



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

Title - Sujet Radar System & Software Sup Radar Systems and Software Services	
Solicitation No. - N° de l'invitation W7714-217621/A	Date 2020-11-06
Client Reference No. - N° de référence du client W7714-217621	
GETS Reference No. - N° de référence de SEAG PW-\$\$\$L-018-38606	
File No. - N° de dossier 018sl.W7714-217621	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2020-12-16 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Matsunaga, Lisa	Buyer Id - Id de l'acheteur 018sl
Telephone No. - N° de téléphone (613) 659-0976 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

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

Delivery Required - Livraison exigée See Herein – Voir ci-inclus	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

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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 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include: the Statement of Work, the Basis of Payment, the Security Requirements Checklist, and the DND 626 Task Authorization Form. The Attachments include: the Evaluation Criteria, the Financial Presentation Sheet, 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 for engineering support services for radar experimentation including design, development and characterization of several radar systems prototypes and test beds and related activities on "an and when requested" basis through the issuance of Task Authorization(s). The period of the contract will be two years with three 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 There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website".
- 1.2.3 The requirement is subject to a preference for Canadian services
- 1.2.4 This procurement is subject to the Controlled Goods Program. The [Defence Production Act](#) defines Canadian Controlled Goods as certain goods listed in Canada's Export Control List, a regulation made pursuant to the Export and Import Permits Act (EIPA).

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- 1.2.5 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.
- 1.2.6 The Phased Bid Compliance Process applies to this requirement.
- 1.2.7 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 budget available for the Contract resulting from the bid solicitation is \$5,000,000.00 (Applicable Taxes extra) which includes the initial period and the option periods. This disclosure does not commit Canada to pay the maximum funding available.

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.

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 in 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.dgareceptiondessomissions-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.

2.2.1 Coronavirus (Covid-19) Pandemic

Due to the challenges surrounding the Covid-19 pandemic, bidders are highly encouraged to submit their bid using the epost Connect service. However, physical bids will continue to be accepted. The format of the bid will have no bearing on the evaluation.

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:

- name of former public servant;
- 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: 2019-01 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.

2.4 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.

2.5 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 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 20 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions

2.7 Basis for Canada's Ownership of Intellectual Property

The Defence Research and Development Canada (DRDC) has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, for the following reasons, as set out in the [Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts: reasons of continuity](#).

2.8 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)

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- (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

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 II: Financial Bid
Section III: Certifications
Section IV: Additional Information

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 - three (3) hard copies

Section II: Financial Bid - one (1) hard copy

Section III: Certifications - one (1) hard copy

Section IV: Additional Information – one (1) hard copy

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.

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.

3.2 Section I: Technical Bid

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

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

3.3 Section II: Financial Bid

3.3.1 Bidders must submit their financial bid in accordance with the information in the Financial Bid Presentation Sheet detailed in Attachment 2 to Part 3 of the Bid Solicitation.

3.3.2 Electronic Payment of Invoices – Bid

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

If Attachment 3 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.

3.5 Section IV: Additional Information

Bidders must submit the additional information required under Attachment 5 to Part 3 of the Bid Solicitation.

3.6 Bidder's Proposed Sites or Premises Requiring Safeguarding Measures

3.6.1 As indicated in Part 6 under Security Requirements, the Bidder must provide the full addresses of the Bidder's and proposed individuals' sites or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

3.6.2 The Company Security Officer must ensure through the [Contract Security Program](#) that the Bidder and proposed individuals hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.

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.
- (c) The evaluation team will determine first if there are two or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.
- (d) Canada will use the Phased Bid Compliance Process (PBCP) described below.

4.1.1 Phased Bid Compliance Process

4.1.1.1 (2018-07-19) General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.

- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2020-05-28) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 (2018-03-13) Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.

- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

4.1.1.3 (2018-03-13) Phase II: Technical Bid

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.

- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

4.1.2 Technical Evaluation

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

The Phased Bid Compliance Process will apply to all mandatory technical criteria.

4.1.3 Financial Evaluation

The Evaluated Price will be the sum of the Bid Price for each year and each Option Year as detailed in the Financial Bid Presentation Sheet at Attachment 2 to Part 3 of the Bid Solicitation. The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded.

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;
 - b. meet all mandatory technical evaluation criteria; and
 - c. obtain the required minimum points of 168 out of a maximum of 240 per resource for the technical evaluation criteria which are subject to point rating
2. Bids not meeting (a) or (b) or (c) 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 240).

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

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 Additional Certifications Required with the Bid

5.1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the service offered is a Canadian service, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the service offered being treated as a non-Canadian service.

The Bidder certifies that:

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

5.1.2.1.1 [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

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.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources

[A3005T](#) (2010-08-16) Status and Availability of Resources

5.2.3.2 Education and Experience

[A3010T](#) (2010-08-16) Education and Experience

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
 - (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (e) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Controlled Goods Requirement

[A9130T](#) (2019-11-28) Controlled Goods Program

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A, 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".

7.1.2 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.

7.1.2.1 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 D.
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 seven 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

7.1.2.2 Task Authorization Limit

The Procurement Authority may authorize individual task authorizations up to a limit of \$150,000.00 Applicable Taxes included, inclusive of any revisions.

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

7.1.2.3 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, Applicable Taxes included

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.

7.1.2.4 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 15 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 and a description of the equipment (if applicable);
- iii. the a) total estimated labor cost; b) the total equipment cost (if applicable) and c) the total task value specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

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

7.1.2.5 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.

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

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

7.2.2 Supplemental General Conditions

The following supplemental general conditions will apply to and form part of the contract:

- [4001](#) (2015-04-01) Hardware Purchase Lease and Maintenance;
- [4002](#) (2010-08-16) Software Development or Modification Services
- [4003](#) (2010-08-16) Licensed Software, apply to and form part of the Contract.

7.3 Security Requirements

7.3.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

1. The Contractor must, at all times during the performance of the contract, hold a valid Facility Security Clearance at the level of **SECRET**, with approved Document safeguarding at the level of **SECRET**, issued by the CSP of the ISS, PSPC
2. This contract includes access to **controlled goods**. Prior to access, the contractor must be registered in the Controlled Goods Program of the ISS/PSPC.
3. The Contractor personnel requiring access to protected/classified information, assets or sensitive work site(s) must **EACH** hold a valid personnel security screening at the level of reliability status or secret as required, granted or approved by the CSP/ISS/PSPC
4. The Contractor **MUST NOT** utilize its Information Technology systems to electronically process, produce or store any sensitive protected/classified information until the CSP/ISS/PSPC has issued written approval. After approval has been granted, these tasks may be performed up to the level of **SECRET**
5. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of the CSP/ISS/PSPC

6. The contractor/offeror must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C
- (b) Industrial Security Manual (Latest Edition)

7.3.2 Contractor's Sites or Premises Requiring Safeguarding Measures

7.3.2.1 Where safeguarding measures are required in the performance of the Work, the Contractor must diligently maintain up-to-date the information related to the Contractor's and proposed individuals' sites or premises for the following addresses:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

7.3.2.2 The Company Security Officer must ensure through the Contract Security Program that the Contractor and individuals hold a valid security clearance at the required level.

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from date of Contract award to _____ inclusive (to be inserted at Contract Award)

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three 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 five (5) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.4.3 Comprehensive Land Claims Agreements (CLCAs)

The Contract with Task Authorizations is to establish the delivery of the requirement detailed under the Contract, to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement outside the Contract.

7.5 Authorities

7.5.1 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, 4th Floor
10 Wellington Street
Gatineau, Quebec, K1A 0R4

Telephone: (613) 859-0976
E-mail address: Lisa.Matsunaga@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.

7.5.2 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.

7.5.3 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.

7.5.4 Contractor's Representative

To be determined

7.6 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.

7.7 Payment

7.7.1 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.

(a) Firm Price(s) TA

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid a firm price in accordance with the firm price(s) in accordance with the Basis of Payment in Annex B as specified in the authorized TA. 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

(b) 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, to the ceiling price specified in the approved TA. Customs duties are included and Applicable Tax is 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 in Annex B.

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 Technical Authority before their incorporation into the Work.

(c) TA subject to a Limitation of Expenditure

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of payment at Annex B to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized task authorization must not exceed the limitation of expenditure specified in the authorized task authorization. Custom 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 task authorization 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.

7.7.2 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.

7.7.3 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

7.7.4 T1204 – direct Request by Customer Department

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

7.7.5 Electronic Payment of Invoices – Contract

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

To be determined

7.7.6 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.

7.8 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 7.5 herein.

7.9 Certifications and Additional Information

7.9.1 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.

7.9.2 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.

7.9.3 SACC Manual Clauses

[A3060C](#) (2008-05-12) Canadian Content Certification

7.10 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).

7.11 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 supplemental general conditions :
 - i. [4001](#) (2015-04-01) Hardware Purchase Lease and Maintenance.
 - ii. [4002](#) (2010-08-16) Software Development or Modification Services,
 - iii. [4003](#) (2010-08-16) Licensed Software
- (c) the general conditions [2040](#) (2020-05-28) General Conditions – Research and Development
- (d) Annex A Statement of Work
- (e) Annex B Basis of Payment;
- (f) Annex C Security Requirements Check List
- (g) the signed Task Authorizations (including all of its annexes, if any)
- (h) the Contractor's bid dated _____, (to be determined at contract award)

7.12 Defence Contract

[A9006C](#) (2012-07-16) Defence Contract

[A9062C](#) (2011-05-16) Canadian Forces Site Regulations

7.13 Foreign Nationals

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

[A2001C](#) (2006-06-16) Foreign Nationals (Foreign Contractor)

7.14 Insurance

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

7.15 Controlled Goods Program

[A9131C](#) (2014-11-27) Controlled Goods Program

[B4060C](#) (2011-05-16) Controlled Goods

7.16 Dispute Resolution

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

- (a) 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.
- (b) 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.
- (c) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

7.17 Government Site Regulations

[A9068C](#) (2010-01-11) Government Site Regulations

ANNEX A

STATEMENT OF WORK

Radar Systems and Software Services

1.0 INTRODUCTION

The Tactical Radar (TR) group of the Radar Sensing & Exploitation (RSE) section at Defence Research and Development Canada (DRDC) Ottawa has been involved in synthetic aperture radar (SAR), Ground Moving Target Indication (GMTI) radar and maritime surveillance radar data acquisition and signal processing since the 1980s. This requirement provides technical and scientific support to R&D which enables the development of science and technology to allow advice to be provided to the Department of National Defence.

2.0 BACKGROUND

The work of the TR group is related to, but not limited to, the X-band Wideband Experimental Airborne Radar Data Acquisition System (XWEAR DAS), space-based radar such as Radarsat and Radarsat2, Through The Wall Radar (TTWR), the CP140 Airborne Radar Support Environment (CARSE) and various signal processing applications related to such systems.

The CARSE and XWEAR DAS are sophisticated research tools which support multiple airborne radar related research activities and projects. The CARSE and XWEAR DAS (both airborne systems) are installed and flown on a Convair 580, operated by the National Research Council and based at the Ottawa International Airport. The airborne systems collect data in radar modes including Synthetic Aperture Radar (SAR), maritime surveillance and ground moving target indication (GMTI).

3.0 OBJECTIVE

The objective of this requirement is to provide research and development support to DRDC Ottawa Research Centre in the development and maintenance of radar systems hardware and in the generation and processing of simulated and real radar data on an "as-and-when requested" basis. Engineering support services are required on an "as and when requested" basis to support DRDC in radar experimentation including the design, development; and characterization of several radar system prototypes and test beds.

The Work to be performed must be in accordance with this Requirement and as described in each Task Authorization

The technical requirements include, but are not limited to: tasks requiring system design, system build, system integration and test (SIT), system operation, and analysis of system performance, where a system can consist of hardware (standalone radar or radar integrated with other sensors/communications systems), software or both. Project administration and project management services are also required.

4.0 ACRONYMS

CARSE	CP140 Airborne Radar Support Environment
DAS GPF	Data Acquisition System Ground Processing Facility
DPF	Data Processing Facility
DRDC	Defence Research and Development Canada
GMTI	Ground Moving Target Indication

GPF	Ground Processing Facility
IATP	Integration and Acceptance Test Plan
RSE	Radar Sensing & Exploitation
SAR	Synthetic Aperture Radar
SDD	Software Design Document
SIT	System Integration and Test
SRS	System Requirements Specification
SUM	Software or System User's Manual
TR	Tactical Radar
TTWR	Through The Wall Radar
XWEAR DAS	X-band Wideband Experimental Airborne Radar Data Acquisition System

5.0 SCOPE OF WORK

The work has been organized into the following eight service areas:

- 1) Engineering Studies and Investigations
- 2) Field Trials
- 3) Technical Studies
- 4) Systems Design
- 5) Software Development and Integration
- 6) System Test, Update and Repair
- 7) Post Flight Processing and Data Management
- 8) Hardware or Software Procurement

A representative example of the work to be conducted is provided below. All services will utilize the resource categories defined at Section 6.0. Tasks may require multiple resources from one or more service areas to perform the tasks.

5.1 Engineering Studies and Investigations

The Contractor must provide a range of engineering studies and investigation services to perform studies directed towards improving the performance of existing facilities.

This may include, but is not limited to:

- a) Updates or adding new capabilities, assessing and documenting the state-of-the-art of new technology (radar and radar related) for new sensing applications;
- b) Assessing and documenting the state-of-the-art of other sensors or communications systems which are to be integrated with a radar;
- c) Assessing and documenting the cost and level of effort of these upgrades or integration efforts; and
- d) Generating system requirements specifications and system designs for these upgrades and integration efforts.

5.2 Field Trials

The Contractor may be required to participate in the collection of radar data.

This may include, but is not limited to:

- a) Arranging field trials, deploying and adjusting targets for field trials (such as radar reflectors and vehicles);

- b) Documenting ground truth for field trials (GPS and photographs); and
- c) Assisting with the on-aircraft collection of data and assisting with the post-flight backup of radar data on the aircraft.

5.3 Technical Studies

The Contractor may be required to perform studies directed at improving the performance of radar systems.

This may include, but is not limited to:

- a) Studying radar systems operating in concert with other systems such as ElectroOptic/InfraRed (EO/IR) and communications systems, with a view towards generating new capabilities. The studies can be theoretical, simulation, literature or use real sensor data. They can cover areas such as signal processing, information management, information fusion, performance prediction and operator/system interaction.

5.4 Systems Design

The Contractor may be required to work on systems design.

This may include, but is not limited to:

- a) Design, development and documentation of systems (hardware and software) comprised of radar subsystems or radar integrated with other systems and sensors such as communications and EO/IR.

5.5 Software Development and Integration

The Contractor may be required to develop, integrate and document original computer code for stand-alone applications in C, C++ and Matlab to support research into radar signal processing.

This may include, but is not limited to:

- a) Developing applications which provide for signal processing, data manipulation, data display and information management capabilities, and can be either new or additions to existing systems.
- b) Development environments such as UNIX (specifically Linux and VxWorks) or Microsoft Windows.

5.6 System Test, Update and Repair

The Contractor may be required to perform software and hardware performance testing.

This may include, but is not limited to:

- a) This performance testing may include software and hardware troubleshooting and repair either on-site at DRDC, on a test aircraft, or, when possible, at the Contractor's facilities. The required response time for repairs will be detailed in each Task Authorization when the system is on a test aircraft; and
- b) The performance of the software and hardware must be documented in the form of both error reports and technical reports.

5.7 Post Flight Processing and Data Management:

The Contractor may be required to process data after it has been collected and manage/archive the data:

This may include, but is not limited to:

- a) Prepare data, which has been previously collected during a flight, and the corresponding necessary software for dissemination to third parties. Additional copies of all CDs and DVDs prepared for distribution must be prepared and archived at DRDC for future reference; and
- b) Operate the Ground Processing Facility (GPF) SAR signal processors and associated auxiliary software. This is done post flight using data which was previously collected during a flight.

5.8 Hardware or Software Procurement:

The Contractor may be required to provide recommendations for and possibly procure, new hardware and software systems and software application licenses related to radar systems and signal processing design and build. All hardware or software purchased under the contract are the property of Canada.

6.0 RESOURCES

6.1 Definitions

The following will apply to all resource categories:

- **Education** - Bachelor's Degree in electrical engineering, computer engineering, computer science, mathematics or physics from a Canadian University, or equivalent from a foreign institution, as determined by the Canadian Centre for International Credentials (<http://www.cicic.ca/en/index.aspx>). The Contractor must provide a copy of the degree or evidence to support the determination that the education is equivalent to that of a Canadian University.
- **Educational experience** - For the purpose of personnel qualifications, experience gained through formal education will not be considered as experience. All requirements for experience must be obtained in a work environment as opposed to an educational setting. Co-op terms are considered experience, provided that they are related to the required activities defined in each criterion.
- **Project Format** - The information about the identified project or activity must be provided in the following format:
 - Name and description of client organization;
 - Name, phone, email of client organization representative;
 - Scope, objective, size in dollars and resources, project timeframe (from-to dates month/year);
 - Outcomes of the project; and
 - Description of the roles and responsibilities of the proposed resource in the identified project or activity.

References - The information provided maybe subject to verification by Canada. The Contracting Authority will have the right to ask for additional information to validate the references.

6.2 Resource Requirements

Category	Description
Project Manager	As evaluated
Synthetic Aperture Radar (SAR) computer operator	See 6.3 and 6.3.1
Junior Software Developer/Analyst	See 6.3; 6.3.2 and 6.3.3
Intermediate Software Developer/Analyst	See 6.3; 6.3.2 and 6.3.3
Senior Software Developer/Analyst	See 6.3; 6.3.2 and 6.3.3
Junior Engineer	See 6.3; 6.3.2 and 6.3.4
Intermediate Engineer	See 6.3; 6.3.2 and 6.3.4
Senior Engineer	See 6.3; 6.3.2 and 6.3.4

6.3 Qualifications

For each Task Authorization submitted to the Contractor, the Contractor's proposed resources must demonstrate the minimum level of expertise for each category of work.

6.3.1 For tasks involving the Synthetic Radar (SAR) computer operator, experience in:

Item	Experience	Description (Within 5 years)
S-1	Operating PC based SAR signal processors utilizing the MATLAB development environment and VME systems utilizing native "c" code.	Minimum: 36 months total
S-2	Managing databases (including setting up, creating and deleting records) containing radar data and radar imagery utilizing Microsoft Tools (2013 or later) including each of the below: a) Access, b) Excel, and c) Word.	Minimum: 36 months total

6.3.2 For tasks involving Software Developers/Analysts and/or Engineers: Experience in in Radar Systems and Signal Processing for SAR, GMTI and maritime surveillance systems.

Experience	Junior (Within 7 years)	Intermediate (Within 10 years)	Senior (Within 15 years)
<p>This must be demonstrated through experience working on projects that show a thorough understanding of the concepts and design techniques for high-resolution radar systems, particularly those principles applicable to imaging and surveillance radar. This could include the design, analysis, and evaluation of systems for commercial or military applications. In particular, collective project experience must demonstrate an understanding of the theory and concepts related to SAR, GMTI or maritime surveillance radar systems.</p> <p>Each individual project must demonstrate at least one of the following five areas:</p> <ul style="list-style-type: none"> a) Radar pulse selection and compression techniques. b) Sampling and processing of high-resolution radar signals. c) Determine sampling needs in range and azimuth. d) Determine phase-noise requirements for high-resolution radar. e) Avoiding problems associated with SAR image distortion, and ambiguities. <p>At least 3 of the 5 above mentioned areas must be addressed within the stipulated timeframe outlined for each of the three resource categories (i.e. Junior, Intermediate, Senior).</p>	<p>Minimum: 36 months total</p>	<p>Minimum: 72 months total</p>	<p>Minimum: 96 months total</p>

6.3.3 For tasks involving Software Developers/Analysts, experience in:

Item	Experience	Junior (Within 7 years)	Intermediate (Within 10 years)	Senior (Within 15 years)
SD-1	The design, implementation and documentation of complex radar signal processors and radar system controllers for SAR and GMTI on multiprocessing systems using C/C++, MATLAB, VXWORKS OS, Mercury OS and Real-time Linux	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total
SD-2	Testing and analyzing SAR, GMTI and Maritime surveillance processors	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total
SD-3	Developing code in C and Matlab in support of analysis and development of SAR, GMTI and maritime surveillance processors	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total

6.3.4 For tasks involving Engineers, experience in:

Item	Experience	Junior (Within 7 years)	Intermediate (Within 10 years)	Senior (Within 15 years)
E-1	Developing software applications using C and C++ using commercial-off-the-shelf VME technology.	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total
E-2	Developing software applications using Matlab under UNIX and WinXP or newer.	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total
E-3	Designing, implementing and testing real-time signal processing and control software for SAR and GMTI incorporating embedded systems using commercial-off-the-shelf VME technology. This includes experience with all of the below: a) VME 64, b) PCI bus, c) Mercury Raceway, and d) Fibre Channel Technologies	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total
E-4	Integrated real-time systems and subsystems for SAR and GMTI.	Minimum: 36 months total	Minimum: 72 months total	Minimum: 96 months total

7.0 REPORTS

7.1 Monthly Progress Reports

These must be provided to the Technical Authority (TA) ten (10) days after the end of each month and must document completed activities, current activities, planned activities, issues that may impact planned schedule and cost, recommendations and level of effort spent on each activity (examples include writing of software for each individual task, development of documentation for each individual task)

7.2 The Contractor must create and submit any of the following written reports as called for in a task authorization (but not limited to):

a. System Requirements Specification (SRS) - The SRS must:

- i. Formalize the requirements,
- ii. Ensure that the ensuing design satisfies the design requirements, and
- iii. Form the basis for the definition of the complete functional specifications.

b. Software Design Document (SDD) - The SDD must include detailed descriptions of the:

- i. Functional specifications of the software design,
- ii. Module specifications, and
- iii. Directory structure with respect to the location of the source code, how to compile the source code, the location of the executable code, and the location of the output log files. The SDD must also provide information needed by a programmer to understand, interpret, check out, troubleshoot, or modify the existing software on a PC, using the appropriate software development tools. The source code developed for the processors must be included in their respective SDDs.

c. Software and System User's Manual (SUM) - The SUM must:

- i. Document the steps for executing the software and system, the required input, the expected output, and the measures to be taken if error messages appear.

d. Integration and Acceptance Test Plan (IATP) - The IATP must:

- i. Describe the general procedures for the integration of the software and system at DRDC Ottawa,
- ii. Describe the general procedures and guidelines for the integration and acceptance test of the software/system using data approved by DRDC Ottawa. The IATP must execute each of the software applications demonstrating that the output results are equal to the expected results, and
- iii. Include as an annex the outputs from the test data used during the integration and test procedure.

e. Technical Report – The Technical report must:

- i. Summarize the objectives of the tasking,
- ii. Provide references to any external source material,
- iii. Provide a detailed and concise record of the work generated by the tasking, and

iv. Provide a summary of the findings and provide conclusions and further recommendations where required.

8.0 MEETINGS

A kick off meeting must be held within two (2) weeks of Contract award.

A kick off meeting must be held for each Task Authorization issued. Monthly review meetings must be held during the first week of each month for the duration of the task(s). A review meeting must be held during the first week of the last month of each year of the Contract.

9.0 DELIVERABLES:

The deliverables to be created and submitted by the Contractor, will be detailed in each task authorization and must be provided to the TA in accordance with the provisions of the task authorization and in accordance with the schedule therein. The conditions of acceptance for the deliverables, and how they must be submitted, will be detailed in each task, and must all be to the satisfaction of Canada.

Although this is not an exhaustive list, the Contractor may create and submit deliverables of the following types:

- a. A draft hard copy of any of the documents listed under REPORTS;
- b. Final copies (3 bound hard copies) of any of the documents listed under REPORTS;
- c. The complete source code and executable code and all reports for the delivered software applications on CD or DVD (3 copies); and
- d. Any hardware or software purchased or developed.

Documentation must be provided in Microsoft Word 2013 or later format. All deliverables must be provided in English.

10.0 LOCATION OF WORK

Typically, services will be performed at the Contractor's own place of business; the Contractor must provide adequate work space, office equipment and tools to ensure the uninterrupted flow of services. In some instances, however, services may be performed on-site within the National Capital Region (NCR) or at locations across Canada when field work is necessitated.

11.0 TRAVEL

In some instances, however, services may be performed on-site within the National Capital Region (NCR) or at locations across Canada when field work is necessitated. Contractor resources may be required to travel to a radar experimentation site outside of the National Capital Region (NCR). Travel will be specified in an individual task authorization as required.

All travel must have prior written authorization of the TA.

12.0 SUPPORT TO CONTRACTOR

For services performed on-site at DND premises, Canada will provide access and supply a workspace and the laboratory equipment necessary for each of the Contractor's personnel specified within each Task Authorization during the normal hours of operation of DND. Access during "off peak hours" must be pre-arranged and approved by the TA.

DRDC may provide liaison services between the Contractor and other Government of Canada (GoC) departments, as required. For example, Contractor personnel may be required to perform work at the NRC Flight Research Laboratory (FRL) located at Ottawa airport and this will be arranged by DRDC.

13.0 GOVERNMENT SUPPLIED MATERIAL (GSM)

To be specified within the individual task authorizations.

14.0 GOVERNMENT FURNISHED EQUIPMENT (GFE)

Canada may provide the Contractor with access to GFE and Government Furnished Information (GFI). As required, all GFE and GFI will be identified within task authorizations. The Contractor must track all provided GFE and GFI and must return all items upon completion of the task. This includes any hardware, software or software licenses purchased through and in support of an authorized task.

15.0 QUALITY ASSURANCE

In the performance of the Work described herein, the Contractor must comply with the requirements of:

ISO 9001: 2008

The Contractor is responsible for performing or having performed all inspections and tests necessary to substantiate that the materiel or services provided conform to the drawings, specifications and the requirements of the contract. The Contractor must keep accurate and complete inspection records which must, upon request, be made available to the authorized Department of National Defence (DND) representative, who may make copies and take extracts during the performance of the Contract and for a period of one (1) year after the completion of the Contract.

Despite the above, all materiel is subject to verification and acceptance by DND at destination. The authorized DND representative at destination may either be the consignee(s), the Technical Authority, or the Quality Assurance Authority.

16.0 LANGUAGE REQUIREMENT

This Contract work must be conducted in English. All deliverables must be delivered in the English language.

ANNEX B

BASIS OF PAYMENT

1. LABOUR: The Contractor will be paid the following firm all-inclusive hourly rates, inclusive of overhead and profit, applicable tax is extra.

Labour Category	Firm All-Inclusive Hourly Rate				
	Contract Period		Option Periods		
	Year 1	Year 2	Option Year 1	Option Year 2	Option Year 3
Technical Support:					
SAR Computer Operator					
Junior Software Developer/Analyst					
Intermediate Software Developer/Analyst					
Senior Software Developer/Analyst					
Junior Engineer					
Intermediate Engineer					
Senior Engineer					
Project Manager					

Total Estimated Labor to a ceiling price: \$ _____ (Applicable taxes, extra)

2. 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.

Total Estimated Travel and Living Expenses: \$ To be determined at time of Contract Award

3. OTHER DIRECT CHARGES

Other direct charges related to the procurement of additional hardware and software for this project, will be paid at actual cost, with no provision for mark up, as defined in each individual Task Authorization.

Total Estimated Other Direct Charges: \$ To be determined at time of Contract Award

TOTAL ESTIMATED COST TO A LIMITATION OF EXPENDITURE - \$ _____ (Applicable taxes extra)

Solicitation No. - N° de l'invitation

W7714-217621/A

Client Ref. No. - N° de réf. du client

W7714-217621

Amd. No. - N° de la modif.

File No. - N° du dossier

018sl. W7714-217621

Buyer ID - Id de l'acheteur

018sl

CCC No./N° CCC - FMS No./N° VME

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimate only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority and provided that the estimated cost does not exceed the aforementioned Limitation of Expenditure.

ANNEX C

SECURITY REQUIREMENTS CHECK LIST

COMMON-PS-SRCL#24



Contract Number / Numéro du contrat 2021-05867
Security Classification / Classification de sécurité UNCLASSIFIED

**SECURITY REQUIREMENTS CHECK LIST (SRCL)
 LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE			
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine Department of National Defence		2. Branch or Directorate / Direction générale ou Direction DRDC ADM(S&T)	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Radars Systems and Software Services Engineering support services are required on an "as and when requested" basis to support Defence Research and Development Canada (DRDC) in radar experimentation including the design, development; and characterization of several radar system prototypes and test beds.			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No Non	<input checked="" type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No Non	<input checked="" type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input checked="" type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input checked="" type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
SECRET SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
UNCLASSIFIED



COMMON-PS-SRCL#24



Contract Number / Numéro du contrat 2021-05867
Security Classification / Classification de sécurité UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
 Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No Yes
 Non Oui
 If Yes, indicate the level of sensitivity:
 Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
 Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No Yes
 Non Oui
 Short Title(s) of material / Titre(s) abrégé(s) du matériel :
 Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input checked="" type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:
 Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
 REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
 Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No Yes
 Non Oui
 If Yes, will unscreened personnel be escorted?
 Dans l'affirmative, le personnel en question sera-t-il escorté? No Yes
 Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
 Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No Yes
 Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
 Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No Yes
 Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
 Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No Yes
 Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
 Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No Yes
 Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
 Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No Yes
 Non Oui

COMMON-PS-SRCL#24



Contract Number / Numéro du contrat 2021-05867
Security Classification / Classification de sécurité UNCLASSIFIED

PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
 Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.
 Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens / Production					✓											
IT Media / Support TI / IT Link / Lien électronique					✓											

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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Buyer ID - Id de l'acheteur

018sl

CCC No./N° CCC - FMS No./N° VME

(Last page of SRCL to be added at time of contract award)

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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.

ATTACHMENT 1 TO PART 4 OF THE BID SOLICITATION

EVALUATION CRITERIA

1.0 MANDATORY REQUIREMENTS

1.1 Corporate Based

1.1.1 General Information

For each project identified by the Bidder to demonstrate company experience, the bidder must provide a project summary for each submitted project reference, which must include, at a minimum:

- Name and description of client organization**;
- Name, phone, email of client organization representative;
- Scope, objective, size in dollars and resources, project timeframe (from-to dates month/year); and
- A description of the resource team, including their roles and responsibilities throughout the duration of the project.

Each project referenced must have lasted at least 3 months in duration.

**Project(s) cited must have been for client(s) external to the Bidder's organization. The following project summaries will not be considered: for any organization that is related to the Bidder (e.g.: parent company or subsidiary of the Bidder and the Bidder's internal clients).

Canada reserves the right to contact the named client s for the purpose of verifying the information provided in the Bidder's bid.

1.2 Description Table

Item	Description	Met	Not met
M-1	<p>The Bidder must demonstrate a minimum of 3 projects within the last 8 years from date of bid closing involving both:</p> <ul style="list-style-type: none"> • the development and maintenance of radar systems hardware, and • the development and maintenance of radar systems control and signal processing software. 		
M-2	<p>The Bidder must demonstrate a minimum of 15 projects within the last 15 years from date of bid closing involving the following activities as they relate to airborne and space-borne radar systems:</p> <ul style="list-style-type: none"> i. Synthetic Aperture Radar; ii. Ground Moving Target Indication radar; and iii. Maritime Surveillance Radar. <p>A minimum of at least two projects in each of the above three fields is required.</p>		

2.0 POINT RATED CRITERIA

2.1 Resource Based

2.1.1 General Information

Educational experience - For the purpose of personnel qualifications, experience gained through formal education will not be considered as experience. All requirements for experience must be obtained in a work environment as opposed to an educational setting. Co-op terms are considered experience, provided that they are related to the required activities defined in each criterion.

Project Format - The information about the identified project or activity must be provided in the following format:

- Name and description of client organization**;
- Name, phone, email of client organization representative;
- Scope, objective, size in dollars and resources, project timeframe (from-to dates month/year);
- Outcomes of the project; and
- A description of the roles and responsibilities of the proposed resource throughout the duration of the project.

References - The information provided maybe subject to verification by Canada. The Contracting Authority will have the right to ask for additional information to validate the references.

2.2 Project Manager

One (1) resource required
 One (1) replacement resource required

Each of these two resources must meet the requirements as noted in the following table for Experience:

Item	Experience	Description	Maximum points per resource
PR-1	Managing Research and Development projects in Radar Systems and Signal Processing for SAR, GMTI and maritime surveillance systems. Each individual project must demonstrate at least 1 of the following 5 areas: <ol style="list-style-type: none"> i. Radar pulse selection and compression techniques. ii. Sampling and processing of high-resolution radar signals. iii. Determine sampling needs in range and azimuth. iv. Determine phase-noise requirements for high-resolution radar. 	Within 12 years 1 point for each month <i>One point per month irrespective of any project overlap.</i>	120

Item	Experience	Description	Maximum points per resource
	v. Avoiding problems associated with SAR image distortion, and ambiguities. At least 3 of the 5 above mentioned areas must be addressed within the stipulated timeframe of 12 years.		
PR-2	Managing Research and Development projects, each involving any one, or combination of the following: <ul style="list-style-type: none"> i. The design, implementation and documentation of complex radar signal processors for SAR, GMTI or maritime surveillance on multiprocessing systems using C and Matlab; and/or ii. Testing and analyzing SAR, GMTI or maritime surveillance processors and/or algorithms; and/or iii. Implementing and testing real-time signal processing and control software for SAR, GMTI or maritime surveillance processors incorporating embedded systems using commercial-off-the-shelf VME technology or other embedded computers. 	Within 12 years 1 point for each month <i>One point per month irrespective of any project overlap.</i>	120
	REQUIRED MINIMUM points per resource	168	
	TOTAL maximum points per resource	240	

ATTACHMENT 2 TO PART 3 OF THE BID SOLICITATION

FINANCIAL PRESENTATION SHEET

For evaluation purposes:

- a) The Total per Category will be calculated by first multiplying the hourly rate for each year of the period by the annual estimated level of effort (hours) and then adding the two sub-totals ;
- b) The Total will be the sum of each Total per Category of labour category; and
- c) The Bid Price used in the Basis of Selection will be determined by the sum of Total 1 Initial Period and Total 2 Option Period

1. LABOUR: at firm all-inclusive hourly rates, inclusive of overhead and profit, Applicable taxes extra, F.O.B. Destination (for goods), in accordance with the following:

The estimated level of effort specified under the "Annual Estimated Level of Effort (Hours)" column is only an approximation of requirements given in good faith and is provided for financial bid evaluation purposes only. It does not represent a commitment by Canada.

BIDDERS ARE REQUESTED TO QUOTE ONE RATE PER LABOUR CATEGORY, PER YEAR AND OPTION YEAR.

TABLE 1: Initial period

Labour Category	Firm All-Inclusive Hourly Rate Contract Period					G Total per Category (Sub-Total 1 + Sub-Total 2) C + F = G
	A Year 1 Hourly Rate	B Annual Estimated Level of Effort (hours)	C Sub-Total 1 (Year 1 x Total Est. Hrs) A X B = C	D Year 2 Hourly Rate	E Annual Estimated Level of Effort (hours)	
Technical Support:						
SAR Computer Operator	\$	1920	\$	\$	1920	\$
Junior Software Developer/Analyst	\$	1600	\$	\$	1600	\$
Intermediate Software Developer/Analyst	\$	1600	\$	\$	1600	\$
Senior Software Developer/Analyst	\$	1600	\$	\$	1600	\$
Junior Engineer	\$	800	\$	\$	800	\$
Intermediate Engineer	\$	800	\$	\$	800	\$
Senior Engineer	\$	800	\$	\$	800	\$
Project Manager	\$	940	\$	\$	940	\$
TOTAL 1:						\$

TOTAL 1 INITIAL PERIOD: \$ _____

TABLE 2: Option Period

Labour Category	Firm All-Inclusive Hourly Rate Option Periods										Total per Category (Sub-Total 1 + Sub-Total 2 + Sub-Total 3) (C + F + I = J)
	A	B	C	D	E	F	G	H	I	J	
	Option Year 1 Hourly Rate	Annual Estimate of Effort (hours)	Sub-Total 1 (Option Year 1 x Total Est. Hrs) (A X B=C)	Option Year 2 Hourly Rate)	Annual Estimate of Effort (hours)	Sub-Total 2 (Option Year 2 x Total Est. Hrs) (D X E = F)	Option Year 3 Hourly Rate	Annual Estimate of Effort (hours)	Sub-Total 3 (Option Year 3 x Total Est. Hrs) (G x H = I)		
Technical Support:											
SAR Computer Operator	\$	1920	\$	\$	1920	\$	\$	1920		\$	\$
Junior Software Developer/Analyst	\$	1600	\$	\$	1600	\$	\$	1600		\$	\$
Intermediate Software Developer/Analyst	\$	1600	\$	\$	1600	\$	\$	1600		\$	\$
Senior Software Developer/Analyst	\$	1600	\$	\$	1600	\$	\$	1600		\$	\$
Junior Engineer	\$	800	\$	\$	800	\$	\$	800		\$	\$
Intermediate Engineer	\$	800	\$	\$	800	\$	\$	800		\$	\$
Senior Engineer	\$	800	\$	\$	800	\$	\$	800		\$	\$
Project Manager	\$	940	\$	\$	940	\$	\$	940		\$	\$
Total 2										\$	\$

TOTAL 2 OPTION PERIODS: \$ _____

BID PRICE = TOTAL TABLE 1 INITIAL PERIOD + TOTAL 2 OPTIONAL PERIODS: \$ _____

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ATTACHMENT 3 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);

ATTACHMENT 4 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 5 TO PART 3 OF THE SOLICITATION

ADDITIONAL INFORMATION

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