



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des
soumissions - TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

LETTER OF INTEREST

LETTRE D'INTÉRÊT

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Military Aircraft / Aéronefs Militaires

11 Laurier St. / 11, rue Laurier

8C1, Place du Portage

Gatineau

Québec

K1A 0S5

Title - Sujet LETTER OF INTEREST	
Solicitation No. - N° de l'invitation W8486-148564/K	Date 2019-05-02
Client Reference No. - N° de référence du client W8486-148564	GETS Ref. No. - N° de réf. de SEAG PW-\$\$\$B-238-27301
File No. - N° de dossier 238bb.W8486-148564	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-06-28	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Perry, Tara	Buyer Id - Id de l'acheteur 238bb
Telephone No. - N° de téléphone (819) 420-6005 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - 1	N / A	I - 1	N / A



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
11	LETTER OF INTEREST K MAISR	D - 1	I - 1	1	Each	\$	\$	See Herein	

**MANNED AIRBORNE INTELLIGENCE
SURVEILLANCE AND RECONNAISSANCE (MAISR) PROJECT
IN-SERVICE SUPPORT (ISS) PROGRAM
LETTER OF INTEREST (LOI) W8486-148564/K**

Purpose and Nature of this Letter of Interest (LOI)

Public Services and Procurement Canada (PSPC), on behalf of The Department of National Defence (DND), is releasing this LOI to inform Industry of, and to seek input to, the draft Request for Proposal (RFP) related to the MAISR ISS Program. The draft RFP is UNCLASSIFIED and will be made available to those interested participants who meet the security requirements. Optional One-on-One sessions intended to brief Canada, complementary to their response to the LOI, will be available, upon request, the week prior to the LOI closing in the National Capital Region.

The purpose of this LOI is to inform Industry on how they can obtain a copy of the draft RFP and seek feedback from eligible suppliers regarding the draft Request for Proposal (RFP). and reply to it within the prescribed timelines. A Request for Information (RFI) in the form of questions to Industry is also provided in Part III.

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The draft RFP associated with this LOI does not imply that Canada has made a final decision on any procurement strategy. PSPC/DND may not select any of the solutions or equipment identified in the responses. Canada shall not be liable for any cost incurred under any circumstances to any supplier who has prepared a response to this draft RFP.

Changes to this LOI may occur and will be advertised on the Government Electronic Tendering System, BuyandSell.gc.ca. Canada asks Respondents to visit BuyandSell.gc.ca regularly to check for any changes.

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PART I – LETTER OF INTEREST

1. Introduction

1.1 Nature of the Letter of Interest

This is not a bid solicitation. This LOI will not result in the award of any contract. Potential suppliers of any goods or services described in this LOI should not reserve stock or facilities, nor allocate resources, as a result of any information contained in this LOI. Nor will this LOI result in the creation of any source list. Therefore, whether or not potential suppliers respond to this LOI will not preclude that supplier from participating in any future procurement. The issuance of this LOI is not to be considered in any way as a commitment by Canada or as authority to potential Respondents to undertake any work that could be charged to Canada. Also, the inclusion of any of the goods and services contained in this draft RFP may not necessarily be part of the final RFP.

This LOI is intended to seek feedback from Industry with respect to the draft RFP. As such, respondents are requested to provide their comments, concerns and recommendations regarding how the requirements or objectives described in the subsequent RFP could be satisfied. Respondents should explain any assumptions they make in their responses. The issuance of this LOI does not create an obligation for Canada to issue a subsequent RFP and does not bind Canada legally or otherwise, to enter into any agreement or to accept or reject any suggestions. Participation in this LOI is encouraged, but is not mandatory.

Responses may be used in the development of the final RFP and thus the response format is not as rigorously defined as would normally be for an RFP. However, for ease of use and in order for the greatest value to be gained from responses, Canada requests that respondents follow the structure outlined in the Format of Responses.

All Questions and Answers will be recorded for Canada's consideration; however, no content will be published on BuyandSell.gc.ca.

1.2 Objective of this Letter of Interest

This LOI is being issued with the following key objectives:

- Provide instructions to qualified Industry participants on how to obtain a copy of the draft RFP;
- Seek detailed industry feedback on the draft RFP document;
- Seek feedback on industry capabilities to assist in the development of the Industrial and Technological Benefits (ITB) Policy and Value Proposition;
- Serve as a continuous point of contact for Canada and Industry throughout the engagement and procurement process; and
- Provide schedule and procurement updates.

2. Instructions for Obtaining a Copy of the Draft RFP and Responding to this Letter of Interest

2.1. To obtain a copy of the draft RFP, interested respondents **must** send a signed copy of the **attached Non-Disclosure Agreement (Annex B)**, and meet the **minimum security requirements indicated in Section 5 "Security Requirements"**. Once Security requirements have been met, the draft RFP will be provided to those companies directly.

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2.2. Contents of the LOI

The information contained in this document remains a work in progress and respondents should not assume that new requirements will not be added to any bid solicitation that is ultimately published by Canada. Nor should respondents assume that any of the requirements will be deleted or revised. Comments regarding any aspect of the requirement are welcome.

As some information cannot be published to www.BuyandSell.gc.ca, a signed Non-Disclosure Agreement (Annex B) by the Company Participant is required to be on file with the Contracting Authority and security clearances met in order to receive the complete draft RFP.

2.3. Nature of Responses Requested

Respondents are reminded that this is an LOI and not a RFP. As such, respondents are requested to provide their comments, concerns and, where applicable, alternative recommendations regarding how the requirements described in the draft RFP could be satisfied. Respondents are also invited to provide comments regarding the content, format and/or organization of any draft documents that may be included in the final RFP. Respondents should list and explain any assumptions that they make in their responses.

All submitted information, comments and/or questions must be based solely on the documentation herein and Industry should not reference any other past procurement process.

Respondents may provide documents / information / data collected as commercial-in-confidence (and if identified as such, will be treated accordingly by Canada). Requirements are subject to change, which may be as a result of information provided in response to this LOI. Participants are advised that any information submitted to Canada in response to this LOI may, or may not, be used by Canada in the development of the potential subsequent RFP.

2.4. Response Costs

Canada will not reimburse any organization for expenses incurred in responding to this LOI, including, but not limited to, expenses incurred for participating in the additional engagement activities.

2.5. Treatment of Responses

Use of Responses: Responses will not be rated or scored. However, the responses received may be used by Canada to develop or modify the procurement approach and subsequent RFP. Canada will review all responses received. Canada may, at its discretion, review responses received after the LOI Response Request Date.

Review Team: A review team composed of representatives of Public Services and Procurement Canada (PSPC), the Department of National Defence (DND) and Innovation, Science and Economic Development Canada (ISED) will review the responses. Canada reserves the right to hire any independent consultant or to use any Government of Canada (GOC) resources that it considers necessary to review any response. Not all members of the review team will necessarily review all responses.

Confidentiality: Respondents should mark any portions of their response that they consider proprietary or confidential. Responses will be handled in accordance with the provision of various legislations including the *Access to Information Act* (R.S. 1985, c. P-21) and the *Defence Production Act* (R.S. 1985, c. D-1).

Controlled Goods: Respondents are asked to identify, in writing, if their response, or any part of their response, is subject to the Controlled Goods Regulations.

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2.6 Clarifications

Canada may, at its discretion, contact any respondents to follow up for clarification on any aspect of their response.

2.7 Format of Responses

Industry is invited to respond to this draft RFP and provide the following information no later than the specified response request date. Respondents are asked to consider the following in preparing their response:

Cover Page: If the response includes multiple volumes, respondents are requested to indicate on the front cover page of each volume the title of the response, the solicitation number, the volume number and the full legal name of the respondent.

Title Page: The first page after the cover page should be the title page, which should contain the following information:

- i. the title of the respondent's response and the volume number;
- ii. the name and address of the respondent;
- iii. the name, address and telephone number of the respondent's contact;
- iv. the date; and
- v. the LOI's Solicitation Number.

General Layout and File Format: Use the written format of respondent's choice, but should use the draft RFP template provided to interested suppliers who meet the security qualifications. Responses should be provided electronically in MS Word, MS Excel, and/or PDF format. The layout of the submissions should follow this proposed format:

- i. Part 1: General Information,
- ii. Part 2: Bidder Instructions,
- iii. Part 3: Bid Preparation Instructions,
- iv. Part 4: Evaluation Procedures and Basis of Selection,
- v. Part 5: Certifications and Additional Information,
- vi. Part 6: Security, Financial and Other Requirements,
- vii. Part 7A: Resulting Contract Clauses,
- viii. Part 7B: Resulting Industrial and Technical Benefits Contract Clauses,
- ix. Annex A: Performance Work Statement (PWS),
- x. Annex B: Basis of Payment,
- xi. Annex C: Security Requirements Check List (SRCL),
- xii. Annex D: Performance Management Plan (PfMP),
- xiii. Annex E: Insurance Requirements,
- xiv. Annex F: Task Authorization Process,
- xv. Annex G: Non-Disclosure Agreement,
- xvi. Annex H: Technical Bid Evaluation Plan,
- xvii. Annex I: Financial Bid Evaluation Criteria,
- xviii. Annex J: Industrial and Technical Benefits – Bidders Instructions; and
- xix. Annex K: Industrial and Technical Benefits – Bid Evaluation Plan.

Number of Copies: Canada requests that respondents submit their UNCLASSIFIED response, by the date, time and place indicated on page 1 of this LOI, and in unprotected (i.e. no password) PDF format by email, if the size of the document is less than 8MB, to the MAISR general inbox:

TPSGC.PAPRSRAP-APMAISR.PWGSC@tpsgc-pwgsc.gc.ca

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Alternatively, Canada requests that respondents save a copy of their PDF (2003 or later) document into each of four (4) CD Rom or DVD and mail them to the Contract Authority below, by the date, time and place indicated on page 1 of this LOI.

Responses may be submitted in either of Canada's official languages, English or French, at the preference of the respondent.

2.8 Submissions

2.8.1 Non-Disclosure Agreement

A Non-Disclosure Agreement (NDA) signed by a Company Participant must be on file with the Contacting Authority, identified herein at Section 3. Upon receipt of the signed NDA, Canada will validate Security requirements in order to distribute the draft RFP to the Company Participant for distribution within their company on a need to know basis. An NDA is required on file before registration can commence. The attached NDA is required to be signed and submitted by all companies at the draft RFP stage of the procurement.

Annex B – Non-Disclosure Agreement

2.8.2 Registration for One-on-One Meeting Deadline: May 17th, 2019

Optional One-on-One: Canada will host, in the National Capital Region, optional One-on-One sessions with interested Industry Participants to listen to recommendations. In the interest of fairness and transparency, Canada will only receive information during these sessions. The One-on-One sessions will be available to Participants who have registered, and will take place in the National Capital Region commencing on 18 June to 21 June 2019, from 08:45 to 16:00 each day (Annex C). No Industry content from One-on-One sessions will be published on BuyandSell.gc.ca, but any clarifications directly regarding the draft RFP provided by Canada during One-on-One sessions will be provided to all suppliers who meet the security requirements.

One-on-One meeting arrangements will be confirmed with the participants NLT 21 May 2019.

One-on-One Sessions will be scheduled on a first come, first served basis. Participants must identify themselves by their legal name, corporate address, the names of all representatives attending and their respective title as well as their office address, telephone number and e-mail address. Company Participants wishing to attend a One-on-One meeting are requested to complete the form:

Annex C, Appendix 1 – One-on-One Session Registration

Upon completion of the One-on-One Sessions, Canada will consider all available information and determine any next steps, if applicable.

2.8.3 LOI Response Request Date: June 28th, 2019

Canada is requesting feedback from Industry on the draft RFP. Respondents are encouraged to provide a response even if they are not able to participate in the One-on-One Sessions. Responses are to be provided in writing to the PSPC Contracting Authority, identified herein at Section 3, on or before June 28, 2019.

Each respondent should ensure that its name, return address, the solicitation number appear legibly on the outside of the response. Responses to this LOI will not be returned.

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Comments and input will be accepted any time up to the time when/if a follow-on solicitation is published.

3. Enquiries

All enquiries and other communications related to this draft RFP, including submission of the NDA, shall be directed exclusively to the PSPC Contracting Authority. Since this is not a bid solicitation, Canada will not necessarily respond to enquiries in writing or by circulating answers to all respondents; however, respondents with questions regarding this draft RFP may direct their enquiries to:

Contracting Authority:

Tara Perry
Public Services and Procurement Canada
11 Laurier Street.
Place du Portage III, 8C1
Gatineau, Québec, K1A 0S5
E-mail : [TPSGC.PAPRSRAP-
APMAISR.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.PAPRSRAP-APMAISR.PWGSC@tpsgc-pwgsc.gc.ca)
Telephone : 819-420-6005

Secondary Contact:

Melissa Bechamp
Public Services and Procurement Canada
11 Laurier Street.
Place du Portage III, 8C1
Gatineau, Québec, K1A 0S5
E-mail : [TPSGC.PAPRSRAP-
APMAISR.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.PAPRSRAP-APMAISR.PWGSC@tpsgc-pwgsc.gc.ca)
Telephone : 819-420-4575

The use of email to communicate is preferred. Suppliers **must not email** enquiries which contain classified information.

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PART II – MAISR ISS Program Information

4. MAISR ISS Procurement Timeline

It is Canada's intention that the engagement and procurement activities follow the timeline below. Suppliers are advised to note the dates for information requested by Canada and are asked to submit the information requested on or before that date.

Table 1 – Procurement / Engagement Activity and Related Dates

Procurement / Engagement Activity	Target Date	Date Completed
Phase 1 – Unclassified		
Request for Information (RFI)	April 2018 and September 2018	April 26 th , 2018 and October 4 th , 2018
Industry Days	June 2018 and October 2018	June 4 th , 2018 and October 30 th , 2018
One-on-One meetings		
Follow-on Information	July 2018 and March 2019	July 3 rd , 2018 and March 7 th , 2019
Phase 2 – Unclassified with Security Requirements		
Draft Request for Proposal		
Request for One-on-One meeting No Later Than	May 17 th , 2019	
Last day of submitting a question to GC and ensuring a response before closing	June 14 th , 2019	
One-on-one meetings	June 18 th - 21 st , 2019	
Final day to Submit Feedback	June 28 th , 2019	
Phase 3 – Classified		
Request for Proposal	August / September 2019	
Phase 4 – Classified		
Contract	TBD	

5. Security Requirements

5.1 There are Security Requirements associated with the draft RFP. For more information on personnel and organization security screening or security clauses, suppliers shall refer to the Contract Security Program of Public Works and Government Services Canada (www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) website.

5.2 One of the key purposes of the draft RFP is to advise suppliers of the mandatory security requirements associated with the various procurement and engagement activities. Canada will not delay the release or closing of a RFP while suppliers obtain the required security clearance.

5.3 The draft RFP, RFP and resulting contract each contain specific mandatory security requirements detailed within the Security Requirements Check List and security clauses of the respective documents. Table 2 summarizes the planned security requirements by procurement/engagement activity. Security clearance(s) must be issued by PSPC's CISC. To receive the draft RFP products, Canadian companies must meet the Phase 2 security requirements.

5.4 This LOI is not subject to the Controlled Goods Program. However, follow-on procurement activities for MAISR ISS will be subject to the Controlled Goods Program. For information pertaining to the Controlled Goods Program, please refer to the Public Services and Procurement Canada website (<https://ssi-iss.tpsgc-pwgsc.gc.ca/dmc-cgd/index-eng.html>).

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Table 2 – Procurement / Engagement Activity and Associated Security Requirements.

Procurement / Engagement Activity	Security Clearance Required
Phase 1 – Unclassified	
Industry Engagement	
Phase 2 – Unclassified with Security Requirements	
Draft Request for Proposal*	<ul style="list-style-type: none"> - Facility Security Clearance (FSC): SECRET, Canadian Eyes Only - Personnel (PSC): SECRET, Canadian Eyes Only
Meetings	<ul style="list-style-type: none"> - Unclassified
Phase 3 – Classified	
Request for Proposal*	<ul style="list-style-type: none"> - Facility Security Clearance (FSC): SECRET, Canadian Eyes Only - Personnel (PSC): SECRET, Canadian Eyes Only - Document Safeguarding Capability: SECRET
View Classified Information	<ul style="list-style-type: none"> - Personnel Viewing: SECRET, Canadian Eyes Only
Obtain a hard copy of Classified Information	<ul style="list-style-type: none"> - Personnel Transporting Document: SECRET, Canadian Eyes Only - Document Safeguarding Capability: SECRET
Classified Meetings	<ul style="list-style-type: none"> - Personnel Attending: SECRET, Canadian Eyes Only
Phase 4 – Classified	
Contract*	<ul style="list-style-type: none"> - Facility Security Clearance: SECRET, Canadian Eyes Only - Multiple levels of Personnel Screening: up to SECRET - Document Safeguarding Capability: SECRET - COMSEC (Access and Safeguarding): SECRET, Restricted to Canadian/USA Eyes Only - Production of Protected and/or Classified Material or Equipment at the supplier's site or premises: SECRET - Supplier's site IT systems: Protected A

* Draft only at this time. Security Requirements may be amended throughout the procurement process. The decision to conduct any further procurement activities has not been taken.

6. National Security Exception

6.1 This LOI is not subject to a National Security Exception. However, in order to protect national security interests, Canada has invoked its right under national and international trade agreements to use a National Security Exception (NSE) for any resulting solicitation or contract.

6.2 An NSE allows Canada to remove a procurement from some or all of the obligations of the relevant trade agreements where Canada considers it necessary to do so in order to protect its national security or other related interests specified in the text of the national security exceptions.

7. Industrial and Technological Benefits (ITB) Policy

7.1 This requirement is exempt from the international trade agreements and falls within the framework of the Defence Procurement Strategy announced on February 5, 2014. Therefore, ITB Policy with Value Proposition will apply to this procurement. The ITB Policy is administered by Innovation, Science and Economic Development Canada (ISED). To obtain information about Canada's ITB Policy, visit www.canada.ca/itb

7.2 In-Service Support is a Key Industrial Capability (KIC) and leading industrial service. The five (5) ITB Policy main objectives are:

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- Support the long-term sustainability and growth of Canada's defence sector;
- Support the growth of prime contractors and Canadian suppliers in Canada, including small and medium-sized enterprises in all regions of the country;
- Enhance innovation through Research and Development (R&D) in Canada;
- Increase the export potential of Canadian-based firms; and
- Support Skills Development and Training in Canada.

8. Fairness Monitor

8.1 Canada has engaged the services of an organization to act as an independent, third-party Fairness Monitor (FM). The role of the Fairness Monitor is to provide an attestation of assurance on the fairness, openness, and transparency of the monitored activities.

The Fairness Monitor's duties include, but are not limited to the following;

- i. observing all or part of the procurement process (including, but not limited to, the engagement and contemplated RFP processes);
- ii. providing feedback to Canada on fairness issues; and
- iii. attesting to the fairness of the procurement process.

8.2 Please note, for the purpose of carrying out its Fairness Monitor related obligations, the Fairness Monitor will be granted access to industry responses and related correspondence received by Canada as a result of this draft RFP and may act as an observer at potential follow-up engagement or contracting activities.

9. Official Languages

Any future contract for the MAISR ISS Program will require the Contractor to provide all documentation and technical and client support in both official languages.

10. Engagement Approach

10.1 The industry engagement process began with a Letter of Interest and will conclude when a final RFP or Proposal is issued or when Canada advises suppliers that the engagement process has concluded.

10.2 As any final solicitation documents may themselves be classified they may not be publicly posted. Please be advised the proposed engagement approach and related procurement activities beyond this draft RFP may be amended at any time.

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PART III: REQUEST FOR INFORMATION

11. Questions to Industry

Qualified suppliers are requested to provide feedback or comments on all documentation provided for the draft RFP as well as a response to the following questions related to this LOI:

1. The timing of LOI K allows industry to provide feedback to DND concerning the 8 Wing Hangar 7 Infrastructure modifications. To optimize the ISS, does your company have any Hangar 7 recommendations? Any preferred space allocations? Please provide sketches, pictures, or other supporting documents to provide input to the design of the required workspace within 7 Hangar.
2. As presented in Annex B of the draft RFP, Basis of Payment, does your company support the use of gain share? If so, what are your recommendations for implementation? Please include any justifications.
3. As presented in Annex D of the draft RFP, Performance Management Plan, paragraph 3.5.8, what values does your company recommend for each of the \$ per % for KPI 1-1 and 1-2? Include justification for each.
4. Does your company have a DND COMSEC account? Do you see any limitations or constraints if DND were to make provisions for the ISS contractor to manage, store, load cryptographic keys (CCI) instead of being managed by DND?
5. Please provide specific comment for all ITB draft RFP documentation.
6. Please provide comments on the Labour Categories provided in Annex B, Basis of Payment, in the **Table F** provided under Section 2.2.3.1. Do you foresee any other Labour categories that will be required to perform the Work as stated in Annex A, PWS and its appendices?
7. For the EPA, are there specific indices you would recommend Canada include?

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Annex A – Rules of Engagement

RULES OF ENGAGEMENT (RoE):

1. This Industry consultative process will be conducted with the utmost fairness and equity between all Parties. No individual, participant, or organization must receive nor be perceived to have received any unusual, preferential or unfair advantage over the others during this consultation.
2. Participation in this industry consultation process requires attendees to sign and return the Rules of Engagement Agreement attached at Annex A, Appendix 1. A Company Participant is required to sign the Non-Disclosure Agreement attached at Annex B. By signing Annex A, Appendix 1, Participants agree to abide by the Rules of Engagement (ROE) contained herein. By signing Annex B, Participants agree to abide by the terms set out therein. This Engagement Agreement will apply beginning with the signing of this Engagement Agreement and concluding with the release of the Request for Proposal (RFP).
3. All documentation and/or verbal clarifications provided by Canada throughout the LOI Industry Engagement Process, including One-on-One meetings, will be provided to suppliers who have agreed to and signed the attached Non-Disclosure Agreement and met the required security clearance as provided in Section 5, Table 2.
4. The LOI Industry Engagement Process will consist of One-on-One Sessions, and any other events deemed necessary by Canada.
5. The LOI One-on-One Sessions will be hosted by Canada (including PSPC, DND and ISEDC) and will be attended by potential vendors.
6. In order to maximize the benefits of the consultative process, Canada will endeavour to seek feedback from Participants on various issues raised relating to the definition of requirements and the sourcing process. Any solutions, ideas or issues raised during the One-on-One Sessions will be analyzed for further consideration by Canada.
7. Canada reserves the right to use any information provided by respondents in the development of the final RFP.
8. Should Canada have the need for further input from the Participants, follow-on questions may be posed to some or all Participants in writing, as required.
9. Canada will perform a review of Industry feedback submitted and may incorporate it as it deems appropriate in the development of any subsequent RFP.
10. Canada does not intend to communicate the content of the LOI One-on-One Sessions via <https://buyandsell.gc.ca>.
11. Questions, clarifications and information of a proprietary nature must be clearly identified as "proprietary" or "Commercial-in-Confidence" by Participants.
12. Participation in the consultative process is not a condition or prerequisite for the participation in any RFP.

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LETTER OF INTEREST (LOI) W8486-148564/K**

RoE Terms and Conditions:

1. The following terms and conditions apply to the Industry Engagement process. In order to encourage open dialogue and a fair and transparent process, Participants agree to the following:
 - a. Participants must register for the LOI One-on-One Sessions by signing and returning the Rules of Engagement Agreement, no later than May 17, 2019. Participants can indicate their preferred time slot in their request for registration by filling out Annex C, Appendix 1 – One-on-One Registration. The time slots of the One-on-One Sessions are indicated in Annex C – One-on-One Proposed Meeting Sessions. A maximum of three (3) Participants per interested Company can sign up to a One-on-One Session;
 - b. Registration of Participants must be submitted by e-mail to the PSPC Contracting Authority, herein identified at Part I Section 3, within the LOI;
 - c. During the LOI Industry Day and One-on-One Sessions, Participants are to direct all inquiries and comments only to authorized representatives of Canada, as directed in notices given by Canada;
 - d. Canada requires Participants to NOT reveal or discuss any information or documentation to the Media regarding the MAISR Project during this Industry Consultative process;
 - e. Media are not permitted to participate in the LOI One-on-One Sessions;
 - f. Canada is not obligated to issue any RFP, or to negotiate any contract, for the MAISR In-Service Support Program as a result of this Industry consultative process;
 - g. If Canada does release an RFP, the terms and conditions of the RFP will be at the sole discretion of Canada;
 - h. Canada will not reimburse any person or entity for any cost incurred in participating in this Industry consultation process;
 - i. Participants are encouraged to provide feedback concerning the MAISR ISS Program and to provide constructive resolutions to the issues in question. All Participants will have equal opportunity to share their ideas and suggestions;
 - j. Participation is not a mandatory requirement. Not participating in this LOI consultation process will not preclude a bidder from submitting a proposal(s) on an upcoming competitive procurement process;
 - k. Failure to sign the ROE and Non-Disclosure Agreement will prevent Participants from participating in the LOI Industry Day and One-on-One Sessions, or any further information relating to this LOI Industry consultation process, and;
 - l. It is requested that the contact information (name, title, phone number, e-mail address) for the Company Participant be provided with this signed agreement.
2. The terms and conditions outlined above are to be respected by all Participants, in order to ensure a fair consultation process and generate a discussion that will be beneficial to both Canada and Industry. Failure to comply with any of these terms and conditions may result in the company becoming ineligible to continue as a Participant of the MAISR In-Service Support Program Industry Consultative process.

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3. By signing Annex A, Appendix 1, the participant represents that he/she has full authority to bind the listed company and that the participant and the company agree to be bound by all the terms and conditions contained herein.

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Annex A, Appendix 1 – Rules of Engagement Agreement

Attendance at the LOI One-on-One Industry Engagement Sessions for the MAISR In-Service Support Program is open to all interested Participants and is conditional on the formal acceptance of this Industry Rules of Engagement Agreement.

Due to the nature of the LOI Industry Engagement and the information sought by Canada, One-on-One Sessions will be scheduled on a priority basis. Participants interested in attending the One-on-One Sessions are required to identify, in the table below, their preferred choices for the One-on-One Sessions. The available time slots for the One-on-One Sessions are attached at Annex C – One-on-One Proposed Meeting Sessions.

In addition, should a Participant wish to take part in a One-on-One Session, the Participant is expected to attach and return a brief explanation of the nature of its business, in writing, to the PSPC Contracting Authority, on or before May 17, 2019.

A duly authorized officer of the company shall sign this Industry Rules of Engagement Agreement in this regard.

Participant Company (please print):

Name: _____

Address: _____

Language of Preference: ☐ English ☐ French

List of Company's Participants: Please provide the required information as per table below (up to a maximum of 3 participants per company):

1.	Legal Name and Title of Participant (Lead):	
	Telephone Number:	
	E-mail:	
	Signature:	
	Date:	

	Legal Name and Title of Participant:	
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2.	Telephone Number:	
	E-mail:	
	Signature:	
	Date:	
3.	Legal Name and Title of Participant:	
	Telephone Number:	
	E-mail:	
	Signature:	
	Date:	

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Annex B - Non-Disclosure Agreement

Distribution of the information package for the MAISR In-Service Support shall be conditional on the formal acceptance of this Non-Disclosure Agreement (NDA). Each Company who will have access to the information package, or who is provided information on a need to know basis, must sign the NDA by appointing a Company Participant.

I, _____ (name of Company Participant, please print), recognize that in the course of my work as an employee of

_____(Company name, please print), may be given access to information by or on behalf of Canada, pursuant for all activities related to solicitation process W8486-148564 up to the conclusion of the Request For Proposal process. For the purposes of this agreement, information includes but is not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the Letter of Interest process.

I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any Company which has not completed this NDA or to any person other than a person employed by Canada. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Company Participant by or on behalf of Canada must be used solely for the purpose of responding to the LOI and must remain the property of Canada, or a third party, as the case may be.

I agree to remain bound by this agreement for all activities related to solicitation process W8486-148564 up to the conclusion of the RFP process.

Signature of Company Participant

Title

Date

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Annex C - One-on-One Proposed Meeting Sessions

DATES:

18 - 21 JUNE 2019

LOCATION:

TBD IN THE NATIONAL CAPITAL REGION

MAISR In-Service Support Representatives

PSPC	DND	ISED	Fairness Monitor
Tim Babcock Manager	Lieutenant-Colonel François Lavertu Project Director (PD)	Henrique Santos Deputy Director	Bruce Maynard FM Specialist
Tara Perry Contracting Authority	Major Stephane Bourque Deputy Project Director (D/PD)	Jennifer Naddaf Project Officer	Peter Woods FM Specialist
Melissa Bechamp Supply Specialist	Kelvin Hamilton Project Manager (PM)		
Mark Murphy Team Leader	Craig Johnston Deputy Project Manager (D/PM)		
	Caroline Porter Project Procurement Authority (PA)		
	Mike Dimic WSM Representative		
	John Piers WSM Procurement Authority (PA)		

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TUESDAY, JUNE 18TH, 2019

DAY 1	
09:00 – 11:00	SLOT 1 ONE-ON-ONE SESSION (2HRS)
11:00 – 11H30	LUNCH BREAK
11H30 – 13H30	SLOT 2 ONE-ON-ONE SESSION (2HRS)
14H00 – 16H00	SLOT 3 ONE-ON-ONE SESSION (2HRS)

WEDNESDAY, JUNE 19TH, 2019

DAY 2	
09:00 – 11:00	SLOT 1 ONE-ON-ONE SESSION (2HRS)
11:00 – 11H30	LUNCH BREAK
11H30 – 13H30	SLOT 2 ONE-ON-ONE SESSION (2HRS)
14H00 – 16H00	SLOT 3 ONE-ON-ONE SESSION (2HRS)

THURSDAY, JUNE 20TH, 2019

DAY 3	
09:00 – 11:00	SLOT 4 ONE-ON-ONE SESSION (2HRS)
11:00 – 11H30	LUNCH BREAK
11H30 – 13H30	SLOT 5 ONE-ON-ONE SESSION (2HRS)
14H00 – 16H00	SLOT 6 ONE-ON-ONE SESSION (2HRS)

FRIDAY, JUNE 21ST, 2019

DAY 4	
09:00 – 11:00	SLOT 7 ONE-ON-ONE SESSION (2HRS)
11:00 – 11H30	LUNCH BREAK
11H30 – 13H30	SLOT 8 ONE-ON-ONE SESSION (2HRS)
14H00 – 16H00	SLOT 9 ONE-ON-ONE SESSION (2HRS)

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Annex C, Appendix 1 – One-on-One Registration

Participant Company (please print):

Name: _____

LOI One-on-One Session Preferred Choices		
Choice #	Identify Date:	Identify Preferred Time Slot:
#1		
#2		
#3		
#4		