



## Fisheries and Oceans Canada Outline of the Process for Science Vessel Chartering

### **Objective**

The Department of Fisheries and Oceans Canada (DFO) is seeking research vessel charter(s) (vessel and crew) to conduct and deliver 'at-sea' field programs. The research missions at-sea will vary in requirements as they relate to different ocean science operations (e.g. oceanography, marine mammal studies, hydrography, etc.) and fisheries science (e.g., stock assessment, biodiversity, habitat management, etc.). The requirements for these research vessel charter(s) will also vary depending on the location of the science mission(s) (e.g. Atlantic, Pacific and Central and Arctic regions, etc.). The potential requirement for research vessel charter(s) is for multiple field programs and could range from 1 to 265 days annually with options for multiple years.

### **Procurement Process**

The creation of a vessel charter contract with DFO will be completed in 2 phases, a Request For Supply Arrangement (RFSa) (Phase 1) and a Request for Proposal (RFP) (Phase 2). In order to establish a supply arrangement, DFO will be categorizing vessels to establish a database of potential charter options (Phase 1). The categorization of vessels will be based on the four (4) Transport Canada voyage classes (Unlimited, Near Coastal Voyage Class 1, Near Coastal Voyage Class 2 and Sheltered Waters). (<https://laws-lois.justice.gc.ca/eng/regulations/SOR-2007-31/section-1.html>)

### **Phase 1 - Steps for Bidders to Establish a Charter Supply Arrangement with DFO (a Request For Supply Arrangement (RFSa))**

**Step 1:** Download, completion and submission of the application for a RFSa pdf from the [buyandcell.gc.ca](http://buyandcell.gc.ca) website under the link for the RFSa ([www.buyandsell.gc.ca](http://www.buyandsell.gc.ca))

**Step 2:** Creation of a user account on the Canadian Ocean Infrastructure Portal (COIP) at the following address (to be provided for official RFSa process)

**Step 3:** Vessel operator (or assigned bidder on behalf of the vessel) completes and submits requested vessel information (categorization criteria) via the online form in the COIP for each transport Canada voyage type they wish their vessel to be considered for. Information collected in the COIP will form a database for DFO Principal Investigators (PIs) to query based on their science mission requirements.

### **Note:**

The Request for Supply Arrangement (RFSa) component of this process will be open on buy and sell for 5 years allowing for new bidders to submit their vessels and existing users to add new information to their submission package.



The database of vessels created in Phase 1 can be searched under various parameters set by a Principle Investigator (PI) for a specific project (or a member of that investigator's team) via the online portal (COIP). Vessels that meet the requirements set by the PI will then be selected for a targeted Request for Proposal (RFP) for that PI's specific project (Phase 2).

## **Phase 2 - Steps to Establishing a Vessel Charter Contract with DFO through a Targeted RFP**

**Step 1:** Vessels that meet the requirements set by the PI (through the COIP database) will be selected for a targeted Request for Proposal (RFP) competitive tender issued by DFO Contracting for that PI's specific project. Additional information that will be required from the bidder for the targeted RFP could include but are not limited to, crew experience, equipment installation/modification, price, etc.

**Step 2:** Ranking of the targeted RFP submission (by DFO). Note, bidders will be informed of their ranking (example – 1<sup>st</sup>, 2<sup>nd</sup> 3<sup>rd</sup> or 4<sup>th</sup>).

**Step 3:** Selection of the top ranked bidder. The 1<sup>st</sup> ranked bidder will be required to provide a vessel portfolio and copies of certification records. The vessel will be inspected by Government of Canada employees to verify the information provided during Phase 1. If the vessel inspection is successful the 1<sup>st</sup> ranked vessel will be awarded the contract. If the vessel fails the inspection DFO will continue in sequence of rankings until a contract is awarded or the targeted list of vessels is exhausted. **Note:** The PI may opt to waive the in person inspection of the vessel if deemed appropriate for the circumstance.

**Step 4:** Issuing of a vessel charter contract to the relevant party (i.e. supplier, vessel operator etc.).

### **Note:**

DFO understands that vessel(s) may change from year to year and in this case, the vessel may remain on the categorization list (COIP database) as long as:

- a. The Supply Arrangement remains in effect
- b. Any changes or modifications to the vessel are updated and accurately reflected on the COIP (including but not limited to new schematics or pictures are provided).
- c. Certifications must be maintained by the vessel operator for the duration of the Supply Arrangement. Failure to maintain certifications may result in rejection from the categorization list/ COIP database.
- d. Users will be able to update existing vessel information at any time.

New applicants throughout the 5 year RFSA (Phase 1)

- a. The COIP will be open to receive new submission(s) quarterly.