



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
Room 100,
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6
Bid Fax: (204) 983-0338

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Western
Region
Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6

Title - Sujet Harbour Aerial Photography	
Solicitation No. - N° de l'invitation F2470-190006/B	Date 2019-06-24
Client Reference No. - N° de référence du client F2470-190006	
GETS Reference No. - N° de référence de SEAG PW-\$WPG-010-10853	
File No. - N° de dossier WPG-9-42002 (010)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-07-09	Time Zone Fuseau horaire Central Daylight Saving Time CDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Maki, Christie	Buyer Id - Id de l'acheteur wpg010
Telephone No. - N° de téléphone (204) 891-6126 ()	FAX No. - N° de FAX (204) 983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF FISHERIES AND OCEANS 501 UNIVERSITY CRESCENT WINNIPEG Manitoba R3T2N6 Canada	

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

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F2470-190006

Amd. No. - N° de la modif.
File No. - N° du dossier
WPG-9-42002

Buyer ID - Id de l'acheteur
wpg010
CCC No./N° CCC - FMS No./N° VME

This bid solicitation cancels and supersedes previous bid solicitation number F2470-190006/A dated 2019-05-10 with a closing of 2019-05-29 at 14:00. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

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PART 1 - GENERAL INFORMATION

1.1 Statement of Work

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

1.2 Debriefings

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

1.3 Trade Agreements

The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

1.4 Canadian Content

The requirement is limited to Canadian services.

1.5 epost Connect service

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

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: 90 days

2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

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F2470-190006

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File No. - N° du dossier
WPG-9-42002

Buyer ID - Id de l'acheteur
wpg010
CCC No./N° CCC - FMS No./N° VME

BRU: Western Region Bid Receiving Unit (Winnipeg)
Address: Room 100, 167 Lombard Avenue
Winnipeg, Manitoba R3B 0T6
Bid Fax: (204) 983-0338

E-post Connect: ROReceptionSoumissions.WRBidReceiving@tpsgc-pwgsc.gc.ca

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

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

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

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as

such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

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

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

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

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

If Annex C Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

This requirement includes mandatory technical evaluation criteria at Annex A1.

4.1.2 Financial Evaluation

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection - Mandatory Technical Criteria

SACC Manual Clause A0031T (2010-08-16), Mandatory Technical Criteria

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any

certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

() the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult [Annex 3.6](#), Example 2, of the [Supply Manual](#).

5.2.3.1.1 SACC Manual clause [A3050T](#) (2018-12-06) Canadian Content Definition

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Work

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.3.2 Supplemental General Conditions

[4007](#) (2010-08-16) Canada to Own Intellectual Property Rights in Foreground Information apply to and form part of the Contract.

[4011](#) (2012-07-16) Goods- Medium Complexity, apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to November 29, 2019 inclusive

6.4.2 Delivery Date

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

6.4.5 Delivery Points

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

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6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Christie Maki
Title: Procurement Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 100-167 Lombard Ave, Winnipeg MB R3B 0T6
Telephone: 204-891-6126
Facsimile: 204-983-7796
E-mail address: christie.maki@pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is:

TO BE DETERMINED

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

6.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: ____ ____ _____
Facsimile: ____ ____ _____
E-mail address: _____

6.6 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.

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices in Annex B for a cost of \$ To be determined. Customs duties are included and Applicable Taxes are extra.

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

6.7.3 Multiple Payments

SACC Manual clause [H1001C](#) (2008-05-12) Multiple Payments

6.7.4 SACC Manual Clauses

SACC Manual clause [A9117C](#) (2007-11-30) T1204 - Direct Request by Customer Department
SACC Manual Clause [C0705C](#) (2010-01-11) Discretionary Audit

6.7.5 Electronic Payment of Invoices – Contract

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

To be determined

6.8 Invoicing Instructions

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. 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.

6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.9.3 SACC Manual Clauses

SACC Manual clause [A3060C \(2008-05-12\)](#) Canadian Content Certification

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6.10 Applicable Laws

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

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general 4007 (2010-08-16) Canada to Own Intellectual Property Rights in Foreground Information
- (c) the supplemental general conditions 4011 (2012-07-16) Goods- Medium Complexity;
- (d) the general conditions 2010B (2018-06-21), General Conditions – Professional Services (Medium Complexity);
- (e) Annex A, Statement of Work;
- (f) Annex B, Basis of Payment;
- (g) the Contractor's bid dated _____

6.12 SACC Manual Clauses

SACC Manual clause G1005C (2016-01-28) Insurance- No Specific Requirement

6.13 Inspection and Acceptance

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

ANNEX A

STATEMENT OF WORK

1.0 Contract Title

High Resolution Imagery – Ortho-Photography for Fisheries and Oceans Canada

2.0 Contract Period

Contract award to November 29, 2019

3.0 Objectives of the Requirement

Fisheries and Oceans Canada (DFO) – Small Craft Harbours (SCH) Branch requires a Contractor to provide colour digital aerial Ortho-imagery for a large number of sites in Manitoba (MB), Saskatchewan (SK), and Alberta (AB). The purpose of the project is to obtain high quality, detailed, and accurate imagery coverage for twenty-seven (27) identified SCH harbour sites.

The large number of sites and a logistical acquisition window requires a focused and detailed acquisition plan in order to ensure success of the project. This imagery will be used by DFO for site assessment, mapping, planning, historical and future analysis and other activities.

The following is a list of project deliverables per harbour site, which are described below:

- Strip Imagery
- Ortho-imagery
- Flight Reports
- Derived Products
- Project Status and Tracking Reports

All imagery acquisition must be completed between July and September 2019 and all deliverables completed by November 15, 2019.

4.0 Scope of Work

For each harbour site, the contractor must acquire new high resolution (6.5 cm/pixel or better) digital colour imagery of certain SCH harbours (see Appendix 1) in Manitoba, Saskatchewan, and Alberta. Following approval of the Strip Imagery, the contractor will prepare an ortho-rectified image for all photographed SCH harbour sites.

4.1 Imagery

4.1.1. Strip Imagery

All SCH harbour sites require at least five (5) compressed and one (1) uncompressed, un-rectified, not-geographically referenced, 'vertical' digital images for approval prior to preparation of ortho-imagery.

4.1.2. Ortho-imagery

All SCH harbour sites require one (1) ortho-rectified, geo-referenced imagery mosaic (in specified formats listed in Section 5.10) suitable for input into Commercial-Off-The-Shelf (COTS)

Geographical Information System (GIS), desktop mapping, and Computer Aided Drafting and Design (CADD) applications.

5.0 Detailed Requirement

5.1 Harbour Site Locations

The location of each harbour site is provided in Appendix 1.

5.2 Collection Area

The Collection Area for each harbour site is defined as the property limits (see Section 5.13) plus a 300 metre buffer beyond (on all sides of the property limits, including land and water).

5.3 Imagery Acquisition: Schedule

- Images must be acquired between July 1 and September 15 of 2019.
- The Contractor will determine local weather and site conditions to facilitate an efficient flight schedule.

5.4 Imagery Acquisition: Environmental Conditions

Imagery must meet the following requirements:

- Less than 5% cloud cover.
- At least 30 degrees sun angle.
- Clear atmospheric conditions: no haze, smoke, dust, fog, or combination thereof or other effects limiting visibility.
- No snow cover on ground.
- No ice cover on lakes/ivers.

There will be no additional payment for any expenses incurred while waiting for acceptable environmental conditions.

5.5 Imagery Acquisition: Bands and Resolution

- The imagery must be captured at a Ground Sampling Distance (GSD) of 6.5 cm or better.
- The imagery must be captured with a minimum ground coverage width of 500 metres per exposure.
- The imagery must be captured using a medium or large format metric mapping camera calibrated within less than 3 years from date of tender posting.
- Imagery acquisition must be RGB colour or better.

5.6 Image Acquisition: Accuracy and Flight Parameters

- The imagery must have a minimum of 60% forward overlap and 30% side overlap.
- For harbour sites, strip(s) of imagery must be flown in a direction parallel to the shoreline adjacent to the harbour.
- Imagery must be acquired as a minimum of five (5) individual images per site.
- Global Positioning System (GPS) technology must be used to capture x, y, and z positions of the aircraft.

5.7 Ortho-imagery Deliverable: Bands and Resolution

- The final imagery mosaic for each harbour site must be 6.5 cm per pixel or better, true colour

- or RGB, ortho-rectified, geo-referenced and seamless.
- Adjacent images used to develop the final mosaics must be tone and contrast matched to give the appearance of a continuous image.
- There must be no gaps or slivers between image tiles in the final mosaics.
- There must be no smears or blurred imagery in the final mosaics.

5.8 Ortho-imagery Deliverable: Accuracy

- Internal (within an ortho-image) measurements between readily defined points must be within 0.5 meters of ground measured distances.
- Absolute accuracy (relationship to actual UTM co-ordinates) must be less than 2.0 meters.
- The imagery must be compensated for all factors such as, but not limited to: terrain relief, lens distortion, and other camera and viewing angle parameters that affect the accuracy of the ortho-image.

5.9 Strip Imagery Deliverable: Digital Format

- Imagery must be delivered as a minimum of five (5) individual images per harbour site (which together must show the at least entire Collection Area) in the following format:
 - Compressed JPEG (.jpg).
- One (1) image (same image as one of the compressed images) must also be submitted per site with maximum quality and minimal loss, in the following format:
 - Uncompressed TIFF (.tif).
- The JPEG format images must be readable by non-GIS Windows-based image viewers such as Windows Picture and Fax Viewer and must not contain embedded 'Pyramid' schemes or other artifacts.
- The strip imagery (JPEGs & TIFF) is not required to be ortho-rectified.
- Each JPEG format images must have a maximum file size of 10 MB.

5.10 Ortho-imagery Deliverable: Digital Format

- A single mosaic for each harbour site encompassing the entire Collection Area is required, delivered in the following formats:
 - Uncompressed TIFF (not Geo Tiff) format (.tif) with associated TFW (.tfw) file(s).
 - Compressed JPEG (.jpg) format with associated JGW (.jgw) file(s).
 - Compressed ER Mapper (.ecw).
- The TIFF and JPEG formats must be readable by non-GIS Windows-based image viewers such as Windows Picture and Fax Viewer and must not contain embedded 'Pyramid' schemes or other artifacts.
- The JPEG format images must have a maximum file size of 10 MB.

5.11 Ortho-imagery & Strip Imagery Deliverable: Visual Quality Control

Prior to delivery, a visual inspection of the images must be performed by the contractor to verify the quality of the imagery. Items of particular concern include areas of inconsistent tone relative to the surroundings and areas of apparently smeared or blurred imagery.

- Linear features including but not limited to buildings, roads, bridges, wharves, railways, and other structures must appear straight or as smooth curves where appropriate and unwavering. Any anomalies that might occur during capture or processing must be corrected prior to delivery.
- Mismatching of linear features at seams must not be noticeably visible and therefore not exceed 2x (two times) the pixel size.

- Adjacent images used to develop the final mosaics must be tone and contrast matched to give the appearance of a continuous image.
- There must be no gaps or slivers between image tiles in the final mosaics, to give the appearance of a continuous image.
- There must be no solar hot spots, light streaks, or lens flare in the imagery.

5.12 Coordinate Systems for Map Files and Ortho-imagery

The geo-referenced map files, ortho-imagery and other data for each site must be delivered in the North American Datum 1983 (NAD83) Canadian Spatial Reference System (CSRS), and the Universal Transverse Mercator (UTM) projection in the appropriate zone.

5.13 Property Limits

After contract award, DFO will supply a .kmz file showing the approximate property limits of each harbour site.

The approximate areas, not including applicable buffer zones, of the sites are included in Appendix 1.

6.0 Deliverables

6.1 Strip Imagery

Minimum five (5) compressed colour images and one (1) uncompressed colour image, of each harbour site listed in Appendix 1. These images are to be supplied in the formats as described in Section 5.9.

6.1.1. File Names

Compressed image file names must be unique throughout the contract and be formatted as:

LocationName_Province_LocationCode_DDMMYY_YY_##.jpg

Where DDMMYY_YY is the date the image was captured. See the example below to fully understand the Upper and Lower case letters in the name, without a space, the month format and the numbering format.

Examples:

Georgelsland_MB_5518_15JUL2019_01.jpg
Georgelsland_MB_5518_15JUL2019_02.jpg
Georgelsland_MB_5518_15JUL2019_03.jpg

Uncompressed image file names must be unique throughout the contract and be formatted as:

LocationName_Province_LocationCode_DDMMYY_YY_##.tif

Where ## is the same image number as the matching compressed JPEG.

6.2 Ortho-imagery

One (1) colour, ortho-rectified, geo-referenced image of each harbour site listed in Appendix 1. The image must encompass the full extent of the Collection Area. This image will be supplied in multiple formats as described in Section 5.10.

6.2.1. File Names

Image file names must be unique throughout the contract and be formatted as:

LocationName_Province_LocationCode_DDMMYYYY_O.extension

Where DDMMYYYY is the date the image was captured. See the example below to fully understand the Upper and Lower case letters in the name, without a space, the month format and the numbering format.

Example:

Georgelsland_MB_5518_15JUL2019_O.jpg (or .tif, .ecw)

6.3 Flight Reports

A report for each site containing information including but not limited to flight date(s), flight time, camera model, aircraft, flying height, navigational equipment, horizontal control parameters, weather conditions, problems encountered, and any other pertinent issues. A typical report is in the order of 1-3 pages plus any appendices. The report is to be submitted in Adobe PDF (.pdf) format.

6.3.1. File Names

Flight report file names must be unique throughout the contract and be formatted as:

LocationName_Province_LocationCode_FlightReport.pdf

6.4 Project Status and Tracking Reports

The contractor must notify the DFO Project Authority regularly of upcoming flights, flight delays, within one week following a successful flight, status of image processing, of upcoming delivery time frames, overdue accounts and any other issues through project status reports. Reports must be weekly once image acquisition has begun, even if the report just states "No Activity".

The project tracking report will include a spreadsheet of sites and dates where imagery has been acquired, planned dates of flights, and imagery that has been processed.

The reports are to be in Adobe PDF and MS Excel format. The reports must be e-mailed directly to the DFO Project Authority by 12:00 CST on the first business day of each week.

6.4.1. File Names

Project status report file names must be unique throughout the contract and be formatted as: Project Status/Tracking Report_DDMMYYYY.pdf where the DDMMYYYY is the date of the report.

For Example: Project Status Report_05AUG2019.pdf

For Example: Project Tracking Report_05AUG2019.xlsx

6.5 Derived Products

Any derived products used to develop the ortho-imagery, including but not limited to a Digital Elevation Model (DEM, DSM, DTM), horizontal and vertical control point data, and vector data. Data

to be in a vector, point, or other suitable format wholly compatible with ESRI brand GIS software, typically a .shp file.

6.6 Delivery Media and Method

Digital information for each site is to be delivered on external portable hard drives. DFO is not responsible for the return of the external hard drives to the contractor. In addition to delivery by hard media, an ftp site may also be developed by the contractor for interim deliveries of digital data. Any such ftp site must be accessible by and approved by DFO prior to use.

If digital data for more than one site is included in one delivery, the data for each site should be in separate directories and sorted by Location Name and Code, and Image Format.

6.6.1. Directory Name by Location Name and Code

Directory name must be unique through the contract and be formatted as: Location Name
Province Location Code

For Example: George Island MB 5504

6.6.2. First sub-directory Names by Deliverable

First sub-directory names must be unique throughout the contract and be formatted as:
Deliverable.

For Example: Strip Imagery

For Example: Orthoimagery

6.6.3. Second sub-directory Names by Image Format

For Strip Imagery and Orthoimagery sub-directories, second sub-directory names must be unique throughout the contract and be formatted as: Image Format.

For Example: JPEG

For Example: ECW

For Example: TIFF

7.0 Schedule for Deliverables

The following table outlines submission deadlines for the project deliverables:

Deliverable	Submission Deadline
Strip Imagery	September 30, 2019
Ortho-imagery Flight Reports Derived Products Project Status and Tracking Reports	November 15, 2019

Project Status and Tracking Reports must be submitted weekly with the last reports being submitted with the last of the deliverables.

Ortho-image production for each site must commence upon approval of the Strip Imagery by the Project Authority.

8.0 Departmental Support

The following are supplied:

- Data sheet with geographic coordinates for each site (see Appendix 1).
- After contract award, DFO will supply a .kmz file showing the approximate property limits of each harbour site.

9.0 Client Responsibilities

Project Authority will respond to Contractor requests in a reasonable time frame (within four (4) business days).

10.0 Contractor Responsibilities

The work to be done by the Contractor under this Contract includes the furnishing of all travel costs, superintendence, overhead, labour, materials, equipment, tools, supplies, insurance, and all things necessary for and incidental to the satisfactory performance and completion of all work as specified herein.

Contractor must submit an updated project schedule to the Project Authority within four (4) business days of a requested schedule update by the DFO Project Authority. Contractor is to notify the Project Authority of any potential changes to the schedule in advance of any change.

Contractor must use the equipment stated in their proposals for image acquisition and production. Contractor must have back-up equipment (camera/sensor) available for this contract. Substitution of equipment must be approved by the DFO Project Authority to ensure it meets the mandatory requirements.

Contractor is to confirm with the DFO Project Authority that floating docks are in place prior to image acquisition.

It is essential that the Work be delivered within or at the time stated in the Contract.

1. A delay in the performance by the Contractor of any obligation under the Contract that is caused by an event that:
 - a. is beyond the reasonable control of the Contractor;
 - b. could not reasonably have been foreseen;
 - c. could not reasonably have been prevented by means reasonably available to the Contractor; and
 - d. occurred without the fault or neglect of the Contractor, will be considered an "Excusable Delay" if the Contractor advises the Contracting Authority of the occurrence of the delay or of the likelihood of the delay as soon as the Contractor becomes aware of it. The Contractor must also advise the Contracting Authority, within 15 working days, of all the circumstances relating to the delay and provide to the Contracting Authority for approval a clear work around plan explaining in detail the steps that the Contractor proposes to take in order to minimize the impact of the event causing the delay.
2. Any delivery date or other date that is directly affected by an Excusable Delay will be postponed for a reasonable time that will not exceed the duration of the Excusable Delay.
3. However, if an Excusable Delay has continued for 30 days or more, the Contracting Authority may, by giving notice in writing to the Contractor, terminate the Contract. In such a case, the Parties agree that neither will make any claim against the other for damages, costs, expected profits or any other loss arising out of the termination or the event that contributed to the

Excusable Delay. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

4. Unless Canada has caused the delay by failing to meet an obligation under the Contract, Canada will not be responsible for any costs incurred by the Contractor or any of its subcontractors or agents as a result of an Excusable Delay.
5. If the Contract is terminated under this section, the Contracting Authority may require the Contractor to deliver to Canada, in the manner and to the extent directed by the Contracting Authority, any completed parts of the Work not delivered and accepted before the termination and anything that the Contractor has acquired or produced specifically to perform the Contract. Canada will pay the Contractor:
 - a. the value, of all completed parts of the Work delivered to and accepted by Canada, based on the Contract Price, including the proportionate part of the Contractor's profit or fee included in the Contract Price; and
 - b. the Cost to the Contractor that Canada considers reasonable in respect of anything else delivered to and accepted by Canada.

The total amount paid by Canada under the Contract to the date of termination and any amounts payable under this subsection must not exceed the Contract Price.

The contractor is responsible for all forms of ground, navigational, and image spatial control.

The contractor must keep on file any original data for the entire duration of the contract and for one year thereafter and make available copies of final deliverables to DFO upon request if necessary.

The contractor is to ensure that all required certifications, insurances, registrations, licenses, and documentation are current and maintained throughout the contract with relation to the work to be performed.

11.0 Meetings

The Kick-Off Meeting will be held with the Project Authority after contract award, via telephone.

Progress meetings with the Project Authority will be held, as required, via telephone.

12.0 Constraints

SCH harbour sites will not be closed to the public at any time during imagery acquisition.

13.0 Location of Work

Normally, work to be completed will take place in various locations (outlined in Appendix 1) throughout Manitoba, Saskatchewan, and Alberta as well as the Contractor's own place of business.

14.0 Data Ownership

The re-use of data produced under this contract by the contractor for other projects, promotional materials or in any other form may or may not be given and will require the prior consent of DFO.

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Appendix 1

SCH Harbour Sites					
Location Code	Location Name	Province	Latitude	Longitude	Approximate Area [ha] (Without 300m Buffer)
5504	Berens River	MB	52.354316	-97.021170	0.03
5507	Calders Dock	MB	51.572292	-96.730201	1.86
5513	Dauphin River	MB	51.954549	-98.068471	1.37
5515	Duck Bay	MB	52.177760	-100.153292	3.06
5516	Easterville	MB	53.108251	-99.824255	15.92
5518	George Island	MB	52.817760	-97.618231	2.37
5522	Gull Harbour	MB	51.196872	-96.6172905	4.44
5532	McBeth Point	MB	52.128819	-97.491233	3.08
5534	Moose Lake	MB	53.704247	-100.306280	1.90
5541	Rossville	MB	53.937970	-97.878502	0.31
5546	Thicket Portage (Landing Lake)	MB	55.308619	-97.671891	0.46
5546	Thicket Portage (Wintering Lake)	MB	55.323042	-97.694597	0.32
5551	Whiskey Jack Portage	MB	54.436025	-98.004735	1.39
5561	Playgreen Point	MB	53.849730	-97.979748	3.01
5563	Whitefish Point	MB	52.974414	-100.978975	2.11
5564	Grand Rapids	MB	53.182651	-99.254086	0.09
5575	Goodmans Landing	MB	51.862782	-97.260736	6.51
5591	Poplar River	MB	52.994724	-97.295833	0.99
5592	Stevenson Island	MB	53.857425	-94.659816	2.15
5661	Kinoosao	SK	57.078746	-102.023337	0.25
5663	Pelican Narrows	SK	55.165787	-102.939548	0.25
5666	Wollaston Lake	SK	58.106768	-103.166166	0.49
5672	Deschambault Lake	SK	54.922456	-103.361666	0.47
5673	Pelican Narrows (Fish Plant)	SK	55.174801	-102.941281	0.76
5802	Canyon Creek	AB	55.372111	-115.078919	0.96
5804	Faust	AB	55.322626	-115.641530	6.09
5805	Joussard	AB	55.403117	-115.968259	3.24

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Annex A1

Bidder Name: _____

MINIMUM MANDATORY CRITERIA

INSTRUCTIONS

A complete list of the minimum mandatory criteria are detailed below. Bidders are to clearly demonstrate compliance with each mandatory criteria.

1. It is requested that the supporting documentation be provided with the bid at solicitation close and be cross-referenced for each mandatory criteria to outline where in the supporting documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting documentation provides detail to prove that the mandatory criteria is met.
2. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
3. Canada will not evaluate information such as references to Web site addresses where additional information can be found.
4. Bidders must address any concerns with the mandatory criteria in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
5. Failure to meet all mandatory criteria will result in the bid being deemed non-responsive, and be given no further consideration.

MANDATORY CRITERIA			
Item No.		Bidder should indicate in this column how they meet the specifications	In this column, Bidder should cross-reference where this technical specification is located in their technical data sheet or narrative.
1	<p>The bidder must demonstrate they have the capacity to meet the timelines of the contract.</p> <p>The bidder must submit a detailed proposed project schedule outlining significant tasks and deliverables. Anticipated image acquisition dates by site must be included in the schedule. The detailed proposed project schedule is to include all items listed in Section 7.0 Schedule for Deliverables and meet the following timelines as stated in 5.3 Imagery Acquisition: Schedule:</p> <ul style="list-style-type: none"> Images in MB, SK, AB must be acquired between July 1 and September 15 of 2019. 		
2	<p>The bidder must demonstrate they can meet the camera/sensor equipment requirements of the contract listed in 5.5 Imagery Acquisition: Bands and Resolution:</p> <ul style="list-style-type: none"> The imagery must be captured at a Ground Sampling Distance (GSD) of 6.5 cm or better. The imagery must be captured with a minimum ground coverage width of 500 metres per exposure. The imagery must be captured using a medium or large format metric mapping camera calibrated within less than 3 years from date of tender posting. 		

	<ul style="list-style-type: none">Imagery acquisition must be RGB colour or better. Camera and sensor specifications to be submitted. Specifications will be used to demonstrate compliance with requirements listed above.		
3	<p>The bidder must demonstrate they can meet the equipment requirements for airborne GPS/GNSS equipment.</p> <p>Per 5.8 Ortho-imagery Deliverable: Accuracy:</p> <ul style="list-style-type: none">Absolute accuracy (relationship to actual UTM co-ordinates) must be less than 2.0 meters.		

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ANNEX B

BASIS OF PAYMENT

It is **MANDATORY** that Bidders submit firm prices/rates for the period of the proposed Contract for all services listed hereafter. **This section, when completed, will be considered as the Bidder's financial proposal.**

Bidders must provide bids as per unit of issued requested. It is the responsibility of the bidder to provide conversion to the unit of issue requested. Failure to do so will render the bid non-responsive without further consideration.

Should there be an error in the extended pricing it shall be corrected in the evaluation. Any errors in the quantities of the Bidder's proposal shall be changed to reflect the quantities stated in the RFP.

Prices quoted must remain firm for the period of the Contract. Prices **MUST** include ALL costs, including customs if applicable, associated with providing the work in accordance with the Requirement, Annex A attached herein. GST, if applicable, is to be shown as a separate item on any resulting invoice.

Payment will be made in accordance with the following pricing. Pricing must be in Canadian funds.

Firm Rates include ALL costs, FOB destination, including customs if applicable, associated with providing the work in accordance with the Requirement, Annex A attached herein. For all deliverables, per location as per the Statement of Work.

SCH Harbour Sites						
Location Code	Location Name	Province	Latitude	Longitude	Approximate Area [ha] (Without 300m Buffer)	Firm Rate (\$CDN)
5504	Berens River	MB	52.354316	-97.021170	0.03	
5507	Calders Dock	MB	51.572292	-96.730201	1.86	
5513	Dauphin River	MB	51.954549	-98.068471	1.37	
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5564	Grand Rapids	MB	53.182651	-99.254086	0.09	
5575	Goodmans Landing	MB	51.862782	-97.260736	6.51	
5591	Poplar River	MB	52.994724	-97.295833	0.99	
5592	Stevenson Island	MB	53.857425	-94.659816	2.15	
5661	Kinoosao	SK	57.078746	-102.023337	0.25	
5663	Pelican Narrows	SK	55.165787	-102.939548	0.25	
5666	Wollaston Lake	SK	58.106768	-103.166166	0.49	
5672	Deschambault Lake	SK	54.922456	-103.361666	0.47	
5673	Pelican Narrows (Fish Plant)	SK	55.174801	-102.941281	0.76	
5802	Canyon Creek	AB	55.372111	-115.078919	0.96	
5804	Faust	AB	55.322626	-115.641530	6.09	
5805	Joussard	AB	55.403117	-115.968259	3.24	

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ANNEX C to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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