Solicitation No. – N° de l'invitation 24062-19-343	Date February 8, 2019
Client Reference No. – N° référence du client -	
GETS Reference No. – N° de référence de SEAG -	
File No. – N° de dossier	CCC No. / N° CCC - FMS No. / N° VME
Solicitation Closes – L'invitation prend fin at – à 2:00 PM on – le March 25, 2019	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Inquiries to : - Adresser toutes questions à: lars.norgaard@tbs-sct.gc.ca	Buyer Id – Id de l'acheteur Lars Norgaard
Telephone No. – N° de téléphone : 343-550-7003	FAX No. – N° de FAX
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction : Treasury Board 219 Laurier K1P 5J6 Ottawa, ON Canada	

Instructions : See Herein
Instructions: Voir aux présentes

Delivery required - Livraison exigée	Delivered Offered – Livraison proposée
Vendor/firm Name and address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Facsimile No. – N° de télécopieur Telephone No. – N° de téléphone	
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

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;

Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and

Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work (Annex A), Basis of Payment (Annex B), Security Requirements Checklist (Annex C) and Mandatory and Rated Technical Evaluation Criteria (Annex D) and Payment Schedule (Annex E).

1.2 Summary

The Financial Analysis (FA) group of the Treasury Board of Canada Secretariat (TBS) requires an integrated economic and financial market database and analytics software application. This software application will be used by TBS to facilitate the analysis of Canadian, US and Global economic and capital market conditions and will feed data directly into FA's forecasting models supporting the sector's ability to consult and advise the Public Sector Pension Investment Board, the Office of the Chief Actuary, and other partners and to provide necessary funding/risk management advice to the President of the Treasury Board. The Vendor's database/software application must provide data feeds, charting capabilities, analytical tools, and Excel-based integrations to facilitate the proposed work.

1.2.2

"There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website".

1.2.3

"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), and the Agreement on Internal Trade (AIT)."

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.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada. Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (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: 120 days

2.1.1 SACC Manual Clauses

4003 (2010-08-16), Licensed Software, Supplemental General Conditions

2.2 Submission of Bids

See Part 3 (3.1) Bid Preparation Instructions for instructions on submission of bids.

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.

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

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

2.5 Applicable Laws

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

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

Responses i.e. all bid documents are to be sent by email to the following email addresses on no later than the specified date and time:

- **E-mail*:** lars.norgaard@tbs-sct.gc.ca & zzTBSCONT@tbs-sct.gc.ca
- **On:** March 25, 2019
- **At:** 2:00 PM (14:00)
- **Time Zone:** Eastern Standard Time (EST)

* More specifically, Canada requests that bidders provide their technical, financial and certification bids in separate sections as follows:

Section I: Technical Bid:

1 soft copy via email to: lars.norgaard@tbs-sct.gc.ca & zzTBSCONT@tbs-sct.gc.ca

Section II: Financial Bid:

1 soft copy via email to: lars.norgaard@tbs-sct.gc.ca & zzTBSCONT@tbs-sct.gc.ca

Section III: Certification:

1 soft copy via email to: lars.norgaard@tbs-sct.gc.ca & zzTBSCONT@tbs-sct.gc.ca

Bids must be received by TBS by the date and time of solicitation closing.

Bidders are solely responsible for ensuring their proposal is received on time by TBS; late submissions will not be accepted. A date stamp indicating the time of the transmission is not acceptable.

- a) **Format of Email Attachments:** The approved formats for email attachments are any combination of:
- i) PDF attachments; and
 - ii) documents that can be opened with either Microsoft Word or Microsoft Excel.

Bidders that submit attachments in other formats do so at their own risk.

- b) **Email Size:** Bidders should ensure that they submit their proposal in multiple emails if any single email, including attachments, will exceed 7 MB. Except as expressly provided below, only emails that are received at the Email Address for Proposal Submission by the closing date and time will be considered part of the response.
- c) **Email Title:** Bidders are requested to include the RFP (solicitation) number identified on the cover page of this document in the "subject" line of each email forming part of the response.
- d) **Time of Receipt:** All emails received at the Email Address for Proposal Submission showing a "received" time before the Proposal closing date and time will be considered received on time. In the case of a dispute regarding the time at which an email arrived at TBS, the time at which the proposal is received by TBS will be determined:
- i) by the delivery time stamp received by the Bidder if the Bidder has turned on Delivery Status Notification for the sent email in accordance with RFC 1891 established by the Internet Engineering Steering Group (SMTP Service Extension for Delivery Status Notification); or
 - ii) in accordance with the date and time stamp on the SMTP headers showing the time of first arrival on a server used to provide the Government of Canada with email services, if the Bidder has not turned on Delivery Status Notification for the sent email.
- e) **Delayed Email Proposals:** Canada will not be responsible for any failure or delay attributable to the transmission or receipt of the e-mailed bid including, but not limited to, the following:
- receipt of garbled or incomplete bid;

- file size of bid documents;
- availability or condition of the receiving equipment;
- incompatibility between the sending and receiving equipment;
- delay in transmission or receipt of the bid;
- failure of the Bidder to properly identify the bid;
- illegibility of the bid; or
- security of the bid data.

Please note that .zip files may be rejected by TBS servers.

f) **Responsibility for Technical Problems:** Canada will not be responsible for:

- i) any technical problems experienced by the Bidder in submitting its response, including emails that fail to arrive because they exceed the maximum email size of 7 MB or that are rejected or quarantined because they contain malware or other code that is screened out by TBS's security services; or
- ii) any technical problems that prevent TBS from opening the attachments to the email(s). For example, if an attachment is corrupted or otherwise cannot be opened or cannot be read, it will be evaluated accordingly. Bidders will not be permitted to submit substitute attachments to replace any that are corrupt or empty or submitted in an unapproved format.

Section I: Technical Bid

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

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

Section II: Financial Bid

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

3.1.2 Electronic Payment of Invoices – Bid

Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of invoices.

3.1.3 Exchange Rate Fluctuation

C3011T 2013-11-06, Exchange Rate Fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive

3.1.4 SACC Manual Clauses

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", "financial", and evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

Mandatory and Point Rated technical evaluation criteria are included in **Annex D**.

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

SACC Manual Clause [A0027T](#) , Basis of Selection – Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. Obtain the required minimum points specified for the technical evaluation, and
 - d. obtain the required minimum of 110 points overall for the technical evaluation criteria which are subject to point rating.
The rating is performed on a scale of 243 points.
2. Bids not meeting (choose "(a) or (b) or (c)") will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60 % for the technical merit and 40 % for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60 %.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40 %.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

	Bidder 1	Bidder 2	Bidder 3
Overall Technical Score	115/135	89/135	92/135
Bid Evaluated Price	\$55,000.00	\$50,000.00	\$45,000.00
Calculations			
Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating	83.84	75.56	80.89
Overall Rating	1st	3rd	2nd

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<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* website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed).

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

5.2.3 Additional Certifications Precedent to Contract Award

5.2.4 Status and Availability of Resources

SACC Manual clause A3005T (2010-08-16) Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. The Contractor/Offeror must comply with the provision of the Statement of Work:
 - Information is unclassified
 - Contractor will work from his/her premises
 - Contractor will be escorted on TBS premises
 - No IT equipment required
 - No access to TBS network and/or infrastructure

2. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

SACC Manual Clause [B4007C](#) (2014-06-26)

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

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

[2030](#) (2018-06-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

7.2.2 Supplemental General Conditions

[4003](#) (2010-08-16) Licensed Software, Supplemental General Conditions, apply to and form part of the Contract.

7.3 Security Requirements

7.3.1 The following security requirements (*SRCL and related clauses provided by ISP*) apply and form part of the Contract. See Annex "C" SRCL for further details.

1. The Contractor/Offeror must comply with the provision of the Statement of Work:
 - Information is unclassified
 - Contractor will work from his/her premises
 - Contractor will be escorted on TBS premises
 - No IT equipment required
 - No access to TBS network and/or infrastructure
2. The Contractor/Offeror MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction
3. Subcontracts are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a. Security Requirements Check List, attached at Annex C;
 - b. *Industrial Security Manual* (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

See Annex "B" Basis of Payment for detailed Software and Professional Services contract periods.

7.4.2 Delivery Date

See Annex "B" Basis of Payment for detailed Software and Professional Services delivery dates.

7.4.3 Option to Extend the Contract

A9009C (2008-12-12), Option to Extend the Contract, Instructions to Bidders / Contractors, apply to and form part of the Contract.

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Annex "B" Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.4.5 Delivery Points

Delivery will take place on TBS premises in the National Capital Region (TBD)

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Lars Norgaard
Title: Senior Procurement and Contracting Advisor
Treasury Board of Canada Secretariat
Corporate Services Sector
Address: 219 Laurier St. Ottawa, ON.
Telephone: 343-550-7003
E-mail address: lars.norgaard@tbs-sct.gc.ca

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

7.5.2 Project Authority

The Project Authority for the Contract is:

To be included at contract award.

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____-____-_____

Facsimile: ____-____-_____

E-mail address: _____

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

7.5.3 Contractor's Representative

To be included at contract award.

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____-____-_____

Facsimile: ____-____-_____

E-mail address: _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

7.7 Payment

7.7.1 Basis of Payment

7.7.2 Limitation of Expenditure

C6001C (2017-08-17), Limitation of expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed **\$ 300,000.00. HST included.**
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75% committed, or
 - b. four months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the

7.7.3 Terms of Payment- Software Licensing/Maintenance Costs

Terms of Payment for Software Licensing/Maintenance Costs (Yearly Payments) as per Annex "B" Basis of Payment:

H1000C (2008-05-12), Single Payment, Terms of Payment

Canada will pay the Contractor upon completion and delivery of the Software Licensing and Maintenance 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.

7.7.5 Electronic Payment of Invoices – Contract

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

- a. Direct Deposit (Domestic and International);

7.8 Invoicing Instructions

H5001C (2008-12-12), Invoicing Instructions, Terms of Payment

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Each invoice must be supported by:
 - a. a copy of time sheets to support the time claimed;
 - b. a copy of the release document and any other documents as specified in the Contract;
 - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
 - d. a copy of the monthly progress report.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7.9 Certifications and Additional Information

7.9.1 Compliance

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

7.10 Applicable Laws

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

7.11 Priority of Documents

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

- (a) the Articles of Agreement;

- (b) the supplemental general conditions 4003 (2010-08-16) Licensed Software, Supplemental General Conditions, apply to and form part of the Contract;
- (c) the general conditions 2030 (2018-06-21), General Conditions - Higher Complexity - Goods;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) Annex D, Mandatory and Rated Technical Criteria;
- (h) Annex E, Payment Schedule;
- (i) the Contractor's bid dated _____, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award:*), as clarified on _____ " **or** ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s)*).

7.13 Foreign Nationals (Canadian Contractor)

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

The Contractor must comply with Canadian immigration requirements applicable to foreign nationals entering Canada to work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Service Canada regional office to enquire about Citizenship and Immigration Canada's requirements to issue a temporary work permit to a foreign national. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements

7.14 Insurance

SACC Manual clause G1005C, Insurance-No Specific Requirement

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

7.16 Limitation of Liability

N0000C (2013-04-25), Limitation of Liability - Information Management/Information Technology, Limitation of Liability

1. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this section, even if it has been made aware of the potential for those damages.
2. First Party Liability:
 - a. The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
 - i. any infringement of intellectual property rights to the extent the Contractor breaches the section of the general conditions entitled "Intellectual Property Infringement and Royalties";
 - ii. physical injury, including death.
 - b. The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the Contract affecting real or tangible personal property owned, possessed, or occupied by Canada.

- c. Each of the Parties is liable for all direct damages resulting from its breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of its unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
- d. The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (a) above.
- e. The Contractor is also liable for any other direct damages to Canada caused by the Contractor's performance or failure to perform the Contract that relate to:
 - i. any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including Applicable Taxes) for the goods and services affected by the breach of warranty; and
 - ii. any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (ii) of the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the block titled "Total Estimated Cost", purchase order or other document used to order goods or services under this instrument.

In any case, the total liability of the Contractor under paragraph (e) will not exceed the total estimated cost (as defined above) for the Contract.

- f. If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

3. Third Party Claims:

- a. Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- b. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite paragraph (a), with respect to special, indirect, and consequential damages of third parties covered by this section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- c. The Parties are only liable to one another for damages to third parties to the extent described in this paragraph 3.

ANNEX "A"
STATEMENT OF WORK

1.0 TITLE

Integrated Economic and Financial Market Database and Analytics Software Application

2.0 OBJECTIVE

The Financial Analysis (FA) group of the Treasury Board of Canada Secretariat (TBS) requires an integrated economic and financial market database and analytics software application. This software application will be used by TBS to facilitate the analysis of Canadian, US and Global economic and capital market conditions and will feed data directly into FA's forecasting models supporting the sector's ability to consult and advise the Public Sector Pension Investment Board, the Office of the Chief Actuary, and other partners and to provide necessary funding/risk management advice to the President of the Treasury Board. The Vendor's database/software application must provide data feeds, charting capabilities, analytical tools, and Excel-based integrations to facilitate the proposed work.

3.0 BACKGROUND

The FA group of TBS does not currently have an integrated economic and financial market database and analytics software application in place. A new database/software application is required to be installed by March 29, 2019.

4.0 CONTRACT PERIOD

The initial contract period will be from date of contract award to March 31, 2022.

Software:

(a) With respect to the provisions of Supplemental General Conditions [4003 \(2010-08-16\)](#):

Licensed Software	The Licensed Software, which is defined in 4003, includes all the products offered by the Contractor in its bid, and any other software code required for those products to function in accordance with the Software Documentation and the Specifications, including without limitation all of the following products: _____ <i>[this information will be completed at contract award using information in the Contractor's bid]</i>
Type of License being Granted	Device license
Number of Devices Licensed	3+ devices
Option to Purchase Licenses for Additional Devices	For additional device licenses, if Canada exercises its option, Canada will pay the Vendor's price as set out in the Vendor's bid, including all customs duties, GST/HST extra.
Language of Licensed Software	The licensed software must be delivered in English.
Delivery Location	219 Laurier Ave, Ottawa, ON K1P 5J6
Installation Site	219 Laurier Ave, Ottawa, ON K1P 5J6
Media through which Licensed Software must be Delivered	Internet download.
Term of License	Term of license 3 years + 2 one year options.

Type of License being Granted	Device license & Concurrent License
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5.0 SOFTWARE REQUIREMENTS

The Vendor's proposed integrated economic and financial market database and analytics software application must contain the following functionality:

1. Data Series

- Software must provide current and historical data records covering, at a minimum, Balance of Payments, Commodity Price, Construction, Demographic, Equity Market, Public Finance, Labour Market, Fixed Income, National Account, Interest Rate, Exchange Rate, Money, Banking, Credit, Production and Trade data. Data updates must be processed within 10 minutes of all official public data releases and data coverage must be global (e.g. Canada, US, UK, G7, G20, Emerging Markets, etc).

2. Excel Add-In

- Software must include an add-in capable of delivering data feeds into Excel at rapid speeds without the need for specialized programming. Software must also allow users to alter data feed properties and to refresh data feeds from directly within Excel.

3. Data Conversions

- Software must include automatic data conversion functionality, permitting the alteration of data by frequency and currency without the need for specialized programming.
- The software must include "missing value" handling based on some form of linear and/or cubic spline interpolation techniques.

4. Data Charting

- Software must include advanced charting capabilities similar to what is available in Microsoft Excel.
- Software must permit the direct upload of data series from the user's computer.

5. Third Party Distribution Feeds

- Software must have the ability to draw in and distribute data feeds from other third party vendors, if licensed by TBS, including but not limited to MSCI Enhanced Module data feeds, JPMorgan Bond Index data feeds, Merrill Lynch Bond Index data feeds, Consensus Economics data feeds, and Bloomberg data feeds.

6. Languages

- Software must be available in English.

6.0 DELIVERABLES & TASKS

Deliverable	Task	Deadline
Software Installation	Install software on 3 PCs.	Within 7 days of contract award
Configuration of software	Configure the software and install any necessary databases, if required.	Within 7 days of contract award
Assist with testing and correction of any errors	The vendor will be asked to assist with any installation/configuration errors experienced during initial set-up and running.	Within 30 days of contract award

Training	<p>-Provide initial overview training to 3 users to work with the software. Training can be provided in-person or online. Training time would not be expected to exceed 6 hours in total.</p> <p>-The vendor would also be expected to be available 2-3 times a year to provide follow-up specialized training as it relates software functionality not originally covered in the overview training. Training can be provided in-person or online. Training time would not be expected to exceed 4-6 hours in total.</p> <p>-Online training materials (i.e. manuals, videos) should also be provided by the vendor.</p>	Initial overview training within 14 days of contract award. Follow-up specialized training 2-3 times per year.
Follow-up technical support	<p>The vendor will provide continued technical support over the life of the contract to ensure proper system operability. Support staff should not be generalists and would be expected to be specialized experts with respect to software installation/configuration. Support staff would be expected to respond to client support requests within 24 hours, during standard business hours (9AM-5PM Eastern Time). Support staff would be expected to respond by email, telephone, video chat, and/or in person.</p>	Over full contract period

7.0 TECHNICAL ENVIRONMENT

The Vendor's software application will run in a general Microsoft Office environment operated from the users' computer devices.

- Intel(R) Core(TM) i7-7820HQ CPU @ 2.90GHz, 2901 Mhz
- 4 Core(s), 8 Logical Processor(s)
- Microsoft Windows 10 Pro
- x64-based PC

The Vendor will not be required to provide any computer equipment nor will the Vendor require access to any TBS networks.

8.0 RESPONSIBILITIES

All work must be carried out in close consultation with the TBS Project Authority and / or their technical staff.

Treasury Board Secretariat Responsibilities:

The Project Authority should:

- Inform the Vendor of any activity that may affect the project deliverables or deadlines.
- Provide the vendor with all required computer specifications.
- Provide regular feedback to Vendor on emerging issues or concerns.

Vendor Responsibilities:

The Vendor must:

- Communicate promptly with the Project Authority regarding any issue or obstacle beyond the Vendor's control that may hinder the Vendor or its software application's ability to complete the tasks and deliver the deliverables as outlined in this Statement of Work.
- Assist the Project Authority and resources in resolving issues that may arise during the performance of the work.

9.0 WORK LOCATION

All work will be carried out at the consultant's place of business. Any consultant visits to TBS offices located at 219 Laurier must be escorted at all times.

10.0 SECURITY REQUIREMENTS

Data delivered through the Vendor's software should be public information, as opposed to material non-public information, that would receive a Government of Canada personnel security clearance rating of Unclassified throughout the duration of the contract.

11.0 TRAVEL

All the work associated with this SOW is to be carried out in the National Capital Region, or remotely if permissible. TBS will not reimburse any travel costs within or outside the NCR, including costs incurred by the Vendor for the purpose of setting-up the software or for training users.

ANNEX "B"

BASIS OF PAYMENT

1.0 In consideration of the Contractor satisfactorily providing all Software and Maintenance requirements as described in Annex "A" under the Contract, the Contractor will be paid a firm unit price(s), as specified in in Annex B" for a cost of \$ _____ (*insert the amount at contract award*) and HST is 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.

5 Year Total Cost of Ownership - Table

Line Item	Description	Year 1 Cost	Year 2 Cost	Year 3 Cost	Optional Year 4 Cost	Optional Year 5 Cost
1	Implementation of Software solution and related services	\$	N/A	N/A	N/A	N/A
2	Licensing * (3 users)	\$	\$	\$	\$	\$
3	Training	\$	N/A	N/A	N/A	N/A
4	Warranty and maintenance support	\$	\$	\$	\$	\$
5	Documentation	\$	N/A	N/A	N/A	N/A
Subtotal by Year		\$	\$	\$	\$	\$

TOTAL COST OF OWNERSHIP	\$	
TOTAL COST OF OWNERSHIP (INCL. TAXES)	\$	(including any applicable taxes)

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

2.0 In consideration of the Contractor satisfactorily completing all of its professional services obligations as described in Annex "A" under the Contract, the Contractor will be paid a firm price as specified in in Annex B" for a cost of \$ _____ (insert the amount at contract award) and HST is extra.

Travel and Living Expenses

There will be no Travel and Living Expenses associated with this contract.

Option to Purchase Licenses for Additional Devices:

	Firm all-inclusive price, HST extra
One (1) Optional additional license for an additional Device/user (* see table above cost not to exceed the licensing cost per user)	\$

3.0 Canada's total liability to the Contractor under the Contract must not exceed \$ 300,000.00. HST included.

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

- a. when it is 75% committed, or

- b. four months before the contract expiry date, or
- c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

ANNEX "C" SECURITY REQUIREMENTS CHECK LIST



Contract Number / Numéro du contrat 19-343
Security Classification / Classification de sécurité

**SECURITY REQUIREMENTS CHECK LIST (SRCL)
 LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité





Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? *TA* No / Non Yes / Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

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

Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

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

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

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

Special comments:
Commentaires spéciaux : Not Applicable

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? *TA* No / Non Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? *TA* No / Non Yes / Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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

PRODUCTION

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

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

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

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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

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

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

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

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION				
13. Organization Project Authority / Chargé de projet de l'organisme				
Name (print) - Nom (en lettres moulées) <i>Daniel Seens</i>		Title - Titre <i>Senior Advisor</i>		Signature <i>[Signature]</i>
Telephone No. - N° de téléphone <i>343-543-0708</i>	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel <i>daniel.seens@tbs-sct.gc.ca</i>	Date <i>Feb 1, 2019</i>	
14. Organization Security Authority / Responsable de la sécurité de l'organisme				
Name (print) - Nom (en lettres moulées) <i>Chantal Lamoureux</i>		Title - Titre <i>Chief Physical Security</i>		Signature <i>C. Lamoureux</i>
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date <i>2019-02-08</i>	
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?				<input checked="" type="checkbox"/> No / <input type="checkbox"/> Yes / <input type="checkbox"/> Out
18. Procurement Officer / Agent d'approvisionnement				
Name (print) - Nom (en lettres moulées)		Title - Titre		Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date	
17. Contracting Security Authority / Autorité contractante en matière de sécurité				
Name (print) - Nom (en lettres moulées)		Title - Titre		Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date	

ANNEX “D” MANDATORY AND RATED TECHNICAL EVALUATION CRITERIA

1.0 Mandatory Technical Evaluation Criteria

Instructions

Bids must meet the mandatory technical evaluation criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement. Simply repeating the statement or definitions contained in the bid solicitation is not sufficient. Bids which fail to meet the mandatory technical evaluation criteria will be declared non-responsive. Each mandatory technical evaluation criterion should be addressed separately.

Criteria	Mandatory Requirement	MET Not MET	Reference to bidders proposal
M.1	The bidder must demonstrate that the software, and associated add-ins, are fully functional in a Microsoft Office environment, with all components installed, with no additional middleware or infrastructure services required.		
M.2	<p>The bidder must demonstrate that the software will provide current and historical data feeds covering, at a minimum:</p> <ul style="list-style-type: none"> • Canada and US nominal and real GDP • Canadian and US inflation • Canadian and US central bank policy rates • Canadian and US benchmark bond yields • Canadian and US unemployment rates • Canadian and US production capacity and output gaps • Canadian S&P/TSX price, total return, market cap, EPS, dividend yield and P/E data • US S&P/500 price, total return, market cap, EPS, dividend yield, buyback yield, and P/E data • UK FTSE 100 price, total return, market cap, EPS, dividend yield and P/E data • US corporate bond rates • Global exchange rates • Global commodity prices 		
M.3	The bidder must demonstrate that the software includes an add-in capable of delivering data feeds into Excel at rapid speeds without the need for specialized programming. Software must also allow users		

Criteria	Mandatory Requirement	MET Not MET	Reference to bidders proposal
	to alter data feed properties and refresh data feeds from directly within Excel.		
M.4	The bidder must demonstrate that the software includes automatic data conversion functionality, permitting the alteration of data by frequency and currency without the need for specialized programming. The bidder must also demonstrate that the software include "missing value" handling based on some form of linear and/or cubic spline interpolation techniques.		
M.5	The bidder must demonstrate that the Software includes advanced charting capabilities similar to what is available in Microsoft Excel. The bidder must also demonstrate the software permits the direct upload of data series from the user's computer into the software.		
M.6	The bidder must demonstrate that the software has the ability to draw in and distribute data feeds from other third party vendors, if licensed by TBS, including but not limited to MSCI Enhanced Module data feeds, JPMorgan Bond Index data feeds, Merrill Lynch Bond Index data feeds, Consensus Economics data feeds, and Bloomberg data feeds.		
M.7	The bidder must demonstrate that it has sufficient technical support staff available to work with TBS IT to address system issues, if they arise, to minimize TBS downtime.		
M.8	The bidder must demonstrate that it has responsive customer support systems in place to address TBS questions, if required.		
M.9	The bidder must demonstrate that the proposed software is robust and reliable and that it has been successfully installed and utilized, in a minimum of five 5 organizations of at least 1,000 employees, in the past 5 years.		

2.0 RATED TECHNICAL CRITERIA

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in the tables inserted below. The Bidder must provide the necessary documentation to clearly demonstrate compliance with this requirement. Simply repeating the statement contained in the bid solicitation is not sufficient.

Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

Data Feeds			
Criteria	Rated Requirement	Max Available Points	Points Achieved
R.1	<p>The bidder should provide access to the following Canadian/US data feeds:</p> <ul style="list-style-type: none"> • Automobile Sales • Retail Sales / Chain Store Sales • E-Commerce Retail Sales • Retail Inventories • Consumer Sentiment / Consumer Confidence indicators • Existing Home Sales / New Home Sales • New Housing Price Indicators • Housing Affordability Indicators • Vacancy Rates <ul style="list-style-type: none"> -Apartments -Offices -Industrial • Motor Vehicle Sales • Book-to-Bill Ratio / Unfilled Orders-to-Shipments • Aggregate Stock-to-Sales Ratios • Business Inventories • Wholesale Inventories • Durable Goods Orders • Factory Orders • Housing Permits & Starts • Industrial Production Index & Industrial Price Index • Capacity Utilization <ul style="list-style-type: none"> -Output Gap (e.g. Extended Multivariate Filter) -Utilization Rate (Non-Farm Goods) -Capacity Utilization Rate (Manufacturing) • PMI Manufacturing Index Measures • Personal Savings Rates • Federal Expenditures and Deficit • National Debt-to-GDP 	88	

	<ul style="list-style-type: none"> • Federal Tax Rates <ul style="list-style-type: none"> -Personal -Corporate • Copper Prices • London Metal Exchange Inventories • Gold Prices • Oil Inventories & Oil Prices • Natural Gas Prices • Beige Book Data • Crack Spreads • Business Outlook Survey Results • Business Confidence Indexes • Credit Condition Measures <ul style="list-style-type: none"> -Loosening/Tightening Credit Conditions (Senior Loan Officer Surveys) • Key Interest Rates <ul style="list-style-type: none"> -Overnight Rate -Federal Funds Rate • Gross Domestic Product & GDP per Capita • Money Supply <ul style="list-style-type: none"> -M1 & M2 Money Supply • Indexes of Leading Indicators • Baker-Hughes Rig Counts • Corporate Profits <ul style="list-style-type: none"> -Net Margins -Return on Investment • Treasury Yield Curves • Credit Spreads (Risk Structure of Interest Rates) <ul style="list-style-type: none"> -Federal-AAA -Federal-BBB -AAA-BBB • State Street Investor Confidence Index • Unemployment Rates • Labour Force Participation Rates • Part-Time / Full Time Employment • Number of Discouraged Workers • Number of Jobless Claims • Fertility Rates • Unit Labour Costs <ul style="list-style-type: none"> -Average Hourly Wages -Real Wages -Farm & Non-Farm Payroll -Labour Income-to-GDP • Personal Disposable Income • Baltic Dry Indexes • International Trade <ul style="list-style-type: none"> -Trade in Goods -Trade in Services -Trade Balance 		
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	<ul style="list-style-type: none"> -Current Account Deficit/Surplus • Import and Export Prices • Capital Account and Treasury International Capital (TIC) Flows • Wholesale Trade • Tankan Survey Results • Consumer Price Indexes • Producer Price Indexes • GDP Deflator • TED Spreads • CBOE Volatility Index 		
R.2	10 bonus points will be awarded to the bidder that can offer comparable data coverage, as noted in R.1, for all other developed and developing countries, not just Canada and the US.	10	
R.3	10 bonus points will be awarded to the bidder offering the longest historical records.	10	
Minimum Points			60
Maximum Points			108
Total Points Received			
Data Delivery			
Criteria	Rated Requirement	Max Available Points	Points Achieved
R.4	The bidder should demonstrate that the Excel add-in is easy to configure for data delivery (10 points) and that data feed updates are processed within 0-60 minutes of their official public data release (10 points)	20	
R.5	The bidder should demonstrate that the Excel add-in has a similar user interface as the software application	5	
R.6	The bidder should demonstrate that data feeds in Excel have a single button refresh	10	
R.7	The bidder should demonstrate that data feeds can be refreshed at rapid speeds (10 points) and that once refreshed, the user does not need to be in the software application for the loaded data to be visible and usable (5 points)	15	
R.8	The bidder should demonstrate that data feed frequency and currency can be altered directly from within the Excel add-in	10	
R.9	The bidder should confirm whether data feed delivery requires a database install (No install = 5 points) and that data can be saved to a shareable corporate account within the software application allowing licensed users in TBS to access and work on the same saved files	10	
Minimum Points			30
Maximum Points			70
Total Points Received			
Software Usability			
Criteria	Rated Requirement		Points Achieved

		Max Available Points	
R.10	The bidder should demonstrate that the software is easy to use and navigate via its organizational structure and click sequences	5	
R.11	The bidder should demonstrate that the software has accurate and advanced search functionality to help users find and retrieve data feeds	5	
R.12	The bidder should demonstrate that the software can easily integrate with Microsoft Excel	5	
R.13	The bidder should demonstrate that users can easily upload data from their desktops into the software application	5	
R.14	The bidder should demonstrate that the software has bookmarking functionality, streamlining the data-find function for users	5	
R.15	The bidder should demonstrate that the software and add-ins are reliable and experience/trigger minimal system crashes	5	
		Minimum Points	15
		Maximum Points	30
Total Points Received			
Data Charting			
Criteria	Rated Requirement	Max Available Points	Points Achieved
R.16	The bidder should demonstrate that the software contains advanced charting capabilities comparable to Microsoft Excel (Bonus points will be awarded for charting capabilities that extend materially beyond what is possible in Excel)	5	
R.17	The bidder should demonstrate that charts can be exported to Microsoft Excel, Word, PowerPoint and that charts can be auto-refreshed with new data in the fewest steps possible.	5	
		Minimum Points	5
		Maximum Points	10
Total Points Received			
Analytics			
Criteria	Rated Requirement	Max Available Points	Points Achieved
R.18	The bidder should demonstrate that the software contains advanced analytical capabilities, allowing users to: <ul style="list-style-type: none"> • Conduct statistical tests • Perform linear/non-linear regressions • Undertake standard time series forecasting 	5	
		Minimum Points	0
		Maximum Points	5
Total Points Received			

Total Points and Minimum Required Points	
Minimum Overall Points Required	110
Maximum Overall Points	243
Total Overall Points Received	