



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Public Works and Government Services Canada
Victory Building
3rd Floor
269 Main Street
Winnipeg
Manitoba
R3C 1B3
Bid Fax: (204) 983-0338

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government
Services Canada**

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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

Comments - Commentaires

Title - Sujet Ground Penetrating Radar System	
Solicitation No. - N° de l'invitation 3Y004-200051/A	Date 2019-11-07
Client Reference No. - N° de référence du client 3Y004-200051	
GETS Reference No. - N° de référence de SEAG PW-\$NCS-015-11722	
File No. - N° de dossier NCS-9-42147 (015)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-12-18	Time Zone Fuseau horaire Central Standard Time CST
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: Simard, Colin	Buyer Id - Id de l'acheteur ncs015
Telephone No. - N° de téléphone (204) 583-7859 ()	FAX No. - N° de FAX (204) 983-0338
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: POLAR KNOWLEDGE CANADA 1 Uvajuq Road, PO Box 2150 CAMBRIDGE BAY Nunavut X0B0C0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada
Northern Contaminated Site Program
Canada Place/Place du Canada
10th Floor/10e étage
9700 Jasper Ave/9700 ave Jasper
Edmonton
Alberta
T5J 4C3

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 SECURITY REQUIREMENTS	3
1.2 REQUIREMENT	3
1.3 COMPREHENSIVE LAND CLAIMS AGREEMENT(S)	3
1.4 DEBRIEFINGS	3
1.5 TRADE AGREEMENTS	3
1.6 EPOST CONNECT SERVICE	3
1.7 ACCESSIBILITY	3
PART 2 - BIDDER INSTRUCTIONS	3
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	3
2.2 SUBMISSION OF BIDS	4
2.3 ENQUIRIES - BID SOLICITATION	4
2.4 APPLICABLE LAWS	4
PART 3 - BID PREPARATION INSTRUCTIONS	5
3.1 BID PREPARATION INSTRUCTIONS	5
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	6
4.1 EVALUATION PROCEDURES	6
4.2 BASIS OF SELECTION- HIGHEST COMBINED RATING OF TECHNICAL IBP MERIT AND PRICE	7
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	8
5.1 CERTIFICATIONS REQUIRED WITH THE BID	8
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	8
PART 6 - RESULTING CONTRACT CLAUSES	9
6.1 SECURITY REQUIREMENTS	9
6.2 REQUIREMENT	9
6.3 STANDARD CLAUSES AND CONDITIONS	9
6.4 TERM OF CONTRACT	9
6.5 AUTHORITIES	9
6.6 PAYMENT	10
6.7 INVOICING INSTRUCTIONS	11
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION	11
6.9 APPLICABLE LAWS	11
6.9 PRIORITY OF DOCUMENTS	11
6.10 <i>SACC MANUAL</i> CLAUSES	12
6.11 INSPECTION AND ACCEPTANCE	12
ANNEX "A"	13
REQUIREMENT	13
ANNEX "B"	18
BASIS OF PAYMENT	18
ANNEX "C"	19
INUIT BENEFITS CRITERIA	19

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

Amd. No. - N° de la modif.
File No. - N° du dossier
3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"	27
ELECTRONIC PAYMENT INSTRUMENTS	27

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement applicable to the Requirement.

1.2 Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses.

1.3 Comprehensive Land Claims Agreement(s)

This procurement is subject to the Agreement between the Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada.

1.4 Debriefings

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

1.5 Trade Agreements

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

1.6 epost Connect service

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

1.7 Accessibility

Considering accessibility criteria and features is obligatory with this requirement. For additional information consult the Treasury Board [Contracting Policy](#).

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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

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3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

Delete: 60 days
Insert: 90 days

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the bid solicitation.

Room 310, 269 Main Street
Winnipeg, Manitoba R3C 1B3

ROReceptionSoumissions.WRBidReceiving@tpsgc-pwgsc.gc.ca

Bids/Offers will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.

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

Facsimile number: 204-983-0338

2.2.1 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 8 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 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 Manitoba.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory

specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

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

Section I: Technical Bid
Section I-I: Inuit Benefit Criteria
Section II: Financial Bid
Section III: Certifications

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

Section I: Technical Bid (1 hard copy)
Section I-I: Inuit Benefits Bid (1 Hard copy)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)

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

- c) If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.
- d) In accordance with the Treasury Board Contracting Policy and the Accessible Canada Act, federal departments and agencies must consider accessibility criteria and features when procuring goods or services. Therefore, bidders are encouraged to highlight all the accessibility features and components of their proposal for this Statement of Work (SOW) and must:
- (i) demonstrate how the bidder's proposed goods and/or services meet the accessibility requirement at delivery; or
 - (ii) describe how the bidder would deliver its goods and/or services under any resulting contract in a way that satisfies the mandatory requirement.
- e) If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

Canada requests that bidders follow the format instructions described below in the preparation of hard copy of their bid:

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

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

Section I-I: Inuit Benefits Bid

Refer to Annex "C" Inuit Benefits Criteria

Section II: Financial Bid

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

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

3.1.1 Electronic Payment of Invoices – Bid

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

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

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

3.1.2 Exchange Rate Fluctuation

SACC *Manual* clause [C3011T](#) (2013-11-06) Exchange Rate Fluctuation

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory technical evaluation criteria are included in **APPENDIX 1**.

4.1.2 Financial Evaluation

SACC Manual Clause [A0222T](#) (2014-06-26), Evaluation of Price-Canadian/Foreign Bidders

4.2 Basis of Selection- Highest Combined Rating of Technical IBP 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 "0" points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 100 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 10% for the technical merit and 90% 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 10 %.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 90 %.
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.

90% Price and 10% IBP

Bidder	Total Bid Price	\$ Price Calc \$50,000/bidder	Price Score	Price Score out of 90%	IBP Score	IBP Score out of 10%	TOTAL SCORE
a	\$50,000.00	\$50,000/\$50,000	100.0	90.0	0.0	0.0	90.0
b	\$55,000.00	\$50,000/\$55,000	90.9	81.8	10.0	10.0	91.8
c	\$54,000.00	\$50,000/\$54,000	92.6	83.3	10.0	10.0	93.3

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Requirement

The Contractor must provide items in accordance with the Requirement at Annex "A"

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from date of Contract to 2020-06-30 inclusive.

6.4.2 Delivery Date

All the deliverables must be received between 2020-02-29 and 2020-03-31

6.4.4 Comprehensive Land Claims Agreement(s)

The Contract is subject to the following Comprehensive Land Claims Agreement(s):

Agreement Between the Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada.

6.4.5 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Colin Simard
A/Procurement Officer
Public Services and Procurement Canada

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

Amd. No. - N° de la modif.
File No. - N° du dossier
3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

Procurement Branch – Environmental Services Acquisitions Team
Western Region
269 Main Street
Winnipeg, Manitoba R3C 1B3

Telephone: 204-583-7859
E-mail address: Colin.simard@tpsgc-pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: **TBD**

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

6.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in Annex A. Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Price

SACC Manual clause [C6000C](#) (2017-08-17) Limitation of Price

6.6.3 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

6.6.4 SACC Manual Clauses

SACC Manual clause [C2000C](#) (2007-11-30), Taxes – Foreign-based Contractor

6.6.5 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.
 - c. One (1) copy must be forwarded to Finance@polar.gc.ca

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

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

6.9 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 general conditions [2010A](#) (2018-06-21), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Inuit Benefits Plan;
- (f) the Contractor's bid dated _____ (*TBD*)

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
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Amd. No. - N° de la modif.
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CCC No./N° CCC - FMS No./N° VME

6.10 SACC Manual Clauses

G1005C (2016-01-28) Insurance - No Specific Requirement

B7500C (2006-06-16) Excess Goods

D0018C (2007-11-30) Delivery and Unloading

6.11 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection

Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX "A"

REQUIREMENT

1.0 SCOPE

Polar Knowledge Canada has a requirement for one Ground Penetrating Radar (GPR) System to support permafrost research in the Canadian Arctic. This equipment will be used to detect the active layer thickness (non-frozen surface layer/ frozen permafrost), stratigraphic contacts and massive ice bodies such as ice wedges.

2.0 MANDATORY PERFORMANCE SPECIFICATIONS

To address POLAR operational needs, the GPR must meet the following specifications:

Equipment will be used mainly for permafrost research in the Canadian Arctic. Equipment must be able to detect the active layer thickness (non-frozen surface layer/ frozen permafrost), stratigraphic contacts and massive ice bodies such as ice wedges.

1. Minimum Performance Characteristics of the equipment:

- a) GPR Must be able to:
 - i. map the depth of bedrock;
 - ii. conduct bathymetric surveys on shallow freshwater lakes;
 - iii. monitor snow depth and
 - iv. monitor lake and sea thickness conditions.
- b) Must be Portable
- c) Must be capable of recording radar data on a curved or irregular surface (for example : rocky surface, soil, tundra)
- d) Must able to reach depths between 0 and 20 m (or better).

2. Equipment

- a) **All electrical components** including the data acquisition and display unit, antennas and GPS receivers must be self-contained units with the following characteristics.
 - i. Completely sealed against water and dust intrusion while in operation.
 - ii. Capable of operating within a temperature range of -20°C to 30°C (or better)
- b) **Acquisition and display** unit must meet the following characteristics:
 - i. Composed of one self-contained unit
 - ii. Must include two (2) rechargeable batteries.
 - iii. Allow for instantaneous display of subsurface conditions currently beneath the antenna.
 - iv. Allow for calibration in the field that is accessible by an on-screen menu system without the use of any additional equipment such as a computer.
 - v. Support GPS data integration
 - vi. Allow GPR survey data transfer between unit and a computer. To be accomplished by common non-proprietary interface such as the Universal Serial Bus (USB) and/or removable media such as a Compact Flash card
 - vii. Must include all associated cables and adapters
- c) Must include **Interchangeable antennas** (low frequency) with bandwidths of between 40-60, 80-120 and 160-240 MHz (or comparable / equivalent depth ranges)

-
- i. One antenna set (between 40-60MHz) capable of high detail detection
 - ii. One antenna set (between 80-120 MHz)
 - iii. One antenna set (between 160-240MHz) capable of greater depth penetration (10-15 m or deeper, to detect subsurface stratigraphy, to map depth to bedrock, to conduct bathymetric surveys.
- d) **Global Positioning System** (GPS) receiver - May also be referred to as a Global Navigation Satellite System (GNSS) receiver - to be supplied must conform to the following characteristics:
- i. One GPS receiver capable of supplying position data to the data acquisition and display unit
 - ii. Typical position accuracy required of 1000mm or less
 - iii. Must be able to operate in a temperature range of -20°C to 30°C (or better)
- e) **Other supporting equipment** must include:
- i. Wheeled cart must be able to mount antenna, data acquisition and display unit, and GPS and allow one operator to push and watch display simultaneously.
- f) **travel cases:** All equipment supplied must be provided with travel cases meeting the following characteristics:
- i. Must be able to contain all equipment supplied by the manufacturer including, but not limited to major components, spare parts, cables and manuals;
 - ii. Cases are to be constructed from a non-brittle plastic material capable of continued operation from -30°C to 40°C.
 - iii. Cases must be able to withstand typical stacking without crushing that occurs on board commercial aircraft.
 - iv. Must include reusable padding to protect equipment during rough handling.
- g) **Software:** Software to be supplied with equipment must conform to the following requirements and characteristics.
- i. Compatible with Microsoft Windows 7 or later and/or macOS.
 - ii. Interpret downloaded GPR data and GPS data simultaneously in order to:
 - (a) Display three dimensional track of GPS data vs. Subsurface scan data
 - (b) Allow the electronic export of GPS and GPR data in a common format for plotting in order drafting or display programs
 - (c) Allow the printing and export of individual depth slices in common non-proprietary picture formats such as JPG, PNG, PDF or BMP.
 - iii. Include all operations manuals.

3.0 Accessibility

The Government of Canada strives to ensure that the goods and services it procures are inclusive by design and accessible by default, in accordance with the *Accessible Canada Act (ACA)*, its associated regulations and standards, and Treasury Board *Contracting Policy*. Procurement documents will specify the accessibility criteria and standards to be met and provide guidelines for the evaluation of proposals with respect to those criteria and standards.

4.0 Delivery Location

Polar Knowledge Canada
Canadian High Arctic Research Station
1 Uvajuq Road, PO Box 2150
Cambridge Bay, NU X0B 0C0

APPENDIX 1: MANDATORY TECHNICAL CRITERIA

ITEM	DESCRIPTION	Bidder's cross reference and/or response
A	<p>To be considered responsive, a bid must demonstrate compliance with all of the mandatory criteria. Bidders must demonstrate their ability to meet those requirements.</p> <p>It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced on the Compliance Matrix for each performance specification to outline where in the supporting technical documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to prove that the proposed product(s) meet the requirements of the Performance Specification. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.</p> <p>If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.</p> <p>Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.</p> <p>Failure to meet each mandatory performance specification will result in the bid being deemed non-responsive, and be given no further consideration.</p>	
Performance Characteristics:		
Equipment must be able to:		
1	Map the depth of bedrock;	
2	Conduct bathymetric surveys on shallow freshwater lakes;	
3	Monitor snow depth	
4	Monitor lake and sea thickness conditions.	
5	Must be portable (Handheld)	
6	Must be capable of recording radar data on a curved or irregular surface (for example : rocky surface, soil, tundra)	
7	Must able to reach depths between 0 and 20 m (or better).	
Equipment:		
Electrical Components (including the data acquisition and display unit, antennas and GPS receivers):		

8	Must be self-contained	
9	Must be completely sealed against water and dust intrusion while in operation	
10	Must be capable of operating within a temperature range of -20°C to 30°C (or better)	
GPR acquisition and display unit:		
11	Composed of one self-contained unit	
12	Must include two (2) rechargeable batteries.	
13	Allow for instantaneous display of subsurface conditions currently beneath the antenna.	
14	Allow for calibration in the field that is accessible by an on-screen menu system without the use of any additional equipment such as a computer.	
15	Support GPS data integration	
16	Allow GPR survey data transfer between unit and a computer. To be accomplished by common non-proprietary interface such as the Universal Serial Bus (USB) and/or removable media such as a Compact Flash card	
17	Must include all associated cables and adapters	
Interchangeable antennas:		
18	One antenna set (between 40-60 MHz) capable of high detail detection	
19	One antenna set (between 80-120 MHz)	
20	One antenna set (between 160-240MHz) capable of greater depth penetration (10-15 m or deeper, to detect subsurface stratigraphy, to map depth to bedrock, to conduct bathymetric surveys.	
Global positioning system (GPS) receiver – or Global Navigation Satellite System (GNSS)		
21	One GPS receiver capable of supplying position data to the data acquisition and display unit	
22	Typical position accuracy required of 1000mm or less	
23	Must be able to operate in a temperature range of -20°C to 30°C (or better)	
Other Supporting equipment:		
24	Wheeled cart must be able to mount antenna, data acquisition and display unit, and GPS and allow one operator to push and watch display simultaneously.	
Travel Cases		
25	Must be able to contain all equipment supplied by the manufacturer including, but not limited to major components, spare parts, cables and	

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

Amd. No. - N° de la modif.
File No. - N° du dossier
3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

	manuals;	
26	Cases are to be constructed from a non-brittle plastic material capable of continued operation from -30°C to 40°C.	
27	Cases must be able to withstand typical stacking without crushing that occurs on board commercial aircraft.	
28	Must include reusable padding to protect equipment during rough handling.	
Software:		
29	Must be compatible with Microsoft Windows 7 or later and/or macOS.	
30	Must be able to Interpret downloaded GPR data and GPS data simultaneously in order to: -Display three dimensional track of GPS data vs. Subsurface scan data - Allow the electronic export of GPS and GPR data in a common format for plotting in order drafting or display programs - Allow the printing and export of individual depth slices in common non-proprietary picture formats such as JPG, PNG, PDF or BMP.	
31	Must Include all operations manuals	

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

Amd. No. - N° de la modif.
File No. - N° du dossier
3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

ANNEX "B"

BASIS OF PAYMENT

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

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

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

Rates quoted must remain firm for the period of the Contract. Rates **MUST** include ALL costs associated with providing the goods in accordance with the Requirement, Annex "A" attached herein. GST, if applicable, is to be shown as a separate item on any resulting invoice. Payment will be made in accordance with the following pricing.

Table 1: Goods to be delivered between 2020-02-29 and 2020-03-31 (Firm prices, CAD, FOB Destination)					
Item	Description	Unit of issue	Qty	Firm Unit Price (CAD)	Extended total (CAD)
1	GPR system in accordance with the requirement at Annex "A"	Lot	1	\$	\$
2	Delivery to destination: Polar Knowledge Canada Canadian High Arctic Research Station 1 Uvajuq Road, PO Box 2150 Cambridge Bay, NU X0B 0C0	Lot	1	\$	\$
Subtotal (i)					\$

ANNEX "C"

INUIT BENEFITS CRITERIA

Nunavut Agreement

In this requirement, it is not mandatory for Bidders to include the Inuit Benefit Plan (IBP) as part of their proposal. This procurement is subject to the Agreement Between the Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada.

Bidders are requested to maximize Inuit employment, subcontracting and on-the-job training opportunities, and involve Inuit businesses, in carrying out the work under this project.

The Nunavut Agreement contains a provision requiring the inclusion of socio-economic bid criteria in the solicitation document, when practicable and consistent with sound procurement management principles. These socio-economic bid criteria are often referred to as Inuit Benefits Criteria, and bidders propose Inuit benefits in their bid submission via an Inuit Benefits Plan.

The provisions that apply to this procurement are contained in Part 6 – Bid Criteria of Article 24 – Government Contracts of the Nunavut Agreement. <http://nlca.tunngavik.com/>

24.6.1 Whenever practicable, and consistent with sound procurement management, and subject to Canada's international obligations, all of the following criteria, or as many as may be appropriate with respect to any particular contract, shall be included in the bid criteria established by the Government of Canada for the awarding of its government contracts in the Nunavut Settlement Area:

- (a) the existence of head offices, administrative offices or other facilities in the Nunavut Settlement Area;
- (b) the employment of Inuit labour, engagement of Inuit professional services, or use of suppliers that are Inuit or Inuit firms in carrying out the contracts; or
- (c) the undertaking of commitments, under the contract, with respect to on-the- job training or skills development for Inuit.

INUIT FIRM

"Inuit firm" means an entity which complies with the legal requirements to carry on business in the Nunavut Settlement Area, and which is

- (a) a limited company with at least 51% of the company's voting shares beneficially owned by Inuit,
- (b) a cooperative controlled by Inuit, or
- (c) an Inuk sole proprietorship or partnership;

"Inuit" shall be a person whose name appears on the most current Inuit Enrolment List created in accordance with the requirements of Article 35.2.1. of the Agreement Between The Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada.

PART A - INUIT BENEFITS PLAN (IBP)

Evaluation and Assessment of IBP Guarantee

For a bid to be assigned points for guarantees made in respect of any IBP bid criteria, THE BIDDER MUST PROVIDE PROOF WITH THEIR BID to demonstrate how they will meet the objective of each criterion. Bidders may use the attached GUARANTEE TABLES to supplement the IBP submission provided in their bid.

Proof of efforts and/or guarantees made by Bidders should include, but not be limited to, the names of persons or companies contacted and the nature of the undertakings at the time of the submission as applicable. Bidders must ensure their IBP documentation demonstrates sufficient evidence to assess the compliance of their bid against the criteria listed herein. It is the Bidders' responsibility to provide sufficient information in its bid to enable the Evaluation Committee to complete its evaluation. **BIDDERS WILL ONLY BE ELIGIBLE TO RECEIVE POINTS FOR DEMONSTRATED COMMITMENTS.** Bidders must include all reference material to be considered. Only material and/or documents submitted as part of the bid proposal will be considered. URL links to website will not be considered.

Canada reserves the right to verify any information provided in the IBP guarantee and that untrue statements may result in the tender being declared non-responsive.

INUIT BENEFIT PLAN CRITERIA

BID CRITERIA				TOTAL AVAIL. POINTS
Canada reserves the right to confirm validity of all declarations / guarantees.				
1. HEAD OFFICE: The existence of head offices, staffed administrative offices or other staffed facilities in the Nunavut Settlement Area.				5 Points
2. TRAINING: Bidders will be evaluated on their undertaking of a commitment with respect to delivery of on-the-job training and apprenticeship programs for Inuit from the Nunavut Settlement Area at no additional cost under this Contract. "Training and Apprenticeship" is considered delivered when the receiving individuals have acquired certifiable work skills. This is typically achieved through an independent third party certification process. To establish the training score, each responsive bid will be prorated against the bidder proposing the highest number of total Inuit training hours, with the proposal committing to the highest number of training hours receiving full points.				15 points
	Bidder 1	Bidder 2	Bidder 3	
Total number of Inuit training hours proposed	20 hours	35 hours	60 hours	
Calculation of points	20/60 = 33% of total points available	35/60 = 58% of total points available	60/60 = 100 % of total points available	

3. LABOUR:

Bidder will be evaluated on their firm guarantee to use Inuit from the Nunavut Settlement Area in carrying out the work. The percentages identified below relate specifically to labour hours regardless of whether they are Prime Contractor staff and/or Sub-contractor staff.

Percentages should be supported by a list of specific positions, categories, overall percentage of labor, labour hours and the total project hours that may or will be staffed by Inuit. Inuit employment will be confirmed during activities based on supporting documentation provided by the Contractor.

0-100% of total labour hours = 0-40 points. Points will be assigned based on a percentage % of the total Points available.

___ % x total points available = assigned points

Example: Bidder guarantees 65% of labor hours will be Inuit = 65% of total points (40)

65 % x 40 = 26 points

NOTE:

Bidder must demonstrate how they will meet their Labor %. Simply indicating a “%” commitment is not sufficient to achieve points. Your score will be adjusted in accordance with your backup documentation.

40
Points

<p>4. SUB-CONTRACTORS / SUPPLIERS: Bidder will be evaluated on their firm guarantee to use Inuit Sub-Contractors for services or the procurement of supplies and equipment from the Inuit from the Nunavut Settlement Area associated with the Contract.</p> <p>Note: if the Prime Contractor is an Aboriginal / Inuit owned business, the total dollar value of the Aboriginal / Inuit contracting shall also include the contractor's share of the contract.</p> <p><i>Bidders should provide their guarantee of Inuit Subcontractors in accordance with the following:</i> Estimated value of Contract: \$ _____ <u>- Less Non-Inuit subcontracting:</u> \$ _____ = Total guaranteed for Inuit Subcontractors/Suppliers: \$ _____</p> <p>Points will be assigned to bidder as follows: Total guaranteed / Estimated value of contracting = <u> a </u> %</p> <p>Points will be assigned based on a percentage % of the total points available: <u> a </u> % x total points = assigned points</p> <p>Example: <i>Estimated value of Contract:</i> \$100,000 <u>- Less Non-Inuit subcontracting:</u> \$ 45,000 = <i>Total guaranteed for Inuit Subcontractors/Suppliers:</i> \$ 55,000</p> <p>\$55,000 / \$100,000 = 0.55 x 100 = 55% 55% x 40 = 22 points</p> <p>NOTE: Percentages MUST BE SUPPORTED by a list of specific subcontractor/suppliers that can be confirmed as Inuit subcontractors. Verification of Inuit businesses will be made through:</p> <ul style="list-style-type: none"> The Inuit Firm Registry Database http://inuitfirm.tunnngavik.com/ 	<p>40 Points</p>
<p>TOTAL POSSIBLE POINTS</p>	<p>100 Points</p>

PART B - BIDDER GUARANTEE AND CERTIFICATION

1. At time of bid submission - The tables below may be used by bidders to submit their proposals.
2. Information provided may be subject to verification.
3. For follow-up purposes, the communities may receive copies of the contractors Aboriginal/Inuit Benefits plan and periodically receive performance monitoring results

TABLE 1 – Head Office

Provide Current Business address
Bidders MUST demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the Nunavut Settlement Area.

TABLE 2 – Guarantee of Inuit Training

Name & Position Title (Provide name(s) where possible)	Type of Training	Inuit Training Hours
Bidders MUST include type of training and hours of training.		

TABLE 3 – Guarantee of Inuit Labour Content

Total No. Of Inuit Person Hours for This Contract = _____ %
Total Employee Hours for This Contract

Name & Position Title (Provide name(s) where possible)	Onsite Inuit Employee Hours	Total Employee Hours
Bidders to include the # of hours to be worked, categories, overall percentage of labor, labour hours and the total project hours		

Solicitation No. - N° de l'invitation
 3Y004-200051
 Client Ref. No. - N° de réf. du client
 3Y004-200051

Amd. No. - N° de la modif.
 File No. - N° du dossier
 3Y004-200051

Buyer ID - Id de l'acheteur
 ncs015
 CCC No./N° CCC - FMS No./N° VME

TABLE 4 – Guarantee of Inuit Content for Sub-Contracting/Suppliers Content:

Total Est. Cost For Supplies/Materials, Equip and Services Procured From Inuit Companies for This Contract
 Total Bid Price
 = _____%

Company Name	Inuit Company	Non- Inuit Company
Bidder to include the value of work to be Sub-Contracted. NOTE: only subcontractors and suppliers that can be confirmed as Inuit businesses will be included in the calculations. Verification of Inuit businesses will be made in accordance with.4 Subcontractors / Suppliers.		

Bidder Certification

The Bidder must submit the following certification if an IBP guarantee is being provided, either at time of bid submission, or prior to contract award.

INUIT BENEFITS PLAN CERTIFICATION:		
_____	_____	_____
PRINT NAME	SIGNATURE	DATE
<p>The bidder certifies its IBP guarantee for contracting submitted with its bid is accurate and complete.</p> <p>For follow-up purposes, the communities may receive copies of the contractors Inuit Benefits plan and periodically receive performance monitoring results.</p>		

Solicitation No. - N° de l'invitation
 3Y004-200051
 Client Ref. No. - N° de réf. du client
 3Y004-200051

Amd. No. - N° de la modif.
 File No. - N° du dossier
 3Y004-200051

Buyer ID - Id de l'acheteur
 ncs015
 CCC No./N° CCC - FMS No./N° VME

PART C - CONTRACTOR ACHIEVEMENT REPORTING AND CERTIFICATION

1. For the successful Contractor only - If an IBP guarantee is provided as part of the bid, the successful Contractor must provide a summary of activities undertaken to meet the guarantees made as part of the IBP portion of their bid. The following table must be completed with supporting information (such as invoices, work logs, payroll receipts, etc.) by the contractor at end of contract.
2. The contractor must indicate if any objectives were not met *and* identify why not.
3. Information provided may be subject to verification.
4. The IBP Certification and IBP Achievement Reports must be submitted prior to final payment with details how the Contractors met its' IBP guarantee.

Return Reports to:

Contracting Authority Name: Colin Simard
 Email: Colin.simard@pwgsc.gc.ca

TABLE 1 – Head Office

Provide Current Business address
Contractors must demonstrate the existence of head offices, staffed administrative offices or other staffed facilities in the Nunavut Settlement Area.

TABLE 2 – Achievement of Inuit Training

Name & Position Title (Provide name(s) where possible)	Type of Training	Inuit Training Hours
Bidders MUST include type of training and hours of training.		

TABLE 3 – Achievement of onsite Inuit Labour Content

Total No. Of onsite Inuit Person Hours for This Contract = _____ %
Total Employee Hour for This Contract

Name & Position Title (Provide name(s) where possible)	Onsite Inuit Employee Hours	Total Employee Hours
Contractor must include the # of hours worked		

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

Amd. No. - N° de la modif.
File No. - N° du dossier
3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

TABLE 4 – Achievement of Inuit Content for Sub-Contracting/Suppliers Content:

Total Cost For Supplies/Materials, Equip and Services Procured From Inuit Companies for This Contract
Final Contract Value
= _____%

Company Name	<u>Inuit</u> Company	Non- <u>Inuit</u> Company
Contractor must include the value of Sub-Contracted work		

CONTRACTOR CERTIFICATION

INUIT BENEFIT PLAN ACHIEVEMENT CERTIFICATION:		
_____	_____	_____
PRINT NAME	SIGNATURE	DATE
The Contractor certifies the information contained in the ACHIEVEMENT TABLES is accurate and complete.		

Solicitation No. - N° de l'invitation
3Y004-200051
Client Ref. No. - N° de réf. du client
3Y004-200051

Amd. No. - N° de la modif.
File No. - N° du dossier
3Y004-200051

Buyer ID - Id de l'acheteur
ncs015
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"

ELECTRONIC PAYMENT INSTRUMENTS

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

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);