



Return Bids to :

Retourner Les Soumissions à :
Natural Resources Canada

Len.Pizzi@Canada.ca

**Request for Proposal (RFP)
Demande de proposition (DDP)**

Proposal To: Natural Resources 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 à: Ressources Naturelles 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

Issuing Office – Bureau de distribution

Finance and Procurement Management
Branch
Natural Resources Canada
183 Longwood Road South
Hamilton, ON
L8P 0A5

Title – Sujet	
Geospatial Web Service Harvester	
Solicitation No. – No de l'invitation	Date
NRCan-5000043476/B	July 16, 2019
Requisition Reference No. - N° de la demande	
150355	
Solicitation Closes – L'invitation prend fin	
at – à 02:00 PM (Eastern Daylight Savings Time (EDT)) on – le August 26, 2019	
Address Enquiries to: - Adresse toutes questions à:	
Len.Pizzi@canada.ca	
Telephone No. – No de telephone	Fax No. – No. de Fax
(905) 645-0676	(905) 645-0831
Destination – of Goods and Services: Destination – des biens et services:	
Natural Resources Canada 560 Rochester Street Ottawa, ON K1S 5K2	
Security – Sécurité	
There is no security requirements associated with this requirement.	
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No.:- No. de téléphone: Facsimile No.:- No. 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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The Articles contains in this document are mandatory in their entirety, unless otherwise indicated. Acceptance of these Articles, in their entirety, as they appear in this document, is a Mandatory requirement of this RFP. Suppliers submitting a proposal containing statements implying that their proposal is conditional on modification of these clauses or containing terms and conditions that purport to supersede these clauses or derogate from them will be considered non-responsive.

Bidders with concerns regarding the provisions of the Bid Solicitation document (including the Resulting Contract Clauses) should raise such concerns in accordance with the Enquiries provision of this RFP.



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: includes the certifications to be provided;
- Part 6 Security 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, the Basis of Payment and the Task Authorization Form 572.

The Appendixes include the Evaluation Criteria and the Financial Proposal Form.

1.2 Summary

By means of the RFP, Natural Resources Canada (NRCan) is seeking proposals from bidders for...

- 1.2.1 Natural Resources Canada (NRCan) has a requirement for continued discovery and monitoring of spatial web services within the Canadian Geospatial Data Infrastructure (CGDI), Arctic, and Marine Spatial Data Infrastructures.
- 1.2.2 The requirement is subject to the provisions of the Canada–Chile Free Trade Agreement, the North American Free Trade Agreement (NAFTA), Canada–Honduras Free Trade Agreement, Canada–Korea Free Trade Agreement, Canada–Panama Free Trade Agreement, Canada–Colombia Free Trade Agreement, and the Canadian Free Trade Agreement (CFTA)

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](#) (2019-03-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation with the modifications to the text below. If there is a conflict between the provisions of 2003 and this document, this document prevails.

- **In the complete text content (except Section 3) Delete:** Public Works and Government Services Canada” and **Insert:** “Natural Resources Canada.” **Delete:** “PWGSC” and **Insert:** “NRCan”
- **Section 2: Delete:** “Suppliers are required to” and **Insert:** “It is suggested that suppliers”
- **Subsection 1 of Section 8: Delete entirely**
- **Under Subsection 2 of Section 20:** Not applicable

2.2 Submission of Bids

It is the Bidders responsibility to ensure that proposals are sent to the following e-mail address, by the time and date indicated on page 1 of this RFP document:

len.pizzi@canada.ca

IMPORTANT

It is requested that you write the following information in “Subject” of the e-mail:

Geospatial Web Service Harvester - NRCan-5000043476/B

Due to the nature of the bid solicitation, bids transmitted by mail or facsimile to NRCan will not be accepted.

NRCan will not assume responsibility for proposals directed to any other location.

The onus is on the Bidder to ensure that the proposal is submitted correctly to the above address. Not complying with the above instructions may result in NRCan’s inability to ascertain reception date and/or to consider the bid prior to contract award. Therefore, NRCan reserves the right to reject any proposal not complying with these instructions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than four (4) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as “proprietary” will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit



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

2.4 Applicable Laws

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

2.5 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least four (4) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.6 Basis for Canada's Ownership of Intellectual Property

Natural Resources Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds:

- the main purpose of the contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination.



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid (1 electronic copy)

Section II: Financial Bid (1 electronic copy) in a separate file and document

Section III: Certifications (1 electronic copy)

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

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

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

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

Bidders must submit their financial bid in accordance with the Financial Proposal Form in Appendix "2". The total amount of Applicable Taxes must be shown separately.

Exchange Rate Fluctuation

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

Section III: Certifications

Bidders must submit the certifications 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

Mandatory and point rated technical evaluation criteria are included in Appendix "1" – Evaluation Criteria.

4.1.2 Financial Evaluation

Mandatory financial evaluation criteria are included in Appendix "1" – Evaluation Criteria.

4.2 Basis of Selection

4.2.1 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 of 28 points overall for the technical evaluation criteria which are subject to point rating.
The rating is performed on a scale of 54 points.
2. Bids not meeting (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 70% for the technical merit and 30% 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 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.
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 equal 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)				
		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	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	Pricing Score	$45/55 \times 30 = 24.54$	$45/50 \times 30 = 27.00$	$45/45 \times 30 = 30.00$
Combined Rating		84.17	73.15	77.7
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. 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 Declaration of Convicted Offences

In accordance with 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 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 – List of Names

In accordance with 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 with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

- Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder or, in the case of a private company, the owners of the company.
- Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).
- Bidders bidding as partnerships do not need to provide lists of names.

Name of Bidder: _____

OR

Name of each member of the joint venture:

Member 1: _____



Member 2: _____
 Member 3: _____
 Member 4: _____

Identification of the administrators/owners:

SURNAME	NAME	TITLE

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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

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 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.

5.2.4 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work



history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

5.2.5 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.

Professional fees	Amount
_____	_____
_____	_____

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.

5.2.6 Aboriginal Designation

Who is eligible?

- a) An Aboriginal business, which can be:
 - i. a band as defined by the Indian Act
 - ii. a sole proprietorship
 - iii. a limited company
 - iv. a co-operative
 - v. a partnership
 - vi. a not-for-profit organization

in which Aboriginal persons have at least 51 percent ownership and control,



OR

- b. A joint venture consisting of two or more Aboriginal businesses or an Aboriginal business and a non-Aboriginal business(es), provided that the Aboriginal business(es) has at least 51 percent ownership and control of the joint venture.

When an Aboriginal business has six or more full-time employees at the date of submitting the bid, at least thirty-three percent of them must be Aboriginal persons, and this ratio must be maintained throughout the duration of the contract.

The bidder must certify in its submitted bid that it is an Aboriginal business or a joint venture constituted as described above.

- Our Company is NOT an Aboriginal Firm, as identified above.
- Our Company is an Aboriginal Firm, as identified above.



PART 6 - SECURITY REQUIREMENTS

6.1 Security Requirements

There is no security requirements associated with this requirement.



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

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A" and the Contractor's technical bid entitled _____, dated _____.

7.1.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.1.1 Task Authorization Process

Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

1. The Technical Authority will provide the Contractor with a description of the task using the "Task Authorization" form specified in Annex "C".
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis and method(s) of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority, within five (5) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Contract Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.1.2 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

7.1.1.3 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below or in Annex "C". If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis *to the Contracting Authority*.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;



2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than thirty (30) calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

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

[2035](#) (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

- As applicable, replace references to Public Works and Government Services Canada (PWGSC) with Natural Resources Canada (NRCan).

7.2.2 Supplemental General Conditions

The following clauses apply to this contract:

[4007](#) (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information



7.3 Dispute Resolution

Mediation

If a dispute arising from this contract cannot be settled amicably through negotiation, then the parties agree in good faith to submit the dispute to mediation as administered by the Arbitration and Mediation Institute of Canada Inc. (AMIC). The parties acknowledge receipt of the rules of AMIC. The cost of mediation shall be borne equally by the parties.

Arbitration

If the parties cannot resolve the dispute through mediation within sixty (60) days, the parties agree to submit the dispute to arbitration pursuant to the Commercial Arbitration Act (Canada). The party requesting such arbitration shall do so by written notice to the other party/parties. The cost of the arbitration and fees of the arbitrator shall be borne equally by the parties. The arbitration shall take place in the city where the contractor carries on business before a single arbitrator to be chosen jointly by the parties. If the parties cannot agree on the choice of arbitrator within thirty (30) days of written notice to submit the dispute to arbitration, each party will choose a representative who will select the arbitrator. The parties may determine the procedure to be followed by the arbitrator in conducting the proceedings, or may ask the arbitrator to do so. The arbitrator shall issue a written award within thirty (30) days of hearing the parties. The award may be entered in any court having jurisdiction and enforced as a judgment of that court.

Meaning of "Dispute"

The parties agree that the word "dispute" in this clause refers to a dispute of fact or of law, other than a dispute of public law.

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request or consent of the parties to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term and condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

7.4 Security Requirements

7.4.1 There is no security requirement applicable to this Contract.

7.5 Term of Contract

7.5.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2020 inclusive.

7.5.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) 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.

7.6 Comprehensive Land Claims Agreements (CLCAs)

Not applicable.

7.7 Authorities

7.7.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Len Pizzi
Title: Senior Procurement Officer
Organization: Natural Resources Canada
Address: 183 Longwood Road South, Hamilton, ON, L8P 0A5
Telephone: (905) 645-0676
Facsimile: (905) 645-0831
E-mail address: len.pizzi@canada.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.

7.7.2 Project Authority

The Project Authority for the Contract is:

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.

7.7.3 Contractor's Representative

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



7.8 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.

7.9 Payment

7.9.1 Basis of Payment – Firm Price, Firm Unit Price(S) or Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex "B" for a cost of \$ _____. 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.

7.9.2 Basis of Payment – Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex "B", to a limitation of expenditure of \$ _____. Customs duties are included and Applicable Taxes are extra.

7.9.1.1 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and Applicable Taxes are extra.
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 percent committed, or
 - b. four (4) 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 Contractor does not increase Canada's liability.

7.9.2 Method of Payment

Multiple Payments



Canada will pay the Contractor upon completion and delivery of units 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.

7.10 Invoicing Instructions

Invoices shall be submitted using **one of the following methods:**

<p><u>E-mail:</u></p> <p>nrcan.invoiceimaging-servicedimageriedesfactures.nrcan@canada.ca</p> <p>Note: Attach "PDF" file. No other formats will be accepted</p>
OR
<p><u>Fax:</u></p> <p>Local NCR region: 613-947-0987 Toll-free: 1-877-947-0987</p> <p>Note: Use highest quality settings available.</p>

Please do not submit invoices using more than one method as this will not expedite payment.

Invoices and all documents relating to a contract must be submitted on the Contractor's own form and shall bear the following reference numbers: Contract number: _____

Invoicing Instructions to suppliers: <http://www.nrcan.gc.ca/procurement/3485>

7.11 Certifications

7.11.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

7.12 Applicable Laws

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

7.13 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 4007 (2010-08-16) - Canada to Own Intellectual Property Rights in Foreground Information.;
- (c) the general conditions 2035 (2018-06-21), General Conditions - Higher Complexity – Services.;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) the signed Task Authorizations (including all of its annexes, if any); and
- (g) the Contractor's bid dated _____.

7.14 Foreign Nationals (Canadian Contractor OR Foreign Contractor)

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

OR

SACC *Manual* clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

7.15 Insurance

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 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.



ANNEX "A" - STATEMENT OF WORK

SW1 TITLE

Geospatial Web Service Harvester

SW2 BACKGROUND

SW2.1 Canada's Spatial Data Infrastructure

Since 1999 GeoConnections coordinates the national Canadian Geospatial Data Infrastructure (CGDI) and related Arctic and Marine Spatial Data Infrastructures. Canada's leadership has been matched by national stakeholders which has resulted in an extensive and highly decentralized network of spatial web services (>3,000) that improve the sharing, use and integration of information tied to geographic locations in Canada (geoconnections.nrcan.gc.ca).

GeoConnections' objectives include:

- Increase awareness of the benefits of using geographic information and tools to achieve goals for social, economic and environmental priorities;
- Facilitate the integration and use of geographic information to support effective decision making;
- Coordinate the development of national policies, standards and mechanisms and support their implementation to ensure maintenance and updating of geographic information and compatibility with global standards;
- Keep Canada at the leading edge of accessing, sharing and using geographic information via the Internet.

Since 2016 GeoConnections has been developing an automated harvesting process to generate the evergreen catalogue of spatial web services published at <https://www.nrcan.gc.ca/earth-sciences/geomatics/canadas-spatial-data-infrastructure/19359>

SW2.2 Arctic-SDI

The Arctic SDI (<http://arctic-sdi.org/>) is a voluntary, multilateral cooperation between the eight National Mapping Agencies (NMAs) of the Arctic countries (Canada, United States, Russia, Kingdom of Denmark, Iceland, Sweden, Norway and Finland) in support of Arctic Council. The goal of the Arctic SDI is to provide politicians, governments, policymakers, scientists, private enterprises and Northerners access to reliable and interoperable geospatial data, tools and services to facilitate monitoring and decision-making in the Arctic.

The Arctic-SDI has developed an operational web portal (geoportal.arctic-sdi.org) and is establishing a computer-driven catalogue of relevant spatial web services. A component of this has been derived from the aforementioned harvesting process built for the CGDI.

SW3 REQUIREMENT

Natural Resources Canada (NRCan) has a requirement for continued discovery and monitoring of spatial web services within the Canadian Geospatial Data Infrastructure (CGDI), Arctic, and Marine Spatial Data Infrastructures.

SW4 INTENT

The intent of this project is to continue producing automated catalogues of spatial web services over Canada's terrestrial and marine geographies, and the circumpolar Arctic. Refinement of the harvester



relevancy parameters is then to continue under open development principles, lead to refinement of service-level metadata, and quality of service to all users.

SW4 SCOPE

Work required under this contract will focus on establishing processes to automate discovery, cataloguing, validation, assessment, and reporting of spatial web services over the specified geographies.

Two (2) distinct evergreen catalogues of spatial web services will be produced. One for the CGDI, and one for the Arctic-SDI. The specific geographies of interest, are Canada and its surrounding marine environment, and the circumpolar arctic, as deemed relevant to Arctic-SDI. Specific definitions of boundaries for the Arctic are not to be considered political, but instead based on thematic elements and the harvesting methodology defined by the successful bidder.

The successful bidder is expected to provide further outreach and communication with additional reporting, presentations, and active engagement in open development forums.

Work shall be carried out at the request of the NRCan technical authority or delegate and as described in a Task Authorization Form (see Annex "C"). Tasks may range in size and scope from those requiring one or two days of effort to up to several months to complete.

Subscription dates will align with the Government of Canada fiscal year ending March.

Options for subsequent fiscal years (2020-2021, 2021-2022, 2022-2023) may be exercised at the discretion of NRCan.

SW5 PROJECT REQUIREMENTS

- SW5.1** The Contractor will provide through a subscription model, two catalogue services. First, a harvested evergreen catalogue of Canadian geospatial web services including detailed methodology of harvesting. Second, a catalogue of circumpolar Arctic spatial web services
- SW5.2** The catalogues must include endpoints to as many relevant services and service types as possible, including:
- OGC-compliant service types (Web Coverage Service, Web Feature Service, Web Map Context, Web Map Service, Web Map Tile Service, Sensor Observation Service, Web Processing Service, DGGs, Geopackage),
 - ArcGIS REST services,
 - Other discoverable spatial web services.
- SW5.3** The catalogues must include any service-specific metadata elements following the standard ISO 19119:2016. This includes layer metadata and listing of supported projections.
- SW5.4** Architecture and processes will support Multilanguage content.
- SW5.5** The harvesting process must contain a mechanism to check service status and flag services that are deemed to be unavailable for a measure of time (e.g. one week)..
- SW5.6** Machine learning or other components of AI should be used to validate harvesting and apply a rating of service value. For WMS services, the harvester should be able to report on Quality of Service Experience indicators, as identified by OGC Testbed 14



MoPoQ Thread Engineering Report, February 2019
(<https://docs.opengeospatial.org/per/18-028r2.html>)

- SW5.7** A mechanism to singling out of services that are identical to others except for language would be beneficial. (e.g. a service with French metadata and same service with English metadata)
- SW5.8** The harvesting process and service status components must not be seen as a denial of service attack by the host organisation
- SW5.9** The catalogues will be accessible via API (preferably OpenAPI 3 specification), https protocol, and CSW 2.02 with the provision that the information may be published further via Government of Canada mechanisms.
- SW5.10** The contractor is expected to perform outreach and communications with the Canada's Federal Geospatial Platform (FGP) group, including presentation material and status reporting. Circumpolar Arctic harvesting will similarly be communicated with Arctic Council working groups and the Arctic-SDI communities.
- SW5.11** NRCan may request refinements to the harvesting methodology or data interfaces yet determined, charged through further task authorizations
- SW5.12** The harvester should be able to report on host, endpoint, service, and layer variation over time, preferably distinguishing between growth due to harvest discovery and SDI growth. This will respond to key performance indicators and Arctic-SDI evaluation criteria. (in a graphical form, possibly using Google Data Studio, or Power BI platforms).
- SW5.13** With response to this RFP, the contractor is asked to include a high-level plan for open source developed interoperability extensions, to facilitate use of these catalogues with GIS systems and developers. Work on this development would be undertaken through task authorization, and documentation would be complete and shared in a public GitHub repository. This may include further development of QGIS plugins such as <http://plugins.qgis.org/plugins/CanadianWebServices/>

Milestones/Deliverables	Date Completed
Milestone 1 – Kick-off <ul style="list-style-type: none"> • Kickoff meeting and contractor • Contractor analysis of provided material • Work plan including timelines, deliverables and assessment plan/methodology 	September 1, 2019
Milestone 2 –Task authorization 1, Access to Harvesting Results for the Canadian Geospatial Data Infrastructure	Weekly
Milestone 3 –Task authorization 2, Access to Harvesting Results for the circumpolar Arctic	Monthly
Milestone 4 –Task authorization 3, Reporting on service changes over time	Real-time or Monthly
Additional Task authorizations as required	To be negotiated

Subscription dates will align with the Government of Canada fiscal year ending March.



SW6 OTHER TERMS AND CONDITIONS OF THE SOW

SW6.1 Contractor's Obligations:

The Contractor shall:

- Not undertake any work unless expressly requested in a Task Authorization issued by the Project Authority or delegate;
- Upon receipt of a new Task Authorization Request, advise Natural Resources Canada within two (2) business days of its acceptance or rejection of a Task Authorization Request, or request adjustments to delivery dates of milestones/deliverables;
- Upon receipt of a new Task Authorization Request, submit to Natural Resources Canada a short proposal (not to exceed six (6) pages) containing a description how the work will be conducted, what resources will be assigned and a project budget, within five (5) business days;
- Keep all documents and proprietary information confidential;
- Maintain all documentation in a secure area;
- Return all materials belonging to NRCan upon completion of the Contract;
- Submit all written reports in softcopy by email. A requirement for hardcopy may be specified per Task Authorization Request;
- Participate in videoconferences and/or teleconferences, as needed;

SW6.2 NRCan's Obligations

NRCan shall:

- Allow the Contractor two (2) business days to accept or reject a Task Authorization Request, or request adjustments to delivery dates of milestones/deliverables;
- Where possible, respond with flexibility to requests from the Contractor to adjust delivery dates for milestones/deliverables within Task Authorizations at the time they are issued;
- Respond to proposals with any clarifications or changes with five (5) business days after submission by the Contractor;
- Provide feedback on or indicate acceptance of project deliverables within a reasonable, predetermined period of time;
- Provide access to relevant documentation and materials government and departmental policies and procedures, publications, reports, studies, etc. relevant to any Task Authorization;
- Provide explanation for any relevant terms, acronyms or wording used in any Task Authorization;
- Provide access to the NRCan Project Authority or delegate who will be available to answer questions.

SW6.3 Location of Work, Work Site and Delivery Point

Work will be completed at the Contractor's place of business.

All reports and deliverables will be delivered electronically to the Project Authority at Natural Resources Canada

SW6.4 Language of Work

At least one proposed resource(s) must be able to communicate in English, both orally and in writing. Final deliverables will be submitted to Project Authority in English only.



SW6.5 Intellectual Property

Canada to Own Intellectual Property Rights in Foreground Information(2010-08-16) 4007

The contractor will retain Intellectual Property Rights from the COTS software, however, the methods developed and the parameters developed to perform the requested filtering will be available to be used by the Crown.

Methodology for filtering developed for this contract will be IP of the Crown and communicated in writing as it is developed

Glossary

Canadian geospatial web services	Spatial web services that spatially overlap or have significant content within the Canadian land mass or marine environment.
circumpolar Arctic	The area traditionally covered by the terms “Arctic” and “Subarctic,” the northern lands of the world’s eight northernmost countries (the Arctic Eight): Canada, Finland, Denmark (including Greenland and the Faroe Islands), Iceland, Norway, Russia, Sweden, and the United States (Alaska). (https://education.uarctic.org/circumpolar-north/)
endpoints	the public URIs that Services are available at
evergreen	content that is always relevant—much like the way evergreen trees retain their leaves all year around. Interesting and relevant content that does not become dated. (https://www.thebalancecareers.com/what-is-evergreen-content-definition-dos-and-don-ts-2316028)
services	Endpoints with the service-specific parts included. An endpoint can have multiple services (i.e. WMS, WFS, ...)
service status	An indication of whether the service is operating as intended and in a manner that is functional to the end user.
spatial web service	Internet resources that enable a developer or end users to obtain metadata and data that describes anything with spatial extent (i.e. size, shape or position)



ANNEX "B" - BASIS OF PAYMENT

(to be completed at contract award)



ANNEX "C" - TASK AUTHORIZATION FORM PWGSC-TPSGC 572

<http://publiservice-app.pwgsc.gc.ca/forms/pdf/572.pdf>



APPENDI "1" - EVALUATION CRITERIA

Bidders are advised to address these criteria in the following order and in sufficient depth in their proposals to enable a thorough assessment. NRCan’s assessment will be based solely on the information contained within the proposal. NRCan may confirm information or seek clarification from bidders.

Bidders are advised that only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the criteria will not be considered demonstrated for the purpose of this evaluation.

The Bidder should provide complete details as to where, when (month and year) and how (through which activities/ responsibilities) the stated qualifications/experience were obtained. Experience gained during formal education shall not be considered work experience. All criteria for work experience shall be obtained in a legitimate work environment as opposed to an educational setting. Co-op terms are considered work experience provided they are related to the required services.

Bidders are also advised that the month(s) of experience listed for a project whose time frame overlaps that of another referenced project will only be counted once. For example: project one time frame is July 2001 to December 2001; project two time frame is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.

1. TECHNICAL CRITERIA

1.1 MANDATORY EVALUATION CRITERIA

The Mandatory Criteria listed below will be evaluated on a simple pass/fail basis. Proposals which fail to meet the mandatory criteria will be deemed non-responsive.

Criterion ID	Mandatory Criteria	Proposal Page #	Pass/Fail
M1	The Bidder MUST be a member in good standing of at least one (1) of the Open Geospatial Consortium(OGC), World Wide Web Consortium (W3C), International Hydrographic Organization (IHO), or International Organization for Standardization (ISO)		
M2	The Bidder MUST offer Commercial off-the-shelf (COTS) product(s) capable of generating evergreen catalogue(s) of spatial web services over Canada and/or the circumpolar Arctic		
M3	The Bidder MUST be able to provide NRCan with a subscription based automated service of the proposed solution(s)		
M4	The Bidder MUST demonstrate ongoing operational capabilities and significant experience with continuity of operations from submission of company business plans or annual reports		
M5	The Bidder’s proposal MUST described how they will offer a catalogue endpoint to the circumpolar arctic catalogue following the CSW 2.02 specification		

1.2 EVALUATION OF RATED CRITERIA



The criteria contained herein will be used by NRCan to evaluate each proposal that has met all of the mandatory criteria.

Proposals must achieve the stated minimum points required overall for the rated criteria to be assessed as responsive under the point rated technical criteria section; proposals not meeting the minimum required points will be deemed non-responsive.

Proposals will be evaluated based on the following criteria:

Criterion ID	Point Rated Technical Criteria	Minimum Points /Maximum Points	Proposal Page #
R1	<p>The Bidder's proposal demonstrates a strong understanding of the scope of work and the tasks required to produce a high-quality end product. Demonstration should including the following information:</p> <ul style="list-style-type: none"> - Understanding of the project and objectives; - Methodology; - Definition of detailed task list; - Recognition and solution of situation; - Attainment of project's expectations; - Demonstration of expertise <p>10 points – Provides an extensive description of the scope of work, with several examples and thorough details related to methodology required to produce a high-quality end product. 8 points – provides a good description of the scope of work, with several examples and good details related to methodology required to produce a high-quality end product 6 points – provides an acceptable description of the scope of work, with several examples and acceptable methodology required to produce a high-quality end product 0 points – Either fails to provide an acceptable description of the scope of work, lacks examples or does not provide acceptable details on methodology.</p>	10	
R2	<p>The Bidder's proposal suggests a methodology to verify service status, and flagging less reliable services</p> <p>6 points – Provides thorough details related to methodology required to produce a high-quality end product. 4 points – provides good details related to methodology required to produce a high-quality end product 2 points – provides an acceptable methodology required to produce a high-quality end product 0 points – Fails to provide acceptable details on methodology.</p>	6	
R3	<p>The Bidder's proposal suggests a methodology for ranking services , thus providing a basic level of service assessment</p> <p>6 points – Provides thorough details related to methodology required to produce a high-quality end product. 4 points – provides good details related to methodology required to produce a high-quality end product 2 points – provides an acceptable methodology required to produce a high-quality end product 0 points – Fails to provide acceptable details on methodology.</p>	6	



R4	<p>The Bidder's proposal includes functionality to report on harvest result changes over time.</p> <p>6 points – Provides thorough details related to methodology required to produce a high-quality end product. 3 points – provides good details related to methodology required to produce a high-quality end product 0 points – Fails to provide acceptable details on methodology.</p>	6	
R5	<p>The Bidder is actively engaged in open development communities and demonstrate workshops.</p> <p>6 points – Provides thorough details related to past and planned open development engagement. 3 points – provides good details related to past and planned open development engagement 0 points – Fails to provide past and planned open development engagement</p>	6	
R6	<p>The Bidder's proposal demonstrates capability to be tasked to develop open source interoperability extensions or enhance existing plugins to QGIS, or ArcGIS. Demonstration should including the following information:</p> <ul style="list-style-type: none"> - Reference to similar development projects undertaken by the proposed resource, or team; - A high-level plan that would facilitate use of the harvested catalogue(s) with GIS systems and developers <p>10 points – Provides thorough details related to methodology required to produce a high-quality end product. 8 points – provides good details related to methodology required to produce a high-quality end product 6 points – provides an acceptable methodology required to produce a high-quality end product 0 points – Fails to provide acceptable details on methodology.</p>	10	
R7	<p>Demonstrated methodologies to filter by various geographical constructs and ability to evolve in keeping with emerging requirements</p> <p>10 points – Provides thorough details related to methodology required to produce a high-quality end product. 8 points – provides good details related to methodology required to produce a high-quality end product 6 points – provides an acceptable methodology required to produce a high-quality end product 0 points – Fails to provide acceptable details on methodology.</p>	10	
Total points		54	

2. FINANCIAL CRITERIA

2.1 MANDATORY FINANCIAL CRITERIA

2.1.1 FUNDING LIMITATION

The maximum funding available for the Contract resulting from the bid solicitation is \$ 132,000.00 (Applicable Taxes extra). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.



This maximum **included a) the Price to perform the Work, b) any Travel and Living and c) Miscellaneous Expenses that may be required.**

Any bids received in excess of this maximum funding will be automatically deemed non-responsive and will not be evaluated.



APPENDIX “2” – FINANCIAL PROPOSAL FORM

1. FIRM PRICE

Bidder tendered all-inclusive firm price to perform the work is Canadian funds, applicable taxes excluded. Any Travel and Living Expenses and other miscellaneous expenses must be included in the firm price.

DESCRIPTION	FIRM PRICE (applicable taxes excluded)
Subscriptions (CGDI & Arctic) – Year 1 (to March 31, 2020)	\$ _____
Subscriptions (CGDI & Arctic) – Year 2 (Optional) (to March 31, 2021)	\$ _____
Subscriptions (CGDI & Arctic) – Year 3 (Optional) (to March 31, 2022)	\$ _____
Subscriptions (CGDI & Arctic) – Year 4 (Optional) (to March 31, 2023)	\$ _____
A - Total Firm Price (taxes extra):	\$ _____

2. LIMITATION OF EXPENDITURE – SUPPLEMENTARY COST (ON DEMAND)

The firm hourly rates in this table are used to determine the services cost in case there is change in the firm price’s statement of work. Please note that the effort in the table below only consists as an estimated for evaluation.

The firm hourly rates offered by the bidder for the additional work should be all-inclusive (in Canadian funds) prices. Applicable taxes are excluded. Any Travel and Living Expenses and other miscellaneous expenses must be included in the firm price.

A	B	C	D (BxC)
Category of Personnel	Firm Hourly Rate **	Number of hours Required *	Total Costs for Professional Fees
Access to Harvesting Results for the Canadian Geospatial Data Infrastructure, Access to Harvesting Results for the circumpolar Arctic, Reporting on service changes over time, etc.	\$	300	\$
B - Total Price – Hourly Firm Rate :			\$

3. Bid Price

A - Total Firm Price	\$ _____
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B - Total Price – Hourly Firm Rate	\$ _____
A + B = Total Tendered Price for financial proposal evaluation (taxes extra) :	\$ _____