



REQUEST FOR INFORMATION (RFI)

No: 1000353752

TITLE: LIGHT WEIGHT BATONS



Purpose and Contents of this Request for Information

This is a Request for Information (RFI) pertaining to Lightweight Batons.

It is a document written for the purpose of engaging with and eliciting feedback from industry.

The Request for Information consists of the following parts:

- **PART I - Request For Information Process:** Information about the intent of this Request for Information and the procedure for responding;
- **PART II – Questions For Industry:** Questions that industry is invited to answer in their RFI response;
- **PART III: APPENDICES:**
 - APPENDIX A – LIGHTWEIGHT BATONS
 - APPENDIX B – PRODUCT SPECIFICATION SHEET FOR LIGHTWEIGHT BATONS



PART I: REQUEST FOR INFORMATION PROCESS

The purpose of this Request for Information (RFI) is to obtain detailed information from Vendors. The CBSA has outlined below a list of questions and are requesting Vendors to respond in detail, so that CBSA can compile information about the availability and types of lightweight batons that can be provided by the industry.

This RFI is not a commitment with respect to future purchases or contracts.

1. Introduction

The Canada Border Services Agency (CBSA) requires information on the availability and feasibility of obtaining the goods detailed herein.

CBSA is undertaking this RFI to:

1. Collect information on market readiness and industry capabilities specific to light weight batons to support CBSA personnel on duty;
2. Solicit the industry to provide an explanation of how their product(s) address the listed questions, and to discuss their product(s) in detail: and
3. Receive responses from the industry about their product(s) as per section 8 herein, titled "Submission of Responses".

The CBSA intends to use input to help determine the "way forward" as to whether and how this good should be acquired, delivered, and managed and if so, to solidify its procurement approach.

The purpose of this Request for Information (RFI) is to determine the types and capabilities of existing products within industry.

2. Nature and Format of Responses Requested

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

3. Response Costs

Canada will not reimburse any respondent for expenses incurred in responding to this RFI.



4. Treatment of Responses

- (a) **Use of Responses:** Responses will not be formally evaluated. However, the responses received may be used by Canada to develop or modify procurement strategies or any information contained in this RFI. Canada will review all responses received by the RFI closing date. Canada may, in its discretion, review responses received after the RFI closing date.
- (b) **Review Team:** A review team composed of representatives of the CBSA will review the responses. Canada reserves the right to hire any independent consultant, or use any Government resources that it considers necessary to review any response. Not all members of the review team will necessarily review all responses.
- (c) **Confidentiality:** Respondents should mark any portions of their response that they consider proprietary or confidential. Canada will handle the responses in accordance with the *Access to Information Act*.
- (d) **Follow-up Activity:** Canada may, at its discretion, contact any respondents to follow up with additional questions or for clarification of any aspect of a response. Canada may also publish further RFIs related to this initiative.

5. Contents of the RFI

The documents included in the RFI remain a work in progress and respondents should not assume that new clauses or requirements will not be added to any bid solicitation that is ultimately published by Canada. Nor should respondents assume that none of the clauses or requirements will be deleted or revised.

Format of Responses

- (a) **Cover Page:** If the response includes multiple volumes, respondents are requested to indicate on the front cover page of each volume the title of the response, the solicitation number, the volume number and the full legal name of the respondent.
 - (b) **Title Page:** The first page of each volume of the response, after the cover page, should be the title page, which should contain:
 - i. the title of the respondent's response and the volume number;
 - ii. the name and address of the respondent;
 - iii. the name, address and telephone number of the respondent's contact;
 - iv. the date; and
 - v. the RFI number.
 - (c) **Numbering System:** Respondents are requested to prepare their response using a numbering system corresponding to the one in this RFI. All references to descriptive material, technical manuals and brochures included as part of the response should be referenced accordingly.
6. **Number of Copies:** Canada requests that Respondents submit their response in unprotected PDF (e.g. no password) format by email indicated under the article titled "Enquiries" if the size of the document is less than 6MB. Should the size be larger than 6MB, then the submission should be split up and submitted via separate emails. Each



email should indicate the same cover information and “Part 1 of X” to clearly demonstrate how many separate emails make up the total RFI response.

7. Enquiries

Since this is not a bid solicitation, Canada will not necessarily respond to enquiries in writing or by circulating answers to all Respondents. Enquiries are to be submitted no later than **December 8, 2020**. Respondents may direct their enquiries to:

[CBSA-ASFC Solicitations-Demandes de soumissions@cbsa-asfc.gc.ca](mailto:CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca)

Contracting Authority:

Catherine St. Louis
Senior Procurement & Contracting Officer
Phone: 343-571-4239
Email: **[CBSA-ASFC Solicitations-Demandes de soumissions@cbsa-asfc.gc.ca](mailto:CBSA-ASFC_Solicitations-Demandes_de_soumissions@cbsa-asfc.gc.ca)**

8. Submission of Responses

Time and Place for Submission of Responses: Organizations interested in providing a response should deliver it to the Contracting Authority identified above by **December 8, 2020**.

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

Identification of Response: Each Respondent should ensure that its name, return address, e-mail address, the solicitation number and the closing date appear legibly on the outside of the response.

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



PART II: QUESTIONS FOR INDUSTRY

The CBSA is seeking responses from the industry to the questions below. If a question is not relevant to your solution, please indicate that with an explanation regarding why the question is not relevant.

The CBSA requests that suppliers provide the following:

Corporate Profile

The industry responding to this RFI should provide the following information:

1. Company name, address, telephone & fax numbers and e-mail address.
2. Company contact name and telephone number.
3. Company background information (location of parent company, contact information for company representative and/or distributor in Canada if any, type of product sold and web site address.
4. Identify how long your company has been working with lightweight batons
5. Identify your relationship with the lightweight batons/supplier/manufacturer.

Table 1 – Overview Questions

ITEM No.	CBSA QUESTION	VENDOR RESPONSE
1.	Provide an overview of the attributes of your product and complete the technical specification sheet appended as Appendix B	
2.	Please identify any clients who are currently using your product(s) in a Law Enforcement setting	

Table 2 – Functional & Attribute Specific Questions

ITEM No.	CBSA QUESTION	VENDOR RESPONSE
3.	What are the current technical specifications for the light weight baton Including all materials used, overall weight, dimensions, extended as well as retracted and the performance characteristics?	
4.	What are the test methods that were used to determine the tensile strength, yield strength and core hardness of the baton? Please include in your response a copy of the most recent testing and indicate the test method.	



5.	Can the batons be engraved with a specified serial number?	
6.	What kind of engraver is used to engrave the serial numbers?	
7.	What font is used to engrave the serial numbers?	
8.	Can a request for a specific font be accommodated?	
9.	Is a thread locking system used on the machine threading for the attachment of the strike tip to the final shaft? If so, provide the brand of product used.	
10.	Would the light weight baton be equivalent to a standard weight baton in a locking force test or a side force test when fully extended?	
11.	Is this light weight baton suitable for use on duty or is it meant strictly for training purposes?	
12.	Please provide a table in your response outlining the differences between the light weight baton and standard weight baton.	

Alternative Suggestions

Do you have any suggestions and or concerns with respect to the questions listed in this document? If so, please outline your suggestion(s), concern(s) and any recommendations to resolve them.

Follow-up Activity

At its discretion, the CBSA may contact any respondents to request a demonstration of their product(s). In such cases the industry will be provided advance notification of the time, date and location of the meeting. The demonstration will be located in the National Capital Region. The exact location and timeframe will be detailed in the invite agenda: however, at no time will the session exceed four (4) hours in length.

The industry session will cover specific technical and general lightweight batons details based on the questions identified in this document. As such, representatives attending the session should include business and technical Subject Matter Experts (SMEs) in these areas. CBSA personnel with extensive experience with the general/operational use of lightweight batons will attend the presentation.

The industry must clearly identify which portions of their response are proprietary.



PART III: APPENDICES

APPENDIX A – LIGHTWEIGHT BATONS

Background

The CBSA has discovered there is a requirement for light weight equipment in order to lighten the load on the duty belts carried by Border Service Officers (BSO). One of the components of the duty belt is the defensive baton.

Current Environment

The light weight baton is a fairly new option for the BSO. Since it was not available in the past, information is required to create a valid purchase description for any future competitive processes that may be required.

Glossary and Acronyms

Term or Acronym	Definition
BSO	Border Service Officer
CBSA	Canada Border Services Agency
GoC	Government of Canada
RFI	Request for Information
SME	Subject Matter Expert



APPENDIX B – PRODUCT SPECIFICATION SHEET FOR LIGHTWEIGHT BATONS

Complete the technical specification sheet for your product. For each detail, identify **MET** or **NOT MET or NA if not applicable**, in the appropriate column. Should you wish to include any additional related information, add a line, where applicable.. A CBSA Minimum Requirements column has been included for your reference.

CHARACTERISTICS	CBSA MINIMUM REQUIREMENTS	INDICATE MET/NOT ME OR NA	INSERT SPECIFICATIONS FOR YOUR PRODUCT
PHYSICAL CHARACTERISTICS			
Dimension	Must fit into the authorized CBSA duty scabbard (Safariland Model 135 and Model 35)		
Weight	Less than 460 gr		
Length	51 cm (plus or minus 2.5 cm)		
PERFORMANCE CHARACTERISTICS			
	Functions in extreme environment		
	Collapsible		
	Must lock into extended position		
	Retractable		
USER ENVIRONMENT			
	To be used by Law Enforcement Officers while on duty.		
OTHER:			
Warranty			