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**SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

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Title - Sujet Automatic Identification Technology	
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Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-12-31	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Mark Nam Nguyen	Buyer Id - Id de l'acheteur 624xg
Telephone No. - N° de téléphone (343) 550-1613 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

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DEPARTMENT OF NATIONAL DEFENCE (DND)

Automatic Identification Technology (AIT) Project

Request for Information (RFI) #1

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PART I: AIT PROJECT SUMMARY

1 RFI Introduction

As part of the Department of National Defence (DND)'s Automatic Identification Technology (AIT) Project, Public Services and Procurement Canada (PSPC) is requesting Industry's feedback to better inform future AIT Project acquisition(s). This feedback would include approaches to acquire, configure and implement automated data capture and inventory management technologies, and their integration with the DND's SAP® based Defence Resource Management Information System (DRMIS).¹

The AIT Project will introduce inventory management technologies and update associated Information Technology (IT) infrastructure to increase automation in the Defence Supply Chain (DSC) in order to provide a timely and accurate picture of defence materiel holdings (e.g. assets quantity, condition, location and valuation), while reducing labour-intensive transactions and human errors related to manual transactions.

2 Project Background and Strategic Context

The DND maintains and manages Inventories and Tangible Capital Assets (including Machinery and Equipment, Ships, Aircraft and Vehicles, Leased Tangible Capital Assets and Work in Progress) with a current book value of approximately \$77B. Within this number are inventories accounting for \$5.8B, which comprise 85% of the Government of Canada's Public Accounts Inventories.

These inventories are managed through the DSC which spans a number of organizations and globally dispersed locations with a depth and breadth of inventory equalling that of the largest supply chains in industry. The DSC manages the vital flow of materiel from commercial suppliers and back, in the case of repairable items, through a complex network of storage, distribution, and maintenance facilities across the following three lines of supply that support defence operations in Canada and abroad:

- a) First Line: a ship, battalion, squadron, base section or equivalent size unit is a first line organization with first line supply locations. Based on its role, the unit is provided with appropriate equipment and inventory to employ or operate.
- b) Second Line: the materiel storage locations in a supply ship, service battalion, air maintenance squadron, base, wing or unit that primarily provides technical and materiel support to other units, or other parts of the base. Second line organizations may draw on the resources of third line organizations to replenish their stocks or to supplement their resources.
- c) Third Line: there are eight third line supply locations, four of which are dedicated to ammunition and explosives. These locations are used for longer term storage or where it is impractical to pre-position materiel at every point of use. Over 67% of inventory, by value, is held at these third line locations and their 12 buildings at any given moment.

The DSC provides First Line operational units with the defence materiel they need to successfully conduct operations in Canada or abroad. Depending on the chosen materiel management and distribution strategy, this materiel may flow directly to and from the First Line units, or be routed through Third Line Military Supply depots, and/or Second Line local bases /area support units. In case of bulk or life time buys, some materiel will remain stored in DND's 6.1 million plus cubic meters of warehouse space until it is needed for operations.

DND's DSC has not kept pace with allies and industry standard supply chain labour saving technologies and process modernizations and continues to rely on labour intensive information system transactions and business processes.

¹ DRMIS is DND's system of record for the acquisition, storage, maintenance and consumption of materiel.

Currently, Portable Data Entry Terminals (PDETs) are deployed only at 4 of 8 third line locations. This capability was introduced in 2002 and has proven to enhance efficiency and effectiveness of warehousing at these depots. The PDETs connect to DRMIS through SAP-provided front end interfaces (ITS Mobile) connecting to the Warehouse Management (WM) SAP back-end. These existing PDETs are nearing end of life and will be replaced with devices procured through the AIT Project. In 2005, the Department attempted to introduce similar portable data entry devices at Second Line facilities, but that initiative was not successful due to a lack of consideration of the business process modernizations, poor user interfaces, and limited user uptake.

Shipping container tracking using Active Radio Frequency Identification (RFID) was introduced in 2006 as a capability that was attached to the department's National Movement and Distribution System (NMDS). The capability functioned as expected but without considering the technology's impact to business process, it soon became burdensome and suffered several technical and integration failures. As such, the bulk of the DSC transactions are entered and tracked manually in DRMIS at fixed terminal locations along with the use of multiple non-integrated supporting information systems.

Manual effort has been exacerbated by a historical decline in the number of military and civilian DSC employees over the last two decades. Significant reductions in DSC personnel make the traditional manually intensive business processes for materiel management unsustainable. The preponderance of manual inputs required today to store, track and move inventory increases the chance for data entry errors and creates a significant backlog of transactions during peak periods of Canadian Armed Forces (CAF) deployment and redeployment from theatre which can cause wide swings in reported asset and inventory holdings.

The rollout of AIT with newer technologies which will be less burdensome to the user at all lines of supply (including all eight third line locations) combined with proper support and business process considerations will provide the DSC and its military and civilian employees with the necessary modern hardware and related software to automate manual inputs to DRMIS.

This capability will be a significant and critical enabler that will help ensure the right materiel is in the right place at the right time underpinning operational success. The addition of this vital operational capability will also enable DND to significantly improve the accuracy of its inventory condition, location, and quantity information that will result in significant improvements to the valuation of its materiel holdings.

3 Scope

The scope of AIT Project includes the following key activities:

- (a) Acquiring AIT hardware (e.g. Bar Code Scanners, Handheld Computing Devices, fuel sensors), supporting device software, asset visibility technologies for materiel in transit, and integrating these technologies with the Department's existing Defence Resource Management Information System (DRMIS);
- (b) Acquiring and installing the supporting IT network and wireless communication infrastructure required to operate the data capture and entry capabilities at CAF unit locations in Canada and abroad; and
- (c) Undertaking activities to modernize business processes as it relates to AIT insertion, updating of system user interfaces, activation of Electronic Data Interchange (EDI) with suppliers, and developing and delivering training on the new supply chain management capability.

4 RFI Objective

The objectives of the AIT Request for Information (RFI) are to:

- a) Inform Industry of the DND's AIT Project requirements;
- b) Obtain Industry input/feedback on DND's AIT Project requirements;
- c) Obtain Industry input on how best to maximize the AIT solution in the context of the Define-to-Budget Strategy;
- d) Obtain Industry input on various acquisition models and their respective advantages and disadvantages in terms of meeting the requirements;
- e) Provide Industry with the opportunity to offer feedback on subsequent engagement activities; and
- f) Obtain initial cost estimates from Industry.

5 Procurement Strategy/Define-to-Budget Approach

The AIT procurement strategy is predicated on an open and competitive process within the constraint of a define-to-budget approach. The define-to-budget approach will ensure that the project will remain within its funding allocation from DND's Capital Investment Fund (CIF) while still delivering on its core requirements. Depending on cost and funding availability, additional non-core requirements may be delivered. The decision on which non-core requirements to deliver will remain with DND. To this end, one or more Request for Proposals (RFP) (for the required hardware, software and professional services) are planned to be issued by Spring 2020, following project implementation approvals. Each proposal must deliver the core requirements within the project's approved funding allocation. The RFP (s) will also provide options for additional hardware, software and professional services to deliver some or all of the non-core requirements.

6 Project Goals, Objectives and Business Outcome

The goal of the AIT Project is to provide automated data capture and entry capability at CAF unit locations including those deployed in Canada and abroad to facilitate materiel management, visibility of materiel in transit, and fuel management.

The completion of the AIT Project provides the necessary foundation that will enable the following outcomes listed in Table 1:

Table 1

Goals	Objectives	Business Outcomes
Increase accuracy of inventory data.	Provide automated data capture and entry capabilities, and electronic data interchange with vendors/suppliers.	Increased operational readiness, increased asset visibility, reduction of manual data input errors, and reduction in inventory discrepancies.
Increase process efficiency.	Provide mobile operating capabilities, and adopt system-guided supply chain business processes.	Increased asset visibility, improved efficiency and performance of various supply chain operation tasks.

7 Project Milestones

Table 2 represents to current project milestones and schedule:

Table 2

Project Milestones	Anticipated Dates
Project Approval (Definition) (7.1)	June 2019
Request for Information Posted	Summer 2019
Industry Day Meetings	Summer 2019
Defence Procurement Strategy Gate 3	Winter 2020
Request for Proposal(s) Posted	Spring 2020
Evaluation of Proposals Complete	Summer 2020
Project Approval for Implementation (7.2)	June 2021
Contract(s) Award for Implementation	Summer 2021
Initial Operational Capability (7.3)	April 2023
Full Operational Capability (7.4)	October 2026
Project Close Out	March 2027

Dates Subject to Change

7.1 Project Approval (Definition)

In June 2019 the AIT Project received approval from the Minister of National Defence to proceed to the Definition Phase in accordance with DND's project methodology. During this project phase, the Project Management Office (PMO) will undertake a variety of activities to prepare for the implementation of the AIT capability, from solution design work to the posting and evaluation of RFPs.

7.2 Project Approval (Implementation)

It is anticipated that the AIT Project will obtain approval from the Minister of National Defence to proceed with Implementation in June 2021. The PMO can then proceed with its implementation activities, including the awarding of contracts to industry.

7.3 Initial Operational Capability (IOC)

An IOC will be declared when the DND/CAF has a minimum ability to effectively employ the AIT capability (when the AIT capability is implemented at one or more mutually agreed sites with supporting infrastructure, the required site personnel have completed user training, AIT support is in place, and the DND/CAF has objectively assessed the site as ready to operate based upon established acceptance criteria).

7.4 Full Operational Capability (FOC)

A FOC will be declared when the DND/CAF has the ability to effectively employ the AIT capability at all remaining units (part of the Core requirements) with supporting infrastructure, all required personnel have completed user training, and the DND/CAF has objectively assessed that each unit within the AIT Project Core requirements is operational based upon established acceptance criteria).

8 Project Implementation Approach

DND intends to implement the AIT capability in waves/cycles starting with the Third Line depots down to First Line Units and Operational theatres consisting of the following key milestones:

- (a) Implementation of the AIT capability as a proof of concept at one third line Depot by April 2023;
- (b) Delivery, installation and deployment of AIT capability at all remaining third line depots by October 2023;
- (c) Delivery, installation and deployment of a classified solution at a small number of CAF units, by December 2023;

- (d) AIT capability implementation at 80% of second line units by June 2024;
- (e) AIT capability implementation at 80% of first line units by November 2025;
- (f) Implementation of the AIT capability at operational theatres by June 2026;
- (g) Implementation of the AIT full operation capability at all supply lines by October 2026.

9 Requirements²

9.1 Core Requirements

The AIT Project's core requirements include:

- a) Acquisition, configuration (if required) and delivery of AIT hardware devices with new user interfaces to each line of supply (See Annex C.1);
- b) Acquisition of professional services to integrate hardware and software systems with DRMIS;
- c) Acquisition and installation of in-tank level monitoring devices for fuel management at 63 sites (See Annex C.3);
- d) Installation of full Wi-Fi infrastructure at 118 buildings at second line and third line sites. Note this requirement will be managed by Shared Services Canada (SSC) and it is expected to be procured using SSC's separate procurement processes although DND is open to Industry's feedback if including this requirement might optimize the delivery of both AIT's core and non-core requirements.

9.2 Non-Core Requirements

In accordance with the Define-to-Budget approach, the Project may deliver the following non-core additional requirements:

- e) Acquisition of additional AIT hardware devices;
- f) Acquisition and installation of additional fuel sensors for electronic monitoring of the quantities of fuel added (in-flow) and removed (out-flow) from those containers without manual intervention; and
- g) Installation of full Wi-Fi infrastructure in additional DND buildings. Note this requirement will be managed by SSC, and it is expected to be procured using SSC's separate procurement processes although DND is open to Industry's feedback if including this requirement might optimize the delivery of both AIT's core and non-core requirements.

10 Project Deliverables

Table 3 lists the main deliverable components:

Table 3: AIT Project Core and Non-Core Deliverables

AIT Hardware Acquisition

² A related Data Remediation and Marking (DRM) requirement originally covered under the AIT Project scope is now a standalone procurement available for viewing at: <https://buyandsell.gc.ca/procurement-data/search/site/w6381-170008>. The RFP for this requirement is currently being drafted

- Desktop, Mobile and Handheld computing devices (with barcode and/or RFID capability), label printers, portable deployment kits, RFID tags, etc.
Core (Hardware to support 200 Units and WIFI at approximately 118 DSC Buildings)
Non-core (Additional Hardware and WIFI for another 104 DSC Buildings)

AIT Software Acquisition

- SAP Modules, middleware, device management, mobile apps, and fuel management.**(Core)**

IM/IT Systems Integration

- Professional Services to develop & integrate new hardware & related software **(Core)**
- System Guided Operations (enable existing SAP capabilities) **(Core)**
- Electronic Data Interchange **(Core)**
 - (Vendors, Procurement, Advanced Shipping Notification, Industry-based Master Data Loading, etc.)
- Mobile Device User Interfaces **(Core)**
- Active RFID In-Transit Visibility (ITV) integration to SAP TM **(Core)**

AIT Communications Infrastructure

- Wi-Fi, Cellular extensions to DND's networks **(Core and Non-Core)**.
Note: this requirement will be managed by Shared Services Canada (SSC) and it is expected to be procured using SSC's separate procurement processes although DND is open to Industry's feedback if including this requirement might optimize the delivery of both AIT's Core and Non-Core requirements.
- SatCom ³, Deployable Communications **(Core)**

Bulk Fuel Management

- In-tank level monitoring devices **(Core)**
- Fuel sensors for electronic monitoring of the quantities of fuel added (in-flow) and removed (out-flow) from bulk storage tanks. **(Non-Core)**

Training & Process Change

- Development and delivery of training material and instruction **(Core)**
- Job aids and use cases for the new AIT technology to inform the development and refinement of DSC processes. **(Core)**

The AIT solution must integrate within the DRMIS system. DND anticipates delivering two new SAP Modules - Extended Warehouse Management (EWM) and Transport Management (TM) - through a separate initiative. The TM module is expected to be delivered by mid-2020/2021 fiscal year (FY), while the EWM implementation will be completed by mid-2021/2022 FY.

DND has partnered with SSC who will design and implement the Wi-Fi and networking infrastructure. This component is expected to be procured using SSC's separate procurement processes although DND is open to Industry's feedback if including this requirement might optimize the delivery of both AIT's core and non-core requirements. SSC will be also a participant in the overall solution design work for which DND is seeking feedback from industry.

³ The satellite communications deliverable is limited to the provision of satellite phones/satphones, for inclusion in Portable Deployment Kits (PDK), that will connect with the existing satellite communications network.

The project may also include a separate classified instance of the solution for implementation at a small number of locations.

Please refer to **Annex C – Line Unit Locations and Estimated Device Quantities** for a presentation of:

- Approximate line unit and location quantities;
- Approximate hardware device quantities; and,
- Approximate bulk fuel site locations and fuel container quantities.

11 High Level Mandatory Requirements (HLMRs)

The AIT Project will satisfy the following four HLMRs:

- HLMR #1: Support for All Materiel Management Lines:** provide an automated data capture and entry capability (to include hardware with basic supporting software) to Materiel Management practitioners at designated Third Line, Second Line, First Line, and operations both domestic and abroad.
- HLMR #2: Support for Operations in Complex Military Environments** ⁴: provide automated data capture and entry capability (to include hardware and basic supporting software), appropriately specified and configured to support operations in complex and austere military environments, enabling AIT for operations in Canada and Abroad as defined in the applicable sections of the NATO Standardization Agreement (STANAG) 4370.
- HLMR #3: Data Capture:** provide the accurate capture and recording of materiel data (quantities, location and condition ⁵) using automated data capture and entry devices to interface with DRMIS. The devices must read all barcode types identified for use in the DSC and be able to connect to DRMIS to update, retrieve and manipulate data (connections can range from real-time to other specified or delayed times).
- HLMR #4: Interoperability:** provide mission interoperability with NATO and other Allies by enabling the sharing of accurate inventory data captured by automated data entry devices and recorded in DRMIS. This capability will support the scanning of labels/markings complying with NATO (STANAGs) 2290 and 2233

12 Acquisition Models

Respondents are requested to propose one or more acquisition models. DND acknowledges that there are several ways to address the requirements. Options could range from a solution based, managed services, government-owned contractor-operated equipment leases, and others. Different models will offer DND an opportunity to compare the associated risks, cash flows, and personnel resource requirements. Respondents should describe their proposed acquisition model(s) in sufficient detail in order for a comparison to be made between models. Regardless of the acquisition model, the consideration/questions in **Appendix A** and **Appendix B** should be addressed.

13 References

⁴ Complex and austere military environments can include operating in extremes of temperature, humidity (condensing and non-condensing), dust/particulate matter, communications challenges, etc.

⁵ AIT contributes to visibility of condition by permitting observations to be updated in DRMIS; apart from a few exceptions, AIT does not by itself capture condition.

The following information is provided as reference material to assist respondents with their understanding of the AIT scope:

- a) Annex A: Acquisition Model Questions
- b) Annex B: Supplementary Questions
- c) Annex C: Line Unit Locations and Estimated Device Quantities
- d) Annex D: Glossary of Terms
- e) Annex E: Rules of Engagement
- f) Annex F: Registration Form for Industry Day
- g) Annex G: Registration Form for One-On-One Meetings
- h) Annex H: Operational View-1 (OV-1) AIT High Level Operational Concept
- i) NATO Standardization Agreement (STANAG) 4370.
- j) NATO (STANAGs) 2290
- k) NATO (STANAGs) 2233

14 Security

14.1 General Requirements

There will be a requirement for secret level clearances for some contracted resources. Respondents are requested to comment on their planned capabilities in terms of security and screened personnel, and the incremental cost for a classified instance of the solution. Respondents may familiarize themselves with potential security provisions through the Communications Security Establishment (CSE) website <https://www.cse-cst.gc.ca> and the PSPC website <http://www.tpsgc-pwgsc.gc.ca/esc-src/index-eng.html>.

Any future procurement actions may also include expanded security requirements as mandatory criteria for contract award.

14.2 Controlled Goods Provisions

As AIT Project implementation may require access to Controlled Goods (CG) that are subject to the Defence Production Act, Respondents are encouraged to familiarize themselves with the provisions of the Controlled Goods Program (CGP) at their earliest opportunity. Details on how to register under the CGP are available at:

<http://www.tpsgc-pwgsc.gc.ca/pmc-cgp/enregistrement-register-eng.html>.

14.3 National Security Exception

While DND does not intend to invoke National Security Exception (NSE) it reserves the right to do so. NSE allows Canada to exclude a procurement from some or all of the obligations in the relevant trade agreement(s), where Canada considers it necessary to do so in order to protect its national security interests specified in the text of the NSE. Potential Respondents are advised that a NSE may be invoked under the authority of PSPC's Assistant Deputy Minister - Procurement Branch. If invoked, details will be available at:

<https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/section/3/105>.

There are NSE provisions included in the following Trade Agreements:

- a) North America Free Trade Agreement;
- b) Canada-European Comprehensive Economic and Trade Agreement;
- c) World Trade Organization Agreement on Government Procurement;
- d) Canada-Chile Free Trade Agreement; and
- e) Canadian Free Trade Agreement.

15 Confidentiality

- a) Respondents are advised that any information submitted to Canada in response to this RFI may be used by Canada in the development of a subsequent competitive RFQ and/or RFP; and,
- b) As such, respondents responding to this RFI should identify any submitted information that is to be considered as either company confidential or proprietary.

16 Industrial and Technological Benefits

The procurement is currently subject to International Trade Agreements, thus the Industrial and Technological Benefits (ITB) Policy, including Value Proposition do not apply.

17 Green Procurement

Respondents are requested to identify and cost potential areas of development, manufacturing and/or project delivery that leverage environmentally friendly standards and/or processes. For more information on the Green Procurement Policy, consult the Treasury Board Secretariat (TBS) website:

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>

PART II: REQUEST FOR INFORMATION PROCESS

18 Introduction

This is not a bid solicitation. This RFI will not result in the award of any contract. Potential suppliers of any goods or services described in this RFI should not reserve stock or facilities, nor allocate resources, as a result of any information contained in this RFI. Nor will this RFI result in the creation of any source list. Therefore, whether or not a potential supplier responds to this RFI will not preclude that supplier from participating in any future procurement. Also, the procurement of any of the goods and services described in this RFI will not necessarily follow this RFI. This RFI is simply intended to solicit feedback from industry with respect to the subject matter described in this RFI.

19 Instructions for Responding to this Request for Information

19.1 Nature and Format of Responses Requested

Respondents are reminded that this is an RFI and not a RFP. As such, respondents are requested to provide their comments, concerns and, where applicable, alternative recommendations regarding how the requirements or objectives described in this RFI could be satisfied. RFI responses should also clearly identify any additional information and/or clarifications that respondents suggest be incorporated into any future solicitation documents. Respondents are also invited to provide comments regarding the content, format and/or organization of any draft documents included in this RFI. Respondents should explain any assumptions they make in their responses. Any marketing or promotional information submitted as part of the responses will not be reviewed.

Responses will not be used for competitive or comparative evaluation purposes, and thus the response format is not as rigorously defined as would normally be for an RFP. However, for ease of use and in order for the greatest value to be gained from responses, DND requests that respondents follow the structure outlined in section 21.

Respondents are asked to identify if their responses, or any part of their responses, are subject to the CG regulations.

19.2 Response Costs

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

19.3 Treatment of Responses

Use of Responses: Responses to this RFI will not be returned to Respondents and responses will not be formally evaluated. However, the responses received may be used by DND to develop or modify the procurement approach, as well as any draft documentation contained in this RFI. Canada will review all responses received by the RFI closing date. Canada may, at its discretion, review responses received after the RFI closing date.

Review Team: A review team composed of representatives of the DND and PSPC will review the responses. DND reserves the right to hire any independent consultant or to use any Government of Canada (GOC) resources that it considers necessary to review any response. Not all members of the review team will necessarily review all responses. Independent consultants that may be provided access to responses will be subject to a Non-Disclosure Agreement.

Confidentiality: Respondents should mark any portions of their response that they consider proprietary or confidential. Canada will handle the responses in accordance with the *Access to Information Act*.

19.4 Follow-up Activity

DND may, at its discretion, contact any respondent to follow up with additional questions or to clarify any aspect of a response, or to provide feedback.

Additional Engagement Activities: This RFI #1 is part of Engagement Phase 1 and will be followed by separate one-on-one sessions with interested suppliers. For more details, please refer to the following sections:

- Section 21.5 - Phase 4 - One-on-One Industry Meetings;
- Annex F: Registration Form for Industry Day; and
- Annex F: Registration Form for One-On-One Meetings.

19.5 Communication with Industry

During the consultation process, the Contracting Authority will communicate with registered industry participants through direct email rather than by posting additional notices on the BuyandSell Web site.

19.6 Contents of the RFI

The information contained in this document remains a work in progress and respondents should not assume that new requirements will not be added to any bid solicitation that is ultimately published by Canada. Nor should respondents assume that none of the requirements will be deleted or revised. Comments regarding any aspect of the draft documents are welcome. This RFI also contains specific questions addressed to the industry.

19.7 Format of Responses

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

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

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

Responses to this RFI may be in either of Canada's official languages, English or French.

19.8 Contracting Authority

- a) All enquiries and other communications related to this RFI and associated industry engagement activities shall be directed exclusively to the PSPC Contracting Authority. Since this is not a bid solicitation, Canada will not necessarily respond to enquiries in writing or by circulating answers to all respondents; however, respondents with questions regarding this RFI may direct their enquiries to:

Contracting Authority Representative: Mark Nam Nguyen
Public Works and Government Services Canada
Les Terrasses de la Chaudière 10 Wellington, 4th floor
Gatineau, Quebec

K1A OS5

Email address: TPSGC.PADGATIA-APPBAIT.PWGSC@tpsgc-pwgsc.gc.ca

- b) It should be noted that any information provided in relation to this RFI will not be binding upon Canada under any circumstances; and,
- c) Requests for clarification or meetings should be sent to the Contracting Authority:

19.9 Submission of Responses

Time and Place for Submission of Responses: Organizations interested in providing a response should email it to the Contracting Authority identified above by the time and date indicated on page 1 of this solicitation document.

Responsibility for Timely Delivery: Each respondent is solely responsible for ensuring its response is delivered on time to the correct location.

Return of Response: Responses to this RFI will not be returned.

19.10 Fairness Monitor

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

The Fairness Monitor's duties will include, but will not be limited to the following:

- a) Observing all or part of the procurement process (including, but not limited to, the engagement and contemplated RFP processes);
- b) Providing feedback to DND on fairness issues; and
- c) Attesting to the fairness of the procurement process.

Please note that, for the purpose of carrying out its Fairness Monitor related obligations, the Fairness Monitor will be granted access to industry responses and related correspondence received by DND pursuant to this RFI (any subsequent RFI and any resulting RFP) and may act as an observer at the subsequent follow-up engagement and contracting activities.

20 Industry Engagement Process

20.1 Industry Engagement

The Industry Engagement Process consists of the following event phases:

- a) Phase 1: Release of one or more RFIs;
- b) Phase 2: Submission of the responses to RFI Questions detailed in **Annex A** and **Annex B**;
- c) Phase 3: Industry Day presentation to registered participants;
- d) Phase 4: One-on-One Industry Day Meetings; and
- e) Phase 5: Release of the draft RFP including Statement of Work (SOW) and evaluation criteria for review and comment.

At any point within the Industry Engagement Process, the above-listed Industry Engagement events or their scheduling may change. Except for changes brought about by unforeseen events or adverse weather, Canada will endeavour to provide a minimum of five (5) calendar days' notice to respondents of any planned change. Industry Day, as well as all one-on-one meetings will be held at a location within the National Capital Region (Ottawa, ON, Canada) as detailed in **Annex F** and **Annex G**.

Participation in the engagement process will be strictly reserved for registered individuals who sign and submit, to the PSPC Contracting Authority named herein, the Rules of Engagement provided in **Annex E** to this notice.

There will be no short listing of participating suppliers (suppliers with individuals that have signed and submitted the Rules of Engagement) for purposes of undertaking any future work as a result of phases 1 and 2 of this process. Similarly, participation in phases 1 and 2 of this process is not a condition or prerequisite for participation in the procurement process. Industry representatives that do not participate in the process or that leave in the middle of the process will remain eligible to submit a response to any future requests relating to this requirement.

Following the closure of this RFI, copies of the responses to this RFI#1 will be distributed to representatives of DND and PSPC for review and consideration. Copies of the responses will also be made available to the Fairness Monitor (FM) for review.

20.2 Phase 1 - Release of one or more RFIs

This RFI is posted on BuyandSell to seek interest from companies in participating in the industry engagement process. It is a chance for industry to share with DND information on the current marketplace, available technology and supplier capabilities.

20.3 Phase 2 – Submission of the responses to RFI Questions

Refer to **Annex A** and **Annex B** for list of questions to which DND is seeking a response; these will be used as a basis for discussion during one-on-one sessions. An Excel spreadsheet will be available to populate; please ensure replies are recorded in the dedicated column and maintain the existing structure/format of the file. Responses to these questions should be presented **one week prior to the scheduled Industry Day**.

20.4 Phase 3 - Industry Day Presentation

An industry day information session followed by one-on-one meetings are planned for the week of **August 19 - August 23, 2019** as an opportunity to pose and address questions with regard to this RFI. These sessions will be held at a location in the Ottawa Capital Region as detailed in **Annex F** and **Annex G**. Further details as follows:

- a) These meetings will provide an opportunity for respondents to clarify their presentation and to present relevant technical input for the upcoming RFP;
- b) Registration for the above events will be required. Please email the information requested in **Annex F** and **Annex G** to the Contracting Authority listed in this document;
- c) Attendance to these sessions are not required in order to submit a response to the RFI nor any follow-on RFP;
- d) Questions should be submitted to PSPC at least five (05) working days before the event. At this information session, there will be an opportunity for interested potential respondents to seek clarifications from the Project Team concerning the requirements;
- e) Please note that all parties intending to participate in the one-on-one industry day sessions must:
 - i) Have completed and submitted a signed copy of the Rules of Engagement Form to the Contracting Authority referenced above; and
 - ii) Register at least five (5) days in advance of the session date by contacting the Contracting Authority referenced above.

- f) For those unable to participate in the Industry Day Presentation scheduled for 19 August 2019, it will be possible to view the presentation via the WebEx web conferencing application, details of which are available in **Annex F**.

20.5 Phase 4 - One-on-One Industry Meetings

Participants will be invited to One-on-One Industry meetings and have the options to participate as follows:

- Face-to Face at a location within the National Capital Region
- Via Teleconference

The intent of these meetings is to discuss requirements in more detail and possible options for service delivery models. These meetings will represent an additional opportunity for RFI respondents to clarify or expand on their response from **Annex A and Annex B** and provide DND with an opportunity to learn more about the industry and gather additional information.

The One-on-One Industry meetings will be booked on a first come, first booked basis; however preference will be given to participants interested in a Face-to-Face meeting and travelling from outside the National Capital Region.

Please provide the information listed in **Annex G: Registration Form for One-On-One Meetings**. Requests for one-on-one meetings outside of the scheduled one-on-one meeting dates will be accommodated at the discretion of the Contracting Authority.

Proceedings from all of the consultation workshops, such as one-on-one meetings may be recorded for reference purposes. It will not be possible to share these recordings due to technical limitations, however, participants will be entitled to independently record the conversation.

All Industry consultations will be documented and this information is subject to the Access to Information Act. Canada will not reveal any information to third parties that has been designated proprietary.

20.6 Phase 5 – Draft Request for Proposal

Draft RFP documents will be issued to participants allowing for the opportunity to provide feedback on all elements of the RFP. All feedback will be considered and may be included in the Final RFP.

Following the One-On-One meetings and the Draft RFP stage, follow-up sessions with Industry participants may be required to clarify or discuss some elements in relation to the topics discussed at the One-On-One meetings or their response to the Draft RFP.

21 Information to Include in Responses

Respondents are invited to submit a reply to the RFI that addresses each of the topics listed below. To facilitate the review of the responses to this RFI, respondents are asked to provide the requested information in the order in which the topics are presented below.

21.1 Respondent Information

Based on the documentation provided, the respondents should provide background information on its capability either individually or through partnership(s) or sub-contracting to deliver the AIT solution.

21.2 Respondent Representative

The respondents should provide the name, telephone number, and e-mail address of a representative who may be contacted for clarification or other matters related to the respondent's RFI response.

21.3 Scope Elements to be Addressed by Respondents

DND is interested in a range of potential solutions and solution components, including:

- a) complete turn-key solutions
- b) the procurement of the core and non-core hardware and software; and
- c) integration services for the required software and hardware within DRMIS in collaboration with DND's IM/IT professionals.

21.4 Solution/Capability Element Summaries

- a) In terms of complete turn-key solutions, respondents should describe their recommended solution(s) in as much detail as possible in order to demonstrate achieving the required performance / HLMRs and DND's Business outcomes described in Table 1.
- b) Respondents are encouraged to include a general breakdown of all solution elements understood to be required and should describe their proposal in sufficient detail so that a comparison between acquisition models can be made.
- c) Respondents should provide responses to the questions detailed in **Annex A** and **Annex B**. To facilitate the administration process responses should be provided in excel format in the same order in which they are presented.

21.5 Cost

The Respondent should provide preliminary cost estimates based on their understanding of the requirements including identification of sub-contractor costs for the proposed solution(s) and or solution components. The respondent should decompose cost estimates to the greatest extent possible. Respondents are invited to address the following in their estimates as they relate to their solutions or solution components:

- a) Acquisition costs for hardware and software (Core and Non-Core);
- b) Integration services;
- c) Overhead costs such as program management, transportation, travel, and insurance should also be included and identified;
- d) Operations, Maintenance and Support costs;
- e) Key cost drivers and risks should be identified. Risks may be captured using a multi-point estimate with the best and worst case scenario costs;
- f) Any underlying assumptions (i.e. inflation, type of contract, basis of payment, mark-up and fees) used to establish these cost estimates and cash flows should be described;
- g) Currency exchange considerations should be highlighted where used;
- h) Costs should reflect Nominal Canadian Dollars (\$CAD Current Year), which is defined as the dollar value of a product at the time it was produced.

21.6 Risk Assessment

The intent is to minimize risk by leveraging existing Commercial-Off-The-Shelf (COTS) products. Should new technology be proposed or existing technology be used in a substantially innovative manner, it should be identified along with and an elaboration on how any associated risk has been minimized with respect to the added value gained by its use.

Respondents may also choose to describe risks that are avoided in comparison to other solution(s) or acquisition models.

21.7 Schedule

The Respondent should provide their schedule for delivery of the capability and any associated equipment required for operation. If the solution includes design, development, assembly, integration, and testing, then a phased schedule should be applied and key anticipated milestones shown. In order to deliver a full capability no later than 2026, the respondent should consider the following:

- a) What is the critical path for a 2026 completion date (i.e. what conditions need to be met to make that date)? For example, to what degree would changes in contract award affect achieving FOC?
- b) What Respondent-managed issues would significantly impact the Project in terms of cost and schedule (e.g.: export permits, licensing and frequency allocation)?

21.8 Recommendations, Suggestions and Comments

As much as possible, the AIT requirements are not intended to impose unnecessary restrictions on potential solutions. Should any requirement impose a limitation on a Respondent's optimal solution, it should be identified to Canada.

Respondents should also specify any additions or amendments they would propose to the Business Outcomes in order to provide or ensure a more optimal solution. Respondents are highly encouraged to offer alternatives to any of the concepts outlined in this RFI. These alternatives should be accompanied by a comprehensive analysis that articulates how the proposed amendment is more advantageous to Canada with regard to operational suitability, effectiveness, schedule, cost, and risk.

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PART III: QUESTIONS

Annex A: Acquisition Model Questions

As noted in Section 12, respondents are requested to propose one or more acquisition models. Respondents should describe their proposed acquisition model(s) in sufficient detail in order for a comparison to be made between models. Respondents are requested to answer the following questions in the context of their proposed acquisition models to provide additional supporting information for the consideration of Canada:

- 1) Are there potential savings with this acquisition model and how will they be shared or taken advantage by Canada to extend the proposed capability?
- 2) How would industry propose to maximise the AIT solution and deliver the full capability in the context of the Define-to-Budget Strategy?
- 3) What opportunities exist for Canada to maximize value (longer contract terms, assuming certain risks)?
- 4) What is the advantage/disadvantage of single provider handling the entire implementation from device user interface development and configuration to the integration of hardware of and software with DRMIS and associated SAP modules?
- 5) What off-the-shelf hardware would you propose to minimize the cost of implementation and in-service-support?
- 6) What supply models do you propose for the delivery of hardware to warehouse during the implementation phase to limit obsolescence (just in time, supply arrangement)?
- 7) How would you handle the complexity of the implementation given that there are multiple locations across Canada?
- 8) What are the in-service-support strategies that could be utilized for the maintenance/replacement of the hardware (tablets, handheld scanners, printers) over contract life to reduce Life Cycle Cost and provide high level of asset availability.(leasing, regional repair depot, central repair depot, contractor held inventory)?
- 9) How would you provide in-service-support to hardware that may be used in deployed operations/in-theatre?
- 10) What performance metrics would be proposed? What basis of payments would be proposed?
- 11) Can a cloud based solution be employed to manage and transfer material asset data? How would data be managed, secured and located?

Responses should be emailed to the Contracting Authority one week prior to the scheduled Industry Day.

Annex B: Supplementary Questions

Canada is interested in obtaining industry knowledge to further refine requirements for the AIT Project. To this end, respondents are requested to respond to the following questions:

- 1) What are industry standards and best practices for provision of automated data capture and entry capabilities for all lines of materiel management in a supply chain?
- 2) What are industry best practices for the use of Barcodes and RFID in Supply Chain Operations?
- 3) What are industry Best Practices to complete warehouse transactions with the use of mobile devices, such as checking in/out materiel and stocktaking?
- 4) What are industry best practices for the management of mobile devices?
- 5) What are industry best practices to provision wireless network access in harsh environmental conditions with limited supporting infrastructure?
- 6) What are the industry best practices of data exchange and related business processes in a non-EDI environment?
- 7) What are the industry best practices for data exchange and related business processes with the adoption and use of EDI?
- 8) What are the industry best practices for transitioning from a non-EDI environment to EDI environment with associated new business processes?
- 9) How is electronic identifiers' information collected and stored from the supplier base?
- 10) What are industry best practices for wireless solutions that are being used in classified, secret and top secret environments?
- 11) What are Industry Best Practices for consignment tracking and increasing asset visibility in a supply chain?
- 12) What are the Industry Best Practices for the management and tracking of bulk fuels in a domestic and international operational environment?
- 13) What are Industry best practices for the provision of In-Service Support for supply chain technologies?
- 14) Based on the deliverables presented in Section 9 and what would Industry Best Practice suggest would be the associated required In-Service Support requirement in terms of resources?

Responses should be emailed to the Contracting Authority one week prior to the scheduled Industry Day.

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PART IV: ADDITIONAL ANNEXES

Annex C: Line Unit Locations and Estimated Core Device Quantities

Annex C.1 Number of Core Units at various Locations			
Province	Third Line Line	2nd Line	1st Line
AB	1	4	19
BC	2	4	19
MB		4	4
NB		2	10
NL		3	3
NS	2	6	19
NT		1	2
NU		1	
ON	2	9	44
PE		1	
QC	2	7	27
SK	1	1	
TOTAL	10	43	147

Note: The purpose of this table is to show the approximate geographic distribution of the hardware and devices. There is no direct correlation between the number of buildings that will receive WIFI and the number of Units in each location.

Annex C.2 Approximate Core Hardware Device Quantities			
Regular Devices	Mobile	Tablet	Laptop
Operational Deployed Devices	3,326	1,371	457
Haz Material Area Devices	323	81	27
Explosive / Ammunition Area Devices	112	28	9
TOTAL	3,761	1,479	493
Equipment Mounted Devices			
Ruggedized Devices	357		
Intrinsically Safe (ISAFE) Devices	30		
HERO Devices	22		
Printers			
Desktop Label Printer	762		
Portable Label Printer	3,867		
MHE Portable Printers	397		
Printer/Tablet Mounting Kits	794		

Ribbons and Labels			
Desktop Ribbons and Labels	762		
Portable Ribbons and Labels	3,867		
Material Handling Equipment (MHE) Portable Ribbons and Labels	397		
Spare Ribbons and Labels	503		
Scanners			
MHE Scanner Wired Long	159		
MHE Scanner Wired Short	238		
MHE Bar Code Scanner Stand	397		
Desktop Bar Code Scanner	3,880		
Desktop Bar Code Scanner Stand	3,880		
Mobile SIM Cards			
	5,733		
Portable Deployment Kits (PDK)*			
Portable Container including the following:	33		
Satellite Hub	1		
Tethered Scanners	3		
Mobile Devices Handheld devices	3		
Mobile Label printers	2		
Desktop Printer Label printer / Desktop Printer	1		
* Devices must be able to read and write to RFID Tags / Labels.			

Annex C.3 Approximate Bulk Fuel Container Quantities and Number of Bulk Fuel Sites by Location			
Storage Tanks			
Above Ground	549		
In Ground	16		
TOTAL	565		
Browsers			
Heavy Logistics Wheeled Vehicles (HLVWs)	123		
Aircraft Refuelling Vehicles	117		
HLVW - Trailer Forward Area Refueller (TFAR)	69		
TOTAL	309		
Ships/Aviation Fuel Tanks Only			
	12		
Aircraft In-Flight Refueling Drogues			
	48		

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Fuel Sites	Major⁶	Minor⁷	Total
AB	5	4	9
BC	3	3	6
MB	2	1	3
NB	2	4	6
NF	3		3
NS	3	6	9
NU	1		1
NT	1		1
ON	10	5	15
QC	4	6	10
SK	2		2

⁶ A major site consists of a supporting base or fueling station with large storage tanks.

⁷ A minor site consists of a remote site with smaller storage tanks.

Annex D: Glossary of Terms

ACCRONYM	DEFINITION
1st Line	"First line" is the support capabilities that are organic or allocated to a unit, such as a battalion, air squadron or air detachment, or ship. A ship, battalion, squadron, base section or equivalent size unit is a first line organization with first line supply locations. Based on its role, the unit is provided with appropriate equipment and inventory to employ or operate.
2nd Line	"Second line" is the support capabilities that are allocated to a formation (e.g., a brigade group, air expeditionary wing, or naval task group. The materiel storage locations in a supply ship, service battalion, air maintenance squadron, base, wing or unit that primarily provides technical and materiel support to other units, or other parts of the base. Second-line support is normally provided through first-line support echelons within the formation. Second line organizations may draw on the resources of third line organizations to replenish their stocks or to supplement their resources.
3rd Line	"Third Line" is the support capabilities at the national level that provides materiel, ammunition and distribution services to support CAF operations and DND activities. These locations are used for longer term storage or where it is impractical to pre-position materiel at every point of use.
A&E	Ammunition and Explosives
ADM(Fin)	Assistant Deputy Minister Finance
ADM(IM)	Assistant Deputy Minister Information Management
ADM(Mat)	Assistant Deputy Minister Materiel
AIMS	Ammunition Inventory Management System
AIT	Automatic Identification Technology
AOR	Area of Responsibility
ASN	Advanced Shipping Notification
AV	Asset Visibility
CAF	Canadian Armed Forces
CFSD	Canadian Forces Supply Depot
CJOC	Canadian Joint Operations Command
CONOPS	Concept of Operations
COTS	Commercial Off-The-Shelf

CSE	Communications Security Establishment
DRM	Data Remediation and Marking
DND	Department of National Defence
Domestic Operation	An operation conducted on a nation's territory or approaches.
DRMIS	Defence Resource Management Information System
DSC	Defence Supply Chain
DWAN	Defence Wide Area Network
EDI	Electronic Document Interchange
EMO	Equipment Movement Order
ERP	Enterprise Resource Planning
EWM	Enhanced Warehouse Management
Expeditionary Operations	An operation that requires the projection of military power over extended lines of communications into a distant operational area to accomplish a specific objective.
FCG	Force Capability Guidance
FLS	Forward Logistic Site
FM	Fairness Monitor
FOC	Full Operational Capability
GC	Government of Canada
HAZMAT	Hazardous Materials
HERF	Hazards of Electromagnetic Radiation to Fuel
HERO	Hazards of Electromagnetic Radiation to Ordnance
HERP	Hazards of Electromagnetic Radiation to People
HLMR	High Level Mandatory Requirement
HLVW	Heavy Logistics Wheeled Vehicle
IM/IT	Information Management/Information Technology

Internal Receipt	When the Issuing and Receiving organizations are DND/CAF Units, Warehouses, MIU Accounts, Individuals...etc.
IOC	Initial Operational Capability
ISAFE	Intrinsically Safe
IT	Information Technology
ITV	In-Transit Visibility
MHE	Material Handling Equipment
Mobile Computer Device	A Tablet, Handheld Computer, Laptop, Dumb Scanner...etc, that enables employees to take read events off Data Carriers attached to items in a warehouse or other environment along the Defence Supply Chain (DSC).
NATO	North Atlantic Treaty Organization
NMDS	National Movements and Distribution System
PA (Def)	Project Approval - Definition
PA (Imp)	Project Approval - Implementation
PDETs	Portable Data Entry Terminals
PDK	Portable Deployment Kits
PMO	Project Management Office
POL	Petroleum Oil Lubricants
PSPC	Public Services & Procurement Canada
R&O	Repair and Overhaul
RFID	Radio Frequency Identification
RFI	Request for Quotation
RFP	Request for Proposal
SJS	Strategic Joint Staff
SOW	Statement of Work
SSC	Shared Services Canada
STANAG	Standardization Agreement (NATO)

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TBS	Treasury Board of Canada Secretariat
TM	Transportation Module
TFAR	Trailer Forward Area Refueller
VCDS	Vice Chief of the Defence Staff
WM	Warehouse Management

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Annex E: Rules of Engagement



Automatic Identification Technology (AIT)

Industry Engagement Process

Rules of Engagement

(Mandatory Forms for Participant)

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An overriding principle of the Industry Engagement is that it be conducted with the utmost fairness and equity between all parties. No one person or organization shall receive nor be perceived to have received any unusual or unfair advantage over the others.

All Crown documentation provided throughout the Industry Engagement process ("Consultative Process"), which begins with the Industry Engagement session and concludes when an official RFP is published on Buyandsell.gc.ca, will be provided to all participants who have agreed to and signed the Rules of Engagement ("Participant").

The Consultative Process will consist of an Industry Engagement Session, Industry Meetings, Working Group Sessions, One-on-one Sessions, and any other processes deemed necessary by the Contracting Authority.

In order to maximize the benefits of the Consultative Process, Canada will endeavor to solicit comments from Participants on various issues raised.

Any solutions, ideas or issues raised during the One-on-One sessions will be first analyzed for further consideration by Canada;

Any issues, recommendations, solutions or ideas raised during the One-on-One meetings and accepted by Canada, shall be raised for discussion during the Working Group Sessions;

An agenda with discussion topics and any available supporting documentation will be provided to Participants in advance of any Working Group Session;

A draft-RFP will be made available to Participants before the RFP is published on Buyandsell.gc.ca. A notice will be posted on Buyandsell.gc.ca stating a draft-RFP will be made available upon request to additional participants who agree to and sign the Rules of Engagement ("Participant").

Canada will not disclose proprietary or commercially-sensitive information concerning a Participant to other Participants or third parties, except and only to the extent required by law.

TERMS AND CONDITIONS

The following terms and conditions apply to the Consultative Process. In order to encourage open dialogue, Participants agree to the following:

1. Discuss their views concerning the AIT requirement and to provide positive resolutions to the issues in question. Everyone shall have equal opportunity to share their ideas and suggestions.
2. Allow Canada to record and/or make notes during the one-on-one sessions, should clarification of information be required;
3. All enquiries with regard to the procurement of the AIT requirement are to be directed to the Contracting Authority. Any communication to unauthorized representatives of Canada may be subject to full disclosure by Canada on Buyandsell.gc.ca;
4. Canada is not obligated to issue any Request for Proposal (RFP), or to negotiate any Contract for the AIT requirement;

5. If Canada does release a RFP, the terms and conditions of the RFP shall be subject to Canada's absolute discretion;
6. Canada will not reimburse any person or entity for any cost incurred in participating in this Industry Consultative Process;
7. Participation is not a mandatory requirement. Not participating in this Consultative Process will not preclude a bidder from submitting a proposal;
8. Failure to agree to and to sign the Rules of Engagement will result in the exclusion from participation in the one-on-one meetings and review of the Final Draft RFP; and
9. A dispute resolution process to manage impasses throughout this Consultative Process shall be adhered to as follows:
 - 9.1. By informal discussion and good faith negotiation, each of the parties shall make all reasonable efforts to resolve any dispute, controversy or claim arising out of or in any way connected to this Industry Engagement.
 - 9.2. Any dispute between parties of any nature arising out of or in connection with this Industry Engagement shall be resolved by the following process:
 - a. Any such dispute shall first be referred to the Participant's Representative and the PWGSC Manager managing the Industry Engagement. The parties will have three (3) business days in which to resolve the dispute;
 - b. In the event the representatives of the parties specified in Article 9.2a above are unable to resolve the dispute, it shall be referred to the Participant's Project Director and the PWGSC Senior Director of the Division responsible to manage the Industry Engagement. The parties will have three (3) business days to resolve the dispute;
 - c. In the event the representatives of the Parties specified in Article 9.2b above are unable to resolve the dispute, it shall be referred to the Participant's President and the PWGSC Director General, who will have three (3) business days to resolve the dispute.
 - d. In the event the representatives of the Parties specified in Article 9.2c above are unable to resolve the dispute, it shall be referred to the Participant's Chief Executive Officer and the PWGSC Assistant Deputy Minister, Acquisitions Branch, who will have five (5) business days to resolve the dispute; and
 - e. In the event the representatives of the Parties specified in Article 9.2d above are unable to resolve the dispute, the Contracting Authority shall within five (5) business days render a written decision which shall include a detailed description of the dispute and the reasons supporting the Contracting Authority's decision. The Contracting Authority shall deliver a signed copy thereof to the Participant.



By signing this document, the individual represents that he/she has full authority to bind the supplier listed below and that the individual and the supplier agrees to be bound by all the terms and conditions contained herein.

Name of Supplier:

Name of Individual:

Telephone:

E-mail:

Signature:

Date:

IMPORTANT: SUPPLIERS INTERESTED IN PARTICIPATING IN THE AUTOMATIC IDENTIFICATION TECHNOLOGY INDUSTRY ENGAGEMENT MUST AGREE UPON AND SIGN THIS MANDATORY FORM.

ONCE AGREED UPON AND SIGNED, THE TERMS AND CONDITIONS OF THIS ENGAGEMENT REPLACE ANY EXISTING RULES OF ENGAGEMENT PREVIOUSLY AGREED TO IN RELATION TO THIS PROCUREMENT, AND TERMINATE THE NON-DISCLOSURE AGREEMENT SIGNED WITH THE PREVIOUS RULES OF ENGAGEMENT.

RECEIPT OF THIS SIGNED FORM VIA E-MAIL TO TPSGC.PADGATIA-APPBAIT.PWGSC@TPSGC-PWGSC.GC.CA IS ACCEPTED.

Annex F: Registration Form for Industry Day

* Face-to-face participation is encouraged for the industry day presentation, however, participants have the option of viewing the presentation remotely via the WebEx web conferencing application.

* Please register by 8 August 2019 (close of business).

* Please advise if any attendee(s) requires special venue arrangements (i.e. persons with special needs).

Date: 19-Aug-19

Time: 9:00 AM - 12:00 PM

Address:

Place du Portage, Phase IV (Pontiac Room)
140 Promenade du Portage, Phase IV – Level “0”
Gatineau, Quebec, K1A 0J9

When you entering the main location:

- Go up a few stairs and see a Tim Hortons;
- At the Tim Hortons turn right;
- Walk down the corridor that has a few tables and chairs;
- At the end of the corridor there will be an escalator, and to your right, there will be glass doors that will say: (Centre de Conférence / Conference Centre);
- Go in and the commissionaire's desk is right there – your guests will check in at this desk, and the Commissionaire can direct them back to the room.

*** **Driver's License or suitable ID required**

**Company
Name:**

Face-to-Face Attendees

Item #	Name	Title	Phone Number	Email
1				
2				
3				

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File No. - N° du dossier CCC No./N°

CCC - FMS No./N° VME

4				
5				

WebEx Attendees

Item #	Name	Title	Phone Number	Email
1				
2				
3				
4				
5				

* A WebEx invitational email containing the appropriate login details will be sent to registered participants.

Preferred Language

English	
French	

AGENDA

ACTIVITY	START TIME	FINISH TIME
Registration	8:00 AM	9:00 AM
Presentation	9:00 AM	10:30 AM
Health Break	10:30 AM	10:45 AM
Question Period and Open Discussion	10:45 AM	12:00 PM

Annex G: Registration Form for One-On-One Meetings

Annex G: Registration Form for One-On-One Meetings			
Company Name:			
Name of Participant(s)	Title	Phone Number	Email
*** A maximum of 4 participants per session can be accommodated if opting for Face-to-Face meetings; additional participants have the option of joining via a teleconference service.			
*** The intent of the One-on-One meetings is to facilitate an open discussion related the questions from Annex and Annex B as well as the AIT objectives as a whole and how best to achieve these objectives.			
Preferred Language			
English			
French			
Preferred Meeting Format			
Face-to-Face			
Teleconference			
Please advise if any attendee(s) requires special venue arrangements (i.e. persons with special needs).			
Meeting Restrictions			
Sessions are limited to 1 hour each.			
The One-on-One Industry meetings will be booked on a first come, first booked basis. Please note Monday and Tuesday sessions will be prioritized for participants travelling from outside the National Capital Region.			
Additional days for one-on-one sessions may be added as required.			

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One-on-one Meeting Preferred Dates	Session #	Day	Start Time	Finish Time
Preferred Date/Time Slot #1				
Preferred Date/Time Slot #2				
Preferred Date/Time Slot #3				
Face-to-Face Meeting Location				
Les Terrasses de la Chaudière, 10 Wellington, 4th Floor, Gatineau, Quebec, K1A 0S5 *** Sign-in at Commissionaire's desk required *** Driver's License or suitable ID required				
Teleconference Dial-In Details				
Local Dial in (National Capital Region):		613-960-7511		
Toll-free Dial-in number:		1 877-413-4782		
Conference ID:		4632679		

Available Sessions

SESSION	DATE	DAY	START TIME	FINISH TIME
1	19-Aug	Monday	13:30	14:30
2	19-Aug	Monday	14:45	15:45
3	20-Aug	Tuesday	8:30	9:30
4	20-Aug	Tuesday	9:45	10:45
5	20-Aug	Tuesday	11:00	12:00
6	20-Aug	Tuesday	13:30	14:30
7	20-Aug	Tuesday	14:45	15:45
8	21-Aug	Wednesday	8:30	9:30
9	21-Aug	Wednesday	9:45	10:45
10	21-Aug	Wednesday	11:00	12:00
11	21-Aug	Wednesday	13:30	14:30
12	21-Aug	Wednesday	14:45	15:45
13	22-Aug	Thursday	8:30	9:30
14	22-Aug	Thursday	9:45	10:45
15	22-Aug	Thursday	11:00	12:00
16	22-Aug	Thursday	13:30	14:30
17	22-Aug	Thursday	14:45	15:45

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18	23-Aug	Friday	8:30	9:30
19	23-Aug	Friday	9:45	10:45
20	23-Aug	Friday	11:00	12:00
21	23-Aug	Friday	13:30	14:30
22	23-Aug	Friday	14:45	15:45

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Annex H: Operational View–1 (OV-1) AIT High Level Operational Concept

