



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC/Réception des soumissions  
- TPSGC

11 Laurier St./11, rue Laurier  
Place du Portage, Phase III  
Core 0B2 / Noyau 0B2  
Gatineau  
Quebec  
K1A 0S5

**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**

<b>Title - Sujet</b> Adaptive Resource Measurement	
<b>Solicitation No. - N° de l'invitation</b> W7714-207097/A	<b>Date</b> 2020-09-15
<b>Client Reference No. - N° de référence du client</b> W7714-207097	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$\$L-018-38458	
<b>File No. - N° de dossier</b> 018sl.W7714-207097	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-10-26</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Matsunaga, Lisa	<b>Buyer Id - Id de l'acheteur</b> 018sl
<b>Telephone No. - N° de téléphone</b> (613) 859-0976 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DRDC Ottawa BLDG 29 3701 CARLING AVE. BUILDING 29 OTTAWA Ontario K1A0K2 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**

Defence Science Projects Division/Division des projets des sciences de la défense

Les Terrasses de la Chaudière  
10, rue Wellington, 4e étage  
Gatineau  
Quebec  
K1A 0S5

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include: the Statement of Work, the Basis of Payment, and DND 626 Task Authorization Form. The attachments include: the Evaluation Criteria, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity – Certification, and Additional Certifications

### **1.2 Summary**

- 1.2.1 Defence Research and Development Canada (DRDC) has a requirement to develop radar scheduling algorithms that enable effective tracking performance in changing interference backgrounds on "an and when requested" basis through the issuance of Task Authorization(s). The period of the contract will be one year with five additional option periods of one year each.

As the requirement is for research and development services, it is excluded from all international trade agreements.

- 1.2.2 The requirement is limited to Canadian services.
- 1.2.3 The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.
- 1.2.4 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.

### **1.3 Estimated Utilization**

The maximum funding available for the Contract resulting from the bid solicitation is \$1,400,000.00 (Applicable Taxes extra). This disclosure does not commit Canada to pay the maximum funding available.

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#### **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.

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## 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](#) (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

### 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 on page one of the bid solicitation.

Note: For bidders choosing to submit using epost Connect for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

[tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca)

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

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

### 2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

#### Definitions

For the purposes of this clause, "*former public servant*" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or

- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"*lump sum payment period*" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"*pension*" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

#### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

#### Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## 2.4 Enquiries - Bid Solicitation

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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.

## 2.5 Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

## 2.6 Bid Challenge and Recourse Mechanisms

(a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.

(b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:

- Office of the Procurement Ombudsman (OPO)
- Canadian International Trade Tribunal (CITT)

(c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.



## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

#### **3.1.1 Electronic Submission**

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. Bidders are required to provide their bid in a single transmission. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

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

#### **3.1.2 Paper Submission**

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 (4 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

#### **3.1.3 Multiple Delivery Methods**

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.

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

#### **3.1.4 Green Procurement**

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.

### **3.2 Section I: Technical Bid**

Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

### 3.3 Section II: Financial Bid

3.3.1 Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet below

#### 3.3.1.1 Financial Bid Presentation Sheet

Bidders must propose a firm all-inclusive hourly rate for each year of the contract and for each category, including option years. The rate must be in Canadian currency with customs duties included and excluding applicable taxes. The rate must include the cost of direct labour, overhead, and profit.

The estimated hours presented below are for evaluation purposes only may not be representative of the actual amount of work under the contract.

#### Year 1 LABOUR

Category	Hours (A)	Firm All-Inclusive Hourly Rate (B)	Total (C = A x B)
Principal Investigator	300	\$	\$
Technical Resource #1	1500	\$	\$
Technical Resource #2	1500	\$	\$
<b>Year 1 Total Bid Price</b>			<b>\$</b>

Year 1 Bid Price (a): \$ \_\_\_\_\_

#### Option Year 1 LABOUR

Category	Hours (A)	Firm All-Inclusive Hourly Rate (B)	Total (C = A x B)
Principal Investigator	300	\$	\$
Technical Resource #1	1500	\$	\$
Technical Resource #2	1500	\$	\$
<b>Option Year 1 Total Bid Price</b>			<b>\$</b>

Option Year 1 Bid Price (b): \$ \_\_\_\_\_

#### Option Year 2 LABOUR

Category	Hours (A)	Firm All-Inclusive Hourly Rate (B)	Total (C = A x B)
Principal Investigator	300	\$	\$
Technical Resource #1	1500	\$	\$
Technical Resource #2	1500	\$	\$
<b>Option Year 2 Total Bid Price</b>			<b>\$ _____</b>

Option Year 2 Bid Price (c): \$ \_\_\_\_\_

**Option Year 3 LABOUR**

Category	Hours (A)	Firm All-Inclusive Hourly Rate (B)	Total (C = A x B)
Principal Investigator	300	\$	\$
Technical Resource #1	1500	\$	\$
Technical Resource #2	1500	\$	\$
<b>Option Year 3 Total Bid Price</b>			<b>\$</b>

Option Year 3 Bid Price (d): \$ \_\_\_\_\_

**Option Year 4 Labour**

Category	Hours (A)	Firm All-Inclusive Hourly Rate (B)	Total (C = A x B)
Principal Investigator	300	\$	\$
Technical Resource #1	1500	\$	\$
Technical Resource #2	1500	\$	\$
<b>Option Year 4 Bid Price</b>			<b>\$</b>

Option Year 4 Bid Price (e): \$ \_\_\_\_\_

**Option Year 5 Labour**

Category	Hours (A)	Firm All-Inclusive Hourly Rate (B)	Total (C = A x B)
Principal Investigator	300	\$	\$
Technical Resource #1	1500	\$	\$
Technical Resource #2	1500	\$	\$
<b>Option Year 5 Bid Price</b>			<b>\$</b>

Option Year 5 Bid Price (f): \$ \_\_\_\_\_

**Evaluated Price (g): (a) + (b) + (c) + (d) + (e) + (f) = \$ \_\_\_\_\_**

**3.3.2 Electronic Payment of Invoices – Bid**

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Attachment 2 to Part 3 of the Bid Solicitation Electronic Payment Instruments, to identify which ones are accepted.

If Attachment 2 to Part 3 of the Bid Solicitation 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.

**3.3.3 Exchange Rate Fluctuation**

C3011T (2013-11-06) Exchange Rate Fluctuation

**3.4 Section III: Certifications**

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

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Technical Evaluation**

Mandatory and point rated technical evaluation criteria are included in Attachment 1 to Part 4 of the Solicitation.

#### **4.1.2 Financial Evaluation**

The Evaluated Price will be the sum of the Bid Price for each year and each Option year.

### **4.2 Basis of Selection**

#### **4.2.1 Basis of Selection – Lowest Price per Point**

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and,
  - b. meet all mandatory technical evaluation criteria.
2. Bids not meeting (a) or (b) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a contract.

#### **4.2.2 Example of how Price-Per- Point is Calculated**

Price per point is the total Bid price divided by the technical score. (In this case, the technical score will be out of 55 points).

$$\text{Price per point} = \frac{\text{Financial Bid}}{\text{Technical Score}}$$

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## 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 Integrity 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.

#### 5.1.2 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

the service offered is a Canadian service as defined in paragraph 2 of clause [A3050T](#).

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

### 5.2 Certifications Precedent to Contract Award and Additional Information

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

#### 5.2.1 Integrity Provisions – 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

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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.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

## **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 Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex A, as and when requested by Canada during the period of the Contract.

An obligation for any Work will come into force only when a Task Authorization (TA) is approved and issued in accordance with the clause entitled "Task Authorization Process".

#### **6.1.2 Task Authorization**

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

##### **6.1.2.1 Task Authorization Process**

Task Authorization Process:

1. The Procurement Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form specified in Annex C
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Procurement Authority, within 7 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Procurement Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

##### **6.1.2.2 Task Authorization Limit**

The Technical Authority may authorize individual task authorizations up to a limit of \$60,000.00. Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized in writing by the Contracting Authority before issuance.

##### **6.1.2.3 Minimum Work Guarantee – All the Work – Task Authorizations**

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means \$10,000.00.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

#### **6.1.2.4 Periodic Usage Reports - Contracts with Task Authorizations**

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

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

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

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 14 calendar days after the end of the reporting period.

#### **Reporting Requirement- Details**

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

#### **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;



- 
- v. the start and completion date for each authorized task; and
  - vi. the active status of each authorized task, as applicable.

**For all authorized tasks:**

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

**6.1.2.5 Task Authorization - Department of National Defence**

The administration of the Task Authorization process will be carried out by the Procurement Authority identified herein. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

**6.2 Standard Clauses and Conditions**

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

**6.2.1 General Conditions**

[2040](#) (2020-05-28), General Conditions - Research & Development, apply to and form part of the Contract.

**6.3 Security Requirements**

**6.3.1** There is no security requirement applicable to the Contract.

**6.4 Term of Contract**

**6.4.1 Period of the Contract**

The Work is to be performed from contract award to \_\_\_\_ 2021 (to be determined at contract award – anticipated to be a period of one year).

**6.4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to five additional one year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

**6.5 Authorities**

**6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Lisa Matsunaga  
Intern Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Innovation Procurement Directorate  
Terrasses de la Chaudière, 4<sup>th</sup> Floor  
10 Wellington Street  
Gatineau, Quebec, K1A 0R4

Telephone: 613 859-0976  
E-mail address: Lisa.Matsunaga@tpsgc-pwpsc.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 Technical Authority**

The Technical Authority for the Contract is: To be determined

The Technical 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 Technical Authority; however, the Technical 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 Procurement Authority**

The Procurement Authority for the Contract is: To be determined

The Procurement Authority is the administrative representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

### **6.5.4 Contractor's Representative**

To be determined.

## **6.6 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

## 6.7 Payment

### 6.7.1 Basis of Payment

One of the following types of basis of payment will form part of the approved Task Authorization (TA). The task price must be determined in accordance with the Basis of Payment at Annex B – Basis of Payment.

#### (a) Ceiling Price TA

The Contractor will be reimbursed its costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B – Basis of Payment to the ceiling price specified in the approved TA. Customs duties are included and Applicable Taxes are extra.

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the Work and computed in accordance with the Basis of Payment.

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.

#### (b) TA subject to a Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B- Basis of Payment to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

### 6.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$\_\_\_\_\_ (to be determined at contract award). Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75 percent committed, or
  - b. four (4) months before the contract expiry date, or
  - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions whichever comes first.

- 
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **6.7.3 Monthly Payment**

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada

### **6.7.4 T1204 – Direct Request by Customer Department**

[A9117C](#) (2007-11-30) T1204 – Direct Request by Customer Department

### **6.7.5 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);

### **6.7.6 Time Verification**

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

## **6.8 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. The invoice must show the Task Authorization (TA) number and, as applicable, the description of the milestone invoiced. Invoices cannot be submitted until all work identified on the invoice is completed.
2. For TAs subject to a Limitation of Expenditure or a Ceiling Price, each invoice must be supported by:
  - (a) a list of all expenses, in accordance with the TA;
  - (b) a copy of time sheets to support the time claimed;
  - (c) a copy of the release document and any other document(s) as specified in the Contract;
  - (d) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
  - (e) a copy of the monthly progress report.

3. Electronic copies of each invoice must be distributed to each authority defined under article 6.5 herein.

## **6.9 Certifications and Additional Information**

### **6.9.1 Compliance**

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

### **6.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

### **6.9.3 SACC Manual Clauses**

[A3060](#) (2008-05-12) Canadian Content Certification

## **6.10 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. (to be determined at contract award)

## **6.11 Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the general conditions 2040 (2020-05-28) General Conditions – Research and Development
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the signed Task Authorizations (including all of its annexes, if any) ;
- (f) the Contractor's bid dated \_\_\_\_\_, (to be determined at contract award)

## **6.12 Foreign Nationals (Canadian Contractor)**

[A2000C](#) (2006-06-16) Foreign Nationals (Canadian Contractor)

## **6.13 Insurance**

[G1005C](#) (2016-01-28) Insurance - No Specific Requirement

## **6.14 Dispute Resolution**

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.

Solicitation No. - N° de l'invitation  
W7714-207097/A  
Client Ref. No. - N° de réf. du client  
W7714-207097

Amd. No. - N° de la modif.  
File No. - N° du dossier  
018sl.W7714-207097

Buyer ID - Id de l'acheteur  
018sl  
CCC No./N° CCC - FMS No./N° VME

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- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

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## ANNEX A

### STATEMENT OF WORK

#### 1. TITLE

ADAPTIVE RESOURCE MANAGEMENT FOR PHASED ARRAY RADAR AND MULTIFUNCTION RADIO FREQUENCY SYSTEMS

#### 2. INTRODUCTION

Defence Research and Development Canada (DRDC) is a Science and Technology agency within the Department of National Defence (DND) that conducts research and development on behalf of DND and the Canadian Armed Forces. The Radar Sensing and Exploitation (RSE) Section at DRDC is engaged in research and development (R&D) in naval phased array radar.

#### 3. BACKGROUND

Naval phased array radars are located on the mast of a vessel and are primarily used by the Royal Canadian Navy (RCN) to conduct surveillance and to detect low flying targets. Traditionally, research in naval phased array radar has focused on signal processing algorithms for the detection and tracking of targets within the radar's field of regard [references AD1, AD2]. Previous radar scheduling algorithms for surveillance and tracking were developed without considering the variation of radar parameters.

Naval phased array radars are required to aim and track difficult targets with either very low or very high velocity and with a low radar cross section. The radar is also required to function in difficult interference (such as strong clutter with anomalous propagation) and target environment. These environments change over time and vary in geographical location, all of which inhibit the radar's ability to detect and track targets. A key challenge for naval phased array radars is to maintain effective tracking performance in varying clutter and interference backgrounds.

As a result, there is a requirement to develop radar scheduling algorithms that enable effective tracking performance in changing interference backgrounds. These algorithms include:

- effective algorithms for adaptive detecting and tracking of individual targets that may be present in the radar's field of regard, and
- adaptive radar resource management (RRM) algorithms\* to simultaneously schedule the detection and tracking tasks associated with multiple targets that may be present in the radar's field of regard.

\* Adaptive RRM techniques include techniques such as prioritization, scheduling and the implementation of adaptive update rates [reference AD5]. These techniques must allow the radar to adapt its behavior based on the current interference environment and changes to the environment that occur over time.

#### 4. OBJECTIVE

The objective of this Work is to formulate, develop and evaluate new RRM techniques of naval phased array radars and naval multifunction radio frequency (MFRF) systems. These techniques will be used to enhance DRDC's expertise in resource management to provide advice to the Canadian Armed Forces.

#### 5. REQUIREMENT

- A. Conduct the research required to design, implement, and evaluate adaptive RRM detection and tracking algorithms and techniques for phased array radars and MFRF systems.
- B. Develop adaptive resource allocation management (RAM) for MFRF systems, which use common antennas and hardware to provide consolidated radar, electronic support, electronic attack, and communications [reference AD6].

#### 6. ACRONYMS

CPI	Coherent Processing Interval
DRDC	Defence Research and Development Canada
IMM	Interacting Multiple Model
MIMO	Multiple-input multiple-output
MFRF	Multifunction Radio Frequency
MOE	Measure of Effectiveness
MOP	Measure of Performance
PRF	Pulse Repetition Frequency
R&D	Research and Development
RAM	Resource Allocation Management
RCN	Royal Canadian Navy
RCS	Radar Cross Section
RRM	Radar Resource Management
RSE	Radar Sensing and Exploitation
STAP	Space-time adaptive processing
SOW	Statement of Work
TA	Technical Authority

For definitions and further details on JDL and STAP, see [AD7]. For definitions and further details on MIMO and OFDM, see [AD8]. For definitions and further details on MFRF, RAM and RRM, see [AD6]. For definitions and further details on MOE and MOP, see [AD9].

#### 7. APPLICABLE DOCUMENTS & REFERENCES

**AD1:** van Rossum, W.L., Huizing, A.G., Comparison of MIMO radar concepts: detection performance, Proceedings of the IET International Conference on Radar Systems, October 2007, pp. 1–5.

**AD2:** Barton, D.K., Radar System Analysis and Modeling. Artech House, 2004.



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**AD3:** Ding, Z., A survey of radar resource management algorithms, Proceedings of the 11<sup>th</sup> Canadian Conference on Electrical and Computer Engineering, May 2008, pp. 1559-1564.

**AD4:** Moo, P.W., Ding, Z., Adaptive radar resource management, Academic Press, 2015.

**AD5:** Moo, P.W., Ding, Z., Coordinated radar resource management for networked phased array radars, IET Radar, Sonar & Navigation, October 2015, pp. 1021-1029.

**AD6:** Moo, P.W., DiFilippo, D.J., Considerations for development of naval multifunction RF systems, DRDC Scientific Report DRDC-RDDC-2018-R038, 2018.

**AD7:** Guerci, J., Space-Time Adaptive Processing for Radar, Second Edition, Artech House, 2014.

**AD8:** Heath, R.W., Lozano, A., Foundations of MIMO Communication, Cambridge University Press, 2018.

**AD9:** Votruba, P. et al., Single Integrated Air Picture (SIAP) Metrics Implementation, SIAP Systems Engineering Task Force Technical Report 2001-003, October 2001.

## 8. SCOPE OF WORK

### 8.1 Task 001

For the purpose of this task, the naval phased array radar has all the following specifications:

- Peak Power: 10 kW;
- Fixed face planar-array antenna (must account for beam steering loss if steering off boresite);
- Single channel on transmit (that is, no Multiple-Input Multiple-Output (MIMO) techniques);
- Single channel on receive (that is, no Space-Time Adaptive Processing (STAP));
- Antenna size: 2 m by 2 m square array;
- Antenna element spacing: 5 cm;
- Transmit and receive on the same antenna;
- Bandwidth of 100 kHz;
- Antenna height: 23 m above sea level;
- Transmits a coherent processing interval (CPI) of N pulses;
- Probability of false alarm (Pfa) =  $10^{-5}$ ;
- Probability of detection (Pd) = 0.9; and
- Interacting Multiple Model (IMM) tracker.

#### 8.1.1 Formulation and Development of Adaptive Scheduling Algorithms

The Contractor must formulate and develop one or more scheduling algorithms that optimize radar tracking performance for the naval phased array radar based on the scenario detailed below.

### **Scenario:**

The scenario takes into consideration varying interference backgrounds and three (3) target types (surface and air). The targets are placed at randomly selected locations within the radar field of view, and follow maneuvering trajectories.

#### Variations in the radar's parameters that must be taken into consideration:

- Pulse repetition frequency (PRF);
- Pulse width; and
- Number of pulses N in the CPI.

#### Interference Background:

- Noise; and
- Sea Clutter with a sea state value of 3.

#### Target details:

- Surface target: radar cross section (RCS) is 5 m<sup>2</sup>, target velocity is 10 m/s.;
- Air target A: RCS is 10 m<sup>2</sup>, target velocity is 25 m/s.; and
- Air target B: RCS is 1 m<sup>2</sup>, target velocity is 100 m/s.

### **8.1.2 Evaluation of Adaptive Scheduling Algorithms**

The Contractor must evaluate the performance of the algorithm(s) that were developed in task 8.1.1 by using and applying them in a modelling and simulation environment at the radar track level. The Contractor must propose/develop the modelling and simulation environment, and it must be approved by the TA.

The Contractor must evaluate radar tracking performance using the following metrics:

- i. Maximum Delay (MD): largest delay of all scheduled beams;
- ii. Accumulated Delay (AD): summation of delays of all scheduled beams;
- iii. Ratio of Scheduling (RS): number of scheduled beams to the total number of beams of the radar mission;
- iv. Surveillance Occupancy (SO): ratio of the surveillance time to the total time;
- v. Tracking Occupancy (TO): ratio of the tracking time to the total time;
- vi. Target Indication Accuracies (TIA): measure of the error between the true target positions and the estimated track positions. Target indication accuracy is measured for range, azimuth and elevation; and
- vii. Track Completeness (TC): ratio of the total time for which any confirmed track number is allocated to the target to the total time that the target is within defined detection region.

### 8.1.3 Deliverables

The Contractor must prepare and submit a draft report to the TA. Following TA approval of the draft report the Contractor must submit a final report containing any modifications or editorial changes specified by the TA. The report must include, but not be limited to:

- i. A comprehensive description of the algorithm(s);
- ii. Mathematical underpinnings and justification of the algorithm(s);
- iii. Properties of the algorithm(s);
- iv. A description of the modelling and simulation environment;
- v. Results of the performance evaluation using the metrics described above;
- vi. Results from the performance evaluation, and a description of unexpected issues that arose ;  
and
- vii. Potential further work to be carried out based on the results.

### 8.2 Additional Tasks

The Contractor may be required to undertake additional tasks. The Work will be undertaken on an “as and when requested” basis, authorized through Task Authorization(s). Specific details of the Work will be identified in individual Task Authorizations.

Additional tasks may include, but are not limited to:

- Design and development of adaptive RRM algorithms for radar scheduling and waveform selection;
- Implementation of algorithms in the software tool Matlab;
- Evaluation of RRM algorithm performance using metrics specified by the TA;
- Establishment of appropriate measure of effectiveness (MoEs) and measures of performance (MoPs) for the MFRF system;
- Identification of candidate RRM techniques that may be extended to RAM, and modification of the algorithms for MFRF applications as appropriate to incorporate communications, EA and ESM functions;
- Evaluation of RAM algorithm performance in Matlab using the specified MoEs and MoPs; and
- Attend conferences, as required, to present findings in order to enable peer review and gather feedback. At the conferences, the Contractor must present the results of the work conducted under this contract and deliver to the TA a one-page report on any feedback that was provided by other conference attendees.

## 9. DELIVERABLES

### 9.1 Task 001 Deliverables

Task Number	Description	Date Required
001	Draft Report- SOW 8.1.3	28 February 2021
001	Final Report- SOW 8.1.3	31 March 2021

### 9.2 Task Authorization Deliverables

To be specified in each task authorization, but may include:

- Progress reports
- Draft reports
- Final Reports

The TA will review the draft report and provide comments within two weeks from date of receipt. Any modifications or editorial changes specified by the TA to a draft report must be implemented by the Contractor.

The Draft and final reports must:

- a) comprehensively address all facets of the Work;
- b) include a discussion of problems and successes associated with the Work to facilitate a full and accurate evaluation of the Work by the TA;
- c) include, as a minimum, the following: a title page, a table of contents, an executive summary, an introduction, a technical discussion with conclusions and include, as applicable, supporting graphs, tables and figures.

## 10. RESOURCE REQUIREMENTS

### 10.1 Principal Investigator (PI)/ Project Lead (PL)

The Principal Investigator/ Project Lead is responsible for managing the research described in the individual Task Authorizations, and ensuring the completion of all work. The PI/PL may also carry out research in collaboration with Technical Resources. The Contractor must supply 1 PI/PL.

### 10.2 Technical Resources

Technical Resources are responsible for carrying out the research as described under Sections 8.1 and 8.2 above. The Contractor must supply 2 Technical Resources.

## 11. LANGUAGE OF WORK

The Contractor must submit all deliverables in English.

## 12. LOCATION OF WORK

The work must be performed at the Contractor's facilities.

## 13. TRAVEL

The Contractor may be required to travel to assess the effectiveness of the proposed research. Specific travel requirements will be identified in individual Task Authorizations. All travel will be within Canada the United States and internationally and must have advance approval by the TA in writing. Travel may include:

- Conferences in US/Canada/international locations (1 or 2 per year), up to an estimated 5 days duration per conference;
- Attendance at collaborative research group meetings with the Technical Authority and DND/DRDC employees (up to 2 per year) of estimated 1-2 days in duration, including in-person progress review meetings;
- In-person progress review meetings (1 per year) estimated 1-2 days in duration;
- Conducting joint research trials. Joint research trials could be with government only or with government and other organizations. It will be specified in the Task Authorization;

## 14. MEETINGS

Progress review meetings will take place via teleconference, with one meeting per year in person. Specific meeting requirements will be identified in individual Task Authorizations.

**Task 001:** Progress review meeting, in-person, once per year for up to 2 days in duration at DRDC Ottawa, 3701 Carling Ave, Ottawa, ON K1A 0K2.

The Contractor must prepare and deliver meeting agendas, briefing materials and minutes to the TA, in Word or LaTeX format. Minutes must be sent no later than 30 days after each progress review meeting.

## 15. GOVERNMENT SUPPLIED MATERIAL (GSM)

The following text provides a general description of the types of GSM that may be provided for individual tasks under this contract. Specific GSM will be identified in individual Task Authorizations.

**GSM 1:** Document describing radar performance metrics (Refer to Section 7.1)

The Contractor must return all GSM to the TA when the work is complete.

## 16. TECHNICAL ENVIRONMENT

All reports must be delivered in electronic format using the most appropriate of formats a) through c) listed below. Any hard copy final documents (excluding progress reports) shall be bound in a professional manner (e.g. cerlox, coil, tape bound, etc.). One electronic copy of all documents (including reports, presentations, and datasets) shall be delivered in the following formats, as appropriate:

- a) Adobe Acrobat (PDF)
- b) Microsoft Office (Word/Excel/PowerPoint)
- c) Native format of modeling tool or computer program

If information is provided using native format of modeling tool or computer program, then the same information must also be provided using one or more of the other acceptable formats. A copy of all reports and documentation must be provided, electronically in the format requested by the TA on an appropriate media (CD/DVD, USB, e-mail attachment, electronic file transmission system), depending on the file size.

## 17. DEPARTMENTAL SUPPORT

The TA will be responsible for approving and accepting Contractor deliverables. Additionally, as required for the completion of the work, the TA will:

- a) Provide available reference and supporting documentation to the Contractor;
- b) Review and provide comments on draft reports and all submitted deliverables; and
- c) Provide the Contractor with other as-required assistance to enable the Contractor to proceed on schedule with the completion of the deliverables.

**ANNEX B**

**BASIS OF PAYMENT**

1. Initial Period: Firm All-Inclusive Hourly Rates

The Contractor will be paid firm all-inclusive hourly rates as follows, for work performed in accordance with the Contract. Customs duties are included and Applicable Taxes are extra.

Category	(November 2020 – October 2021) Firm Hourly Rate
Principal Investigator	\$
Technical Resource	\$
Technical Resource	\$

**Total Estimated Cost:** \$ \_\_\_\_\_

2. Option Periods

During the extended period of the Contract, the Contractor will be paid the following firm hourly rates to perform all the Work in relation to the contract extension.

Category	Option Year 1 (November 2021- October 2022) Firm Hourly Rate	Option Year 2 (November 2022 – October 2023) Firm Hourly Rate	Option Year 3 (November 2023 – October 2024) Firm Hourly Rate	Option Year 4 (November 2024 – October 2025) Firm Hourly Rate	Option Year 5 (November 2025 – October 2026) Firm Hourly Rate
Principal Investigator	\$	\$	\$	\$	\$
Technical Resource	\$	\$	\$	\$	\$
Technical Resource	\$	\$	\$	\$	\$

3. Travel and Living Expenses

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal and private vehicle allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive](#), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.

Estimated cost to a Limitation of Expenditure: \$ \_\_\_\_\_





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### Instructions for completing DND 626 - Task Authorization

**Contract no.**  
Enter the PWGSC contract number in full.

**Task no.**  
Enter the sequential Task number.

**Amendment no.**  
Enter the amendment number when the original Task is amended to change the scope or the value.

**Increase/Decrease**  
Enter the increase or decrease total dollar amount including taxes.

**Previous value**  
Enter the previous total dollar amount including taxes.

**To**  
Name of the contractor.

**Delivery location**  
Location where the work will be completed, if other than the contractor's location.

**Delivery/Completion date**  
Completion date for the task.

**for the Department of National Defence**  
Signature of the DND person who has delegated Authority for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

**Services**  
Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

**Cost**  
The cost of the Task broken out into the individual costed items in **Services**.

**GST/HST**  
The GST/HST cost as appropriate.

**Total**  
The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

**Applicable only to PWGSC contracts**  
This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

**Note:**  
Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

### Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

**N° du contrat**  
Inscrivez le numéro du contrat de TPSGC en entier.

**N° de la tâche**  
Inscrivez le numéro de tâche séquentiel.

**N° de la modification**  
Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

**Augmentation/Réduction**  
Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

**Valeur précédente**  
Inscrivez le montant total précédent, y compris les taxes.

**À**  
Nom de l'entrepreneur.

**Expédiez à**  
Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

**Date de livraison/d'achèvement**  
Date d'achèvement de la tâche.

**pour le ministère de la Défense nationale**  
Signature du représentant du MDN auquel on a délégué le pouvoir d'approbation en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

**Services**  
Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

**Prix**  
Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

**TPS/TVH**  
Mentionnez le montant de la TPS/TVH, s'il y a lieu.

**Total**  
Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

**Ne s'applique qu'aux contrats de TPSGC**  
Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

**Nota :**  
Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

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## ATTACHMENT 1 TO PART 4 OF THE BID SOLICITATION

### EVALUATION CRITERIA

#### 1. Introduction

For definitions and further details on radar, see

- IEEE Standard for Radar Definitions, IEEE, 2017.

For definitions and further details on communications, see

- W.P. Siriwongpairat, W. Su, M. Olfat, K. Ray Liu, Multiband-OFDM MIMO Coding Framework for UWB Communication Systems, IEEE Transactions on Signal Processing, vol. 54, no. 1, Jan. 2006.

The Bidder must follow the instructions below when preparing their bid:

#### 1.1 Publications

**A.** All publications must have been published after December 2003.

**B.** The Bidder should provide the following information for each peer-reviewed journal paper or book chapter:

- i. Author(s); AND
- ii. Title of paper or book chapter; AND
- iii. Title of journal or book, volume number (if applicable), date of publication, and page numbers (if applicable).

#### 1.2 Research Projects

**A.** Research projects are defined as follows:

- Having a start date after December 2003; AND
- Having a minimum duration of 24 months; AND
- Having a minimum value of \$150,000 Canadian; AND
- The topic of research must have been communications and/or radar (as defined in section 1); AND
- The research results have been documented in one or more publications.

**B.** The Bidder should provide the following information for each Project:

- i. Client Name and Country; AND
- ii. Project/Contract Start and Finish Date (mm-yyyy); AND
- iii. Description of Project/services provided; AND
- iv. Roles and responsibilities under this Project; AND
- v. Project/Contract value; AND
- vi. Name, title, telephone number and email address of the project/contract reference point who can verify the information provided by the Bidder.

**2. MANDATORY REQUIREMENTS**

	<b>CRITERIA</b>	<b>MET</b>	<b>NOT MET</b>
<b>Principal Investigator/Project Lead</b>			
<b>MR1</b>	Bidders must propose the following resources: <ul style="list-style-type: none"> <li>• One Principal Investigator/Project Lead; AND</li> <li>• One Technical Resource #1; AND</li> <li>• One Technical Resource #2.</li> </ul>		
<b>MR2</b>	The Principal Investigator/Project Lead proposed by the Bidder must demonstrate that they have co-authored a minimum of ten (10) peer-reviewed journal papers or book chapters, on radar signal processing for target detection and/or target tracking.		
<b>MR3</b>	The Principal Investigator/Project Lead proposed by the Bidder must demonstrate that they have co-authored a minimum of seven (7) peer-reviewed journal papers or book chapters, on space-time adaptive processing (STAP) and/or joint-domain localized (JDL) processing for radar signal processing.		
<b>MR4</b>	The Principal Investigator/Project Lead proposed by the Bidder must demonstrate that they have co-authored a minimum of ten (10) peer-reviewed journal papers or book chapters, on signal processing for wireless communications.		
<b>MR5</b>	The Principal Investigator/Project Lead proposed by the Bidder must demonstrate that they have co-authored a minimum of seven (7) peer-reviewed journal papers or book chapters on orthogonal frequency division multiplexing (OFDM) and/or multiple-input multiple-output (MIMO) for communications.		
<b>MR6</b>	The Bidder must demonstrate that the proposed Principal Investigator/Project Lead has been the Principal Investigator/Project Lead (or equivalent position) with responsibilities similar to those in the Statement of Work for a minimum of four (4) completed research projects as defined in section 1.2.		
<b>Technical Resources</b>			
<b>MR7</b>	The Technical Resources proposed by the Bidder must each demonstrate they have a Bachelor's degree from an accredited post-secondary institution, or equivalent as established by a recognized Canadian academic credential assessment service, in any one or more of the following disciplines: engineering, mathematics or physics. A copy of the conferred degree must be provided.		
<b>MR8</b>	The Bidder must demonstrate that the Technical Resources proposed by the Bidder each have a minimum of 12 months of experience with either Matlab or Simulink or both. The bidder shall specify the project under which they used Matlab or Simulink. Experience must have been acquired within five (5) years from date of the publication of the solicitation.		

**3. POINT-RATED EVALUATION CRITERIA**

	<b>POINT-RATED EVALUATION CRITERIA</b>	<b>Points</b>	<b>Maximum</b>
<b>PR1</b>	<p>The Principal Investigator/Project Lead proposed by the Bidder should demonstrate that they have co-authored peer-reviewed journal papers or book chapters on radar signal processing for target detection and/or target tracking.</p> <p>The bidder will be awarded points for having the following number of peer-reviewed journal papers or books in excess of the minimum requirement stated in MR2.</p>	<p>1 to 3 co-authored, peer-reviewed journal papers or book chapters = 3 points</p> <p>4 to 6 co-authored, peer-reviewed journal papers or book chapters = 6 points</p> <p>7 to 9 co-authored, peer-reviewed journal papers or book chapters = 9 points</p> <p>10 or more co-authored, peer-reviewed journal papers or book chapters = 10 points</p>	<b>10</b>
<b>PR2</b>	<p>The Principal Investigator/Project Lead proposed by the Bidder should demonstrate that they have co-authored peer-reviewed journal papers or book chapters on space-time adaptive processing (STAP) and/or joint-domain localized (JDL) processing for radar signal processing.</p> <p>The bidder will be awarded points for having co-authored, peer-reviewed journal papers or books <u>in excess of</u> the minimum requirement stated in MR3.</p>	<p>1 to 3 co-authored, peer-reviewed journal papers or book chapters = 3 points</p> <p>4 to 6 co-authored, peer-reviewed journal papers or book chapters = 6 points</p> <p>7 to 9 co-authored, peer-reviewed journal papers or book chapters = 9 points</p> <p>10 or more co-authored, peer-reviewed journal papers or book chapters = 10 points</p>	<b>10</b>
<b>PR3</b>	<p>The Principal Investigator/Project Lead proposed by the Bidder should demonstrate that they have co-authored peer-reviewed journal papers or book chapters on signal processing for wireless communications.</p> <p>The bidder will be awarded points for having co-authored, peer-reviewed journal papers or books <u>in excess of</u> the minimum requirement stated in MR4.</p>	<p>1 to 3 co-authored, peer-reviewed journal papers or book chapters = 3 points</p> <p>4 to 6 co-authored, peer-reviewed journal papers or book chapters = 6 points</p> <p>7 to 9 co-authored, peer-reviewed journal papers or book chapters = 9 points</p> <p>10 or more co-authored, peer-reviewed journal papers or book chapters = 10 points</p>	<b>10</b>

<b>PR4</b>	<p>The Principal Investigator/Project Lead proposed by the Bidder should demonstrate that they have co-authored peer-reviewed journal papers or book chapters on orthogonal frequency division multiplexing (OFDM) and/or multiple-input multiple-output (MIMO) for communications.</p> <p>The bidder will be awarded points for having the co-authored, peer-reviewed journal papers or books <u>in excess of</u> the minimum requirement stated in MR5.</p>	<p>1 to 3 co-authored, peer-reviewed journal papers or book chapters = 3 points</p> <p>4 to 6 co-authored, peer-reviewed journal papers or book chapters = 6 points</p> <p>7 to 9 co-authored, peer-reviewed journal papers or book chapters = 9 points</p> <p>10 or more co-authored, peer-reviewed journal papers or book chapters = 10 points</p>	<b>10</b>
<b>PR5</b>	<p>The Principal Investigator/Project Lead proposed by the Bidder should demonstrate that they have co-authored peer-reviewed journal papers or book chapters on radar and/or communications signal processing with convex optimization techniques.</p>	<p>1 co-authored, peer-reviewed journal papers or book chapters = 1 point</p> <p>2 co-authored, peer-reviewed journal papers or book chapters = 2 points</p> <p>3 co-authored, peer-reviewed journal papers or book chapters = 3 points</p> <p>4 co-authored, peer-reviewed journal papers or book chapters = 4 points</p> <p>5 co-authored, peer-reviewed journal papers or book chapters = 5 points</p>	<b>5</b>
<b>PR6</b>	<p>The Principal Investigator/Project Lead proposed by the Bidder should demonstrate that they have been Principal Investigator/Project Lead for research projects as defined in section 1.2.</p> <p>The bidder will be awarded points for having research projects in excess of the minimum requirement stated in MR6.</p>	<p>1 research project = 4 points</p> <p>2 to 3 research projects = 7 points</p> <p>4 or more research projects = 10 points</p>	<b>10</b>
<b>TOTAL</b>			<b>55</b>

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**ATTACHMENT 2 to PART 3 OF THE BID SOLICITATION**

**ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts to be paid by 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);

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**ATTACHMENT 3 to PART 5 OF THE BID SOLICITATION**

**FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION**

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.
- OR**
- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

**OR**

- B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

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## ATTACHMENT 4 TO PART 3 OF THE SOLICITATION

### ADDITIONAL CERTIFICATIONS

#### 1. Procurement Business Number (PBN)

Canadian suppliers are required to have a Procurement Business Number (PBN) prior to contract award in order to receive a PWGSC contract. Suppliers may register for a PBN online at Supplier Registration Information (<https://srisupplier.contractsCanada.gc.ca>). For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

PBN: \_\_\_\_\_

#### 2. Applicable Laws

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

The Bidder may, at its discretion, substitute the applicable laws of a Canadian province or territory of its choice without affecting the validity of its bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of its choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidder.

Applicable laws: \_\_\_\_\_

#### 3. Contractor's Representative

The contractor's representative must be able to sign the contract and legally bind the entity.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Legal Name of Entity

\_\_\_\_\_  
Operating As

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email