



Return Bids to :

Retourner Les Soumissions à :
Natural Resources Canada

raymond.thai@NRCan-RNCan.gc.ca

**Request for Proposal (RFP)
Demande de proposition (DDP)**

Proposal To: Natural Resources 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 à: Ressources Naturelles 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

Issuing Office – Bureau de distribution

Finance and Procurement Management
Branch
Natural Resources Canada
580 Booth Street, 5th Floor
Ottawa, Ontario
K1A 0E4

Title – Sujet	
NORTHERN CANADA LOW-TEMPERATURE THERMOCHRONOLOGY DATA MINING AND RELATIONAL DATABASE CONSTRUCTION	
Solicitation No. – No de l’invitation	Date
NRCan-5000060606	August 11, 2021
Requisition Reference No. - N° de la demande	
5000060606	
Solicitation Closes – L’invitation prend fin	
at – à 02:00 PM (Eastern Daylight Savings Time (EDT)) on – le September 20, 2021	
Address Enquiries to: - Adresse toutes questions à:	
raymond.thai@NRCan-RNCan.gc.ca	
Telephone No. – No de telephone	
(343) 543-7427	
Destination – of Goods and Services: Destination – des biens et services:	
As specified herein.	
Security – Sécurité	
There is no security requirements associated with this requirement.	
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l’entrepreneur	
Telephone No.:- No. de téléphone: Facsimile No.: - No. de télécopieur:	
Name and Title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/de l’entrepreneur (taper ou écrire en caractères d’imprimerie)	
Signature	Date



TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION 4

1.1 INTRODUCTION4

1.2 SUMMARY.....4

1.3 DEBRIEFINGS.....5

PART 2 - BIDDER INSTRUCTIONS 6

2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS6

2.2 SUBMISSION OF BIDS.....6

2.3 ENQUIRIES - BID SOLICITATION7

2.4 APPLICABLE LAWS.....7

2.5 IMPROVEMENT OF REQUIREMENT DURING SOLICITATION PERIOD7

2.6 BASIS FOR CANADA’S OWNERSHIP OF INTELLECTUAL PROPERTY8

PART 3 - BID PREPARATION INSTRUCTIONS 9

3.1 BID PREPARATION INSTRUCTIONS9

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION 11

4.1 EVALUATION PROCEDURES11

4.2 BASIS OF SELECTION11

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION 12

PART 6 - SECURITY AND OTHER REQUIREMENTS 18

6.1 SECURITY REQUIREMENTS18

PART 7 - RESULTING CONTRACT CLAUSES 19

7.1 STATEMENT OF WORK19

7.2 STANDARD CLAUSES AND CONDITIONS.....19

7.3 DISPUTE RESOLUTION.....19

7.4 SECURITY REQUIREMENTS20

7.5 TERM OF CONTRACT.....20

7.6 COMPREHENSIVE LAND CLAIMS AGREEMENTS (CLCAs)20

7.7 AUTHORITIES20

7.8 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....21

7.9 PAYMENT21

7.10 INVOICING INSTRUCTIONS.....22

7.11 CERTIFICATIONS.....22

7.12 APPLICABLE LAWS.....23

7.13 PRIORITY OF DOCUMENTS23

7.14 FOREIGN NATIONALS (CANADIAN OR FOREIGN CONTRACTOR).....23

7.15 INSURANCE.....23

7.16 CONTRACT ADMINISTRATION23

ANNEX “A” - STATEMENT OF WORK 24

ANNEX “B” - BASIS OF PAYMENT 29

APPENDIX “#1” - EVALUATION CRITERIA 30

APPENDIX “#2” – FINANCIAL PROPOSAL FORM 36



The Articles contained in this document are mandatory in their entirety, unless otherwise indicated. Acceptance of these Articles, in their entirety, as they appear in this document, is a Mandatory requirement of this RFP. Suppliers submitting a proposal containing statements implying that their proposal is conditional on modification of these clauses or containing terms and conditions that purport to supersede these clauses or derogate from them will be considered non-responsive.

Bidders with concerns regarding the provisions of the Bid Solicitation document (including the Resulting Contract Clauses) should raise such concerns in accordance with the Enquiries provision of this RFP.



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 to be provided;

Part 6 Security 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, and the Basis of Payment.

The Appendixes include the Evaluation Criteria and the Financial Proposal Form.

1.2 Summary

By means of the RFP, Natural Resources Canada (NRCan) is seeking proposals from bidders for the requirement (Northern Canada Low-Temperature Thermochronology Data Mining and Relational Database Construction). This aims to:

- 1) Data mine all published low-temperature thermochronology data and corresponding metadata within the Geo-Mapping for Energy and Minerals (GEM)-GeoNorth program footprint (Attachment #1 to Annex "A")
- 2) Develop a standalone relational database to host low-temperature thermochronology data for the Geological Survey of Canada (GSC), populated with publically available low-temperature thermochronology data from northern Canada (see footprint in Attachment #1 to Annex "A").

Contract Period: From Date of Contract Award – March 31, 2022.

Delivery Point: 601 Booth Street, Ottawa, ON K1A 0E8 (email to the project authority).



1.2.1 Trade Agreements

The requirement is subject to the provisions of the:

- Canadian Free Trade Agreement (CFTA)
- Canada-Chile Free Trade Agreement (CCFTA)
- Canada-Columbia Free Trade Agreement (CCoFTA)
- Canada-Honduras Free Trade Agreement (CHFTA)
- Canada-Korea Free Trade Agreement (CKFTA); and
- Canada-Panama Free Trade Agreement (CPaFTA)

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within fifteen (15) working days from receipt of the results of the bid solicitation process. The debriefing will be done in writing, by email.



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 with the modifications to the text below. If there is a conflict between the provisions of 2003 and this document, this document prevails.

- **In the complete text content (except Section 1 and 3) Delete:** Public Works and Government Services Canada” and **Insert:** “Natural Resources Canada.” **Delete:** “PWGSC” and **Insert:** “NRCan”
- **Section 2: Delete:** “Suppliers are required to” and **Insert:** “It is suggested that suppliers”
- **Subsection 1 of Section 8: Delete entirely**
- **Under Subsection 2 of Section 20:** Not applicable

2.2 Submission of Bids

Bidders must submit all proposals electronically. Given the current constraints on NRCan’s networks, the electronic mail system has a limit of 1GB per single message received and a limit of 20GB per conversation. Bidders are asked to contact the Contracting Authority to confirm receipt of their bid. NRCan encourages bidders to submit all bids earlier than the closing time in order to ensure sufficient time to be received in NRCan’s server.

It is the Bidders responsibility to ensure that proposals are sent to the following e-mail address, by the time and date indicated on page 1 of this RFP document.

- Send proposals to this email address: raymond.thai@NRCan-RNCan.gc.ca
- Contact the **Contracting Authority (Raymond Thai)** at 343-543-7427 by either **telephone call or email** for receipt of bid confirmation.

IMPORTANT

It is requested that you write the following information in “Subject” of the e-mail:

NRCan – 5000060606 – Northern Canada Low-Temperature Thermochronology Data Mining and Relational Database Construction

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



NRCan will not assume responsibility for proposals directed to any other location.

The onus is on the Bidder to ensure that the proposal is submitted correctly to the above address. Not complying with the above instructions may result in NRCan's inability to ascertain reception date and/or to consider the bid prior to contract award. Therefore, NRCan reserves the right to reject any proposal not complying with these instructions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **seven (7)** calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

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

2.5 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 **seven (7)** days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.



2.6 Basis for Canada's Ownership of Intellectual Property

Natural Resources Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following reason: as set out in the [Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts](#)

Where the main purpose of the Crown Procurement Contract, or the deliverables contracted for, is:

- To generate knowledge and information for public dissemination.



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (1 PDF File)

Section II: Financial Bid (1 PDF File) in a separate file and document

Section III: Certifications (1 PDF File) in a separate file and document

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

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

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

Section I: Technical Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. 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.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Financial Proposal Form in Appendix #2. The total amount of Applicable Taxes must be shown separately.

Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation



Section III: Certifications

Bidders must submit the certifications required under Part 5.



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

Mandatory and point rated technical evaluation criteria are included in Appendix #1 – Evaluation Criteria.

4.1.2 Financial Evaluation

Mandatory financial criteria are included in Appendix #1 – Evaluation Criteria.

4.2 Basis of Selection

4.2.1 Highest Rated Within Budget

- 1. To be declared responsive, a bid must:
 - a. Comply with all the requirements of the bid solicitation;
 - b. Meet all mandatory technical criteria; and
 - c. Comply with the maximum funding requirement.

The **maximum funding available** for the Contract resulting from the bid solicitation is **\$150,000.00** (Applicable Taxes extra). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

Bids not meeting (a) or (b) or (c) will be declared non responsive. The responsive bid with the highest number of points will be recommended for award of a contract, provided that the total evaluated price does not exceed the budget available for this requirement.



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 \(https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/25#integrity-provisions\)](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/25#integrity-provisions), 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.

5.2 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.

- Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder or, in the case of a private company, the owners of the company.



- Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).
- Bidders bidding as partnerships do not need to provide lists of names.

Name of Bidder: _____

OR

Name of each member of the joint venture:

Member 1: _____

Member 2: _____

Member 3: _____

Member 4: _____

Identification of the administrators/owners:

SURNAME	NAME	TITLE

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.

5.2.3 Status and Availability of Resources



The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability.

5.2.4 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

5.2.5 Former Public Servant

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

Definitions

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



- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

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

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

Former Public Servant in Receipt of a Pension

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

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

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

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

- a. name of former public servant; _____



b. conditions of the lump sum payment incentive;

c. date of termination of employment;

d. amount of lump sum payment; _____

e. rate of pay on which lump sum payment is based; _____

f. period of lump sum payment including:

- start date _____
- end date _____
- and number of weeks _____

g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

Professional fees	Amount
_____	_____
_____	_____

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



5.2.6 Aboriginal Designation

Who is eligible?

- a) An Aboriginal business, which can be:
- i. a band as defined by the Indian Act
 - ii. a sole proprietorship
 - iii. a limited company
 - iv. a co-operative
 - v. a partnership
 - vi. a not-for-profit organization

in which Aboriginal persons have at least 51 percent ownership and control,

OR

- b. A joint venture consisting of two or more Aboriginal businesses or an Aboriginal business and a non-Aboriginal business(es), provided that the Aboriginal business(es) has at least 51 percent ownership and control of the joint venture.

When an Aboriginal business has six or more full-time employees at the date of submitting the bid, at least thirty-three percent of them must be Aboriginal persons, and this ratio must be maintained throughout the duration of the contract.

The bidder must certify in its submitted bid that it is an Aboriginal business or a joint venture constituted as described above.

- Our Company is NOT an Aboriginal Firm, as identified above.
- Our Company is an Aboriginal Firm, as identified above.

Signature of Authorized Representative

Date



PART 6 - SECURITY AND OTHER REQUIREMENTS

6.1 Security Requirements

There are no security requirements associated with this requirement.



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" and the Contractor's technical bid entitled _____, dated _____. *(to be completed at contract award)*

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>) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2010B (2020-05-28), General Conditions – Professional Services - Medium Complexity, apply to and form part of the Contract.

- As applicable, replace references to Public Works and Government Services Canada (PWGSC) with Natural Resources Canada (NRCan).

7.2.2 Supplemental General Conditions

The following clauses apply to this contract:

4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information.

7.3 Dispute Resolution

Mediation

If a dispute arising from this contract cannot be settled amicably through negotiation, then the parties agree in good faith to submit the dispute to mediation as administered by the Arbitration and Mediation Institute of Canada Inc. (AMIC). The parties acknowledge receipt of the rules of AMIC. The cost of mediation shall be borne equally by the parties.

Arbitration

If the parties cannot resolve the dispute through mediation within sixty (60) days, the parties agree to submit the dispute to arbitration pursuant to the Commercial Arbitration Act (Canada). The party requesting such arbitration shall do so by written notice to the other party/parties. The cost of the arbitration and fees of the arbitrator shall be borne equally by the parties. The arbitration shall take place in the city where the contractor carries on business before a single arbitrator to be chosen jointly by the parties. If the parties cannot agree on the choice of arbitrator within thirty (30) days of written



notice to submit the dispute to arbitration, each party will choose a representative who will select the arbitrator.

The parties may determine the procedure to be followed by the arbitrator in conducting the proceedings, or may ask the arbitrator to do so. The arbitrator shall issue a written award within thirty (30) days of hearing the parties. The award may be entered in any court having jurisdiction and enforced as a judgment of that court.

Meaning of "Dispute"

The parties agree that the word "dispute" in this clause refers to a dispute of fact or of law, other than a dispute of public law.

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request or consent of the parties to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term and condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.

7.4 Security Requirements

7.4.1 There is no security requirement applicable to this Contract.

7.5 Term of Contract

7.5.1 Period of the Contract

The period of the Contract is from date of Contract Award to **March 31, 2022**.

7.6 Comprehensive Land Claims Agreements (CLCAs)

The Contract is not subject to any Comprehensive Land Claims Agreements.

7.7 Authorities

7.7.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: **Raymond Thai**
Title: Procurement Specialist
Organization: Natural Resources Canada
Address: 580 Booth Street, Ottawa, ON K1A 0E4
Cellphone: 343-543-7427
E-mail address: raymond.thai@NRCan-RNCan.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.

7.7.2 Project Authority *(to be provided at contract award)*

The Project Authority for the Contract is:

Name:

Title:

Organization:

Address:

Telephone:

E-mail address:

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

7.7.3 Contractor's Representative *(to be provided at contract award)*

Name:

Title:

Organization:

Address:

Telephone:

E-mail address

7.8 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: 2012-2 of the Treasury Board Secretariat of Canada.

7.9 Payment

7.9.1 Basis of Payment – Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex "B" for a cost of \$ _____ *(to be provided at contract award)*. Customs duties are included and Applicable Taxes are extra.



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

7.9.2 Method of Payment

Milestone Payments

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. an accurate and complete claim for payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

7.10 Invoicing Instructions

Due to Covid-19, NRCan will only accept invoices as follows:

E-mail:

nrcan.invoiceimaging-servicedimageriedesfactures.nrcan@canada.ca

Note: Attach "PDF" file. No other formats will be accepted

Please do not submit invoices using more than one method as this will not expedite payment.

Invoices and all documents relating to a contract must be submitted on the Contractor's own form and shall bear the Contract number: _____ (to be provided at contract award)

Invoicing Instructions to suppliers: <http://www.nrcan.gc.ca/procurement/3485>

7.11 Certifications

7.11.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.



7.12 Applicable Laws

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

7.13 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 **4007** (2010-08-16) - Canada to Own Intellectual Property Rights in Foreground Information);
- (c) the general conditions **2010B** (2020-05-28), Professional Services - Medium Complexity;
- (d) Annex "A", Statement of Work;
- (e) Annex "B", Basis of Payment;
- (f) the Contractor's bid dated _____, *(to be inserted at contract award)*

7.14 Foreign Nationals (Canadian or Foreign Contractor)

SACC Manual clause **A2000C** (2006-06-16) Foreign Nationals (Canadian Contractor)

OR

SACC Manual clause **A2001C** (2006-06-16) Foreign Nationals (Foreign Contractor)

7.15 Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

7.16 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by *[the supplier or the contractor or the name of the entity awarded this contract]* respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa.opo.gc.ca.



ANNEX “A” - STATEMENT OF WORK

SW1.0 TITLE

NORTHERN CANADA LOW-TEMPERATURE THERMOCHRONOLOGY DATA MINING AND RELATIONAL DATABASE CONSTRUCTION

SW2.0 BACKGROUND

Low-temperature thermochronology is a rapidly advancing field of geochronology that identifies the temperature-time history of geological processes that occur at upper crustal temperature regimes (< 200°C). Low-temperature thermochronology methods, including fission-track and uranium-thorium/helium (U-Th/He) dating, have become increasingly popular over the last 20 years and have been incorporated by academia, industry and Geological Survey of Canada (GSC) scientists into numerous Canadian geoscience studies. However, since these data are not analyzed by the GSC’s Geochronology Laboratories, they have not historically been captured by the GSC’s Canadian Geochronology Knowledgebase (CGKB). Unlike most other geochronology data, which are more easily represented as point data on a map, the value of low-temperature thermochronology data are obtained upon incorporation into thermal history numerical models, resulting in interpreted time-temperature histories for dated samples. The limited low-temperature thermochronology data that are captured by the CGKB are incomplete records, and lack the comprehensive raw data tables required for numerical thermal history modelling. Consequently, a relational database is required that is capable of capturing all raw data and metadata (fission track: single grain ages, track lengths, kinetics, grain chemistry; (U-Th)/He: individual grain ages, grain dimensions and chemistry).

SW3.0 OBJECTIVES

By means of this requirement, Natural Resources Canada (NRCan) is looking to Contract with a company that specializes in low-temperature thermochronology data mining and management to: 1) data mine all published low-temperature thermochronology data and corresponding metadata within the Geo-Mapping for Energy and Minerals (GEM)-GeoNorth program footprint (Attachment #1 to Annex “A”); 2) develop a standalone relational database to host low-temperature thermochronology data for the GSC, populated with publically available low-temperature thermochronology data from northern Canada (see footprint in Attachment #1 to Annex “A”). Data mining will include all published zircon and apatite (U-Th)/He, apatite fission track data, but the database should be capable of capturing other low-temperature thermochronological data types as needed (e.g. zircon fission track, spinel (U-Th)/He).

SW4.0 PROJECT REQUIREMENTS

SW4.1 Tasks, Deliverables, Milestones and Schedule

Tasks

- 1) Develop data models for a low-temperature thermochronology relational database in collaboration with the project authority. Data models must accommodate various low-temperature thermochronometers (fission track; (U-Th)/He) and relevant analytical data and metadata, including: a) all measurements required to calculate ages using both the external



detector and laser ablation-inductively coupled plasma-mass spectrometry methods for fission track dating. The data model must be built to include data fields for the sample (e.g. pooled/central age, mean track length and their errors and level of error; chi-square test; mean kinetic parameter; zeta-factor; chemical etchant; etc.) as well as individual grains (e.g. grain fission track age; individual fission track length measurements; measured kinetic parameter; etc.). Kinetic parameters to be captured should include: a) compositional measurements (elemental data for r_{mro} ; Cl wt%) and Dpar; b) all raw and corrected data required to calculate (U-Th)/He ages, including single grain measurements of composition (U, Th, Sm, He), age (raw measured, and corrected for alpha ejection), dimensions (width1, width2, length, geometry, equivalent spherical radius, alpha-ejection correction); c) pertinent meta-data, such as sample number, laboratory, analyst, standard used in analytical run, geographic coordinates and geographic coordinate system, lithology, stratigraphy, corresponding thermal maturity data (including subsurface well temperatures and organic thermal maturity parameters), geologic province of Canada, references, etc. as agreed upon in working group discussions

- 2) Create a compilation of publically available apatite fission track and apatite and zircon (U-Th)/He low-temperature thermochronology data from northern Canada (see footprint in Attachment #1 to Annex "A"). Data mine and digitize low-temperature thermochronology data from journal articles, supplementary information documents, data repositories, student theses, etc. Format of mined data must match fields for relational database and Geological Survey of Canada database management norms and naming conventions will be provided to the Contractor through email and are partly accessible through <https://www.nrcan.gc.ca/maps-tools-publications/tools/geodetic-reference-systems/canadian-geochronology-knowledgebase/18211#cgkb>.
- 3) Build/populate relational database of low-temperature thermochronology data from northern Canada (see footprint in Attachment #1 to Annex "A"). Database must be queryable, and permit importing and exporting of thermochronology data. The Contractor will provide NRCan working group with basic training to import/export data.

Tasks	Milestones	Deliverables	Time Schedule
Task 1: Develop fission track and (U-Th)/He data model	#1	Deliverable 1. Report describing the apatite fission track and (U-Th)/He thermochronology data models	Final deliverables due by March 31 st , 2022
Task 2: Compile publically available apatite fission track and apatite and zircon (U-Th)/He low-temperature	#2	Deliverable 2. Report outlining results from low-temperature thermochronology data compilation	Final deliverables due by March 31 st , 2022



Task 3: Build/populate relational database containing low-temperature thermochronology Canada	#3	Deliverable 3. Contractor will provide NRCan with a standalone, open source (with relevant annotation) relational database populated with compiled low-temperature thermochronology data from northern Canada, and accompanying explanatory report.	Final deliverables due by March 31 st , 2022
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SW4.2 Reporting Requirements

The Contractor must agree to an initial meeting following awarding of the contract, bi-weekly meetings throughout the term of the contract, and a final meeting to discuss project wrap-up. The Contractor will provide the Project Authority with a written report detailing the finalized data models following the conclusion of the first stage outlined in SW.4.1.

SW4.3 Method and Source of Acceptance

All deliverables and services rendered under any contract are subject to inspection by the Project Authority. The Project Authority shall have the right to reject any deliverables that are not considered satisfactory, or require their correction before payment will be authorized.

SW4.4 Specifications and Standards

Contractor will provide NRCan with a standalone, open source (with relevant annotation) relational database populated with compiled low-temperature thermochronology data from northern Canada, and accompanying explanatory report. Database must be queryable, and permit importing and exporting of thermochronology data.

SW5.0 OTHER TERMS AND CONDITIONS OF THE SOW

SW5.1 Contractors Obligations

In addition to the obligations outlined in Section 4 of this Statement of Work, the Contractor must:

1. Submit all written reports in Microsoft Word or unsecured PDF formats; and
2. Participate in teleconference meetings with stakeholders, as needed.

SW 5.2 NRCan’s Obligations

NRCan will:



1. Provide access to a staff member who will be available to coordinate activities and access to publically available publications, reports, studies, and theses ALL to be provided through email;
2. Provide comments on data models and compilation datasets within five (5 working days) and/or, provide other assistance or support.

SW 5.3 Location of Work, Work Site and Delivery Point

All work will be conducted at the Contractor's place of business and delivered to the Project Authority digitally (through email).

SW 5.4 Language of Work

All work will be conducted at the Contractor's place of business and delivered to the Project Authority digitally (through email).



SW6.0 APPLICABLE DOCUMENTS AND GLOSSARY

SW6.1 Applicable Documents

Map illustrating the GEM-GeoNorth footprint available as Attachment #1 to Annex "A"

SW6.2 Relevant Terms, Acronyms and Glossaries

GSC = Geological Survey of Canada

NRCan = Natural Resources Canada

Low-temperature thermochronology = a field of geological sciences that studies the thermal history of rocks at low temperatures in the Earth's upper crust using radiometric dating methods

Zircon, apatite = accessory mineral phases used in low-temperature thermochronology studies

Fission track dating = a low-temperature thermochronology radiometric dating method that measures the damaged zones produced via spontaneous fission of uranium

(U-Th)/He = uranium-thorium/helium dating. A low-temperature thermochronology method that measures the amount of radiogenic helium (He) relative to parent isotopes uranium (U) and thorium (Th)

rmr0 = reduced fission-track length of a more resistant apatite in a sample at the time and temperature that a less resistant apatite from that sample is totally annealed. Applies to "multikinetic" fission track studies.

Cl wt% = weight percent chlorine

DPar = etch pit diameter

U = uranium

Th = thorium

He = helium

Sm = samarium



ANNEX "B" - BASIS OF PAYMENT

(to be completed at contract award)



APPENDIX “#1” - EVALUATION CRITERIA

The Mandatory Criteria listed below will be evaluated on a simple pass/fail basis. Proposals which fail to meet the mandatory criteria will be deemed non-responsive.

Bidders are advised to address each criterion in sufficient depth to permit a complete requisite analysis and assessment by the evaluation team. Proposals failing to adequately respond to the mandatory criteria may be excluded from further consideration. The proposal should address each of the criteria in the order in which they appear.

Bidders are advised that only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the criteria will not be considered demonstrated for the purpose of this evaluation.

Bidders are requested to cross reference the mandatory technical and point-rated criteria in a concise format by using page, paragraph(s) & sub-paragraphs as applicable to their supporting technical documentation.

The Bidder should provide complete details as to where, when (month and year) and how (through which activities/ responsibilities) the stated qualifications/experience were obtained. Experience gained during formal education shall not be considered work experience. All criteria for work experience shall be obtained in a legitimate work environment as opposed to an educational setting. Co-op terms are considered work experience provided they are related to the required services.

Bidders are also advised that the month(s) of experience listed for a project whose time frame overlaps that of another referenced project will only be counted once. For example: project one time frame is July 2001 to December 2001; project two time frame is October 2001 to January 2002; the total months of experience for these two project references is seven (7) months.



MANDATORY TECHNICAL CRITERIA

Item	Mandatory Criteria	Proposal Page #
<p>M1</p>	<p>The Bidder must demonstrate their experience in the development of a low-temperature thermochronology data mining and relational database by providing two (2) project summaries, with each project completed within the past five (5) years from date of bid solicitation.</p> <p>Each project summary addresses ALL of the following information:</p> <ul style="list-style-type: none"> a) Name of client; b) Brief description of the type of services performed in the project; c) Duration of project; and d) Name, telephone number and/or email address of the client reference* to whom the Bidder reported to for each project summary. <p><i>*Canada reserves the right to contact the reference in order to substantiate the information provided.</i></p>	
<p>M2</p>	<p>The Bidder must propose a minimum of one (1) individual in the proposed team that possesses academic expertise in low-temperature thermochronology, demonstrated by providing one (1) of the following:</p> <ul style="list-style-type: none"> a) A copy of the Curriculum Vitae (CV) referencing a Master of Science (M.Sc.) or higher level thesis* involving fission track and/or (U-Th)/He low-temperature thermochronology methods <p>OR</p> <ul style="list-style-type: none"> b) A copy of a scientific publication** that incorporates fission track and/or (U-Th)/He low-temperature thermochronology methods <p><i>*Includes the thesis title, year of completion and institution</i></p> <p><i>**Proposed individual must be first author of the publication</i></p>	



Item	Mandatory Criteria	Proposal Page #
M3	<p>The Bidder must propose a minimum of one (1) individual in the proposed team that possesses academic expertise OR a minimum of three (3)* years of work experience in data management, demonstrated by providing one (1) of the following:</p> <ul style="list-style-type: none">a) A copy of a Graduate level diploma involving data management, data science, or data analytics <p>OR</p> <ul style="list-style-type: none">b) A copy of a Curriculum Vitae (CV) that outlines work experience in data management, and provides reference to projects that involve the construction of data models and relational databases <p>*Within the last five (5) years from date of bid solicitation closing.</p>	
M4	<p>The Bidder must provide, within the technical proposal, a project work plan that identifies the following:</p> <ul style="list-style-type: none">• Names and titles of all proposed team members; and• How the timelines as indicated under SW4.1 of the Statement of Work (SOW) in Annex "A" will be achieved.	



POINT RATED CRITERIA

The criteria contained herein will be used by NRCan to evaluate each proposal that has met all of the mandatory criteria.

Proposals will be evaluated based on the following criteria:

Item	Point Rated Technical Criteria	Points Breakdown	Maximum Points
R1	<p>Thermochronology expertise of proposed team</p> <p>The Bidder’s proposed team should possess a minimum of one (1) individual that has completed a Doctor of Philosophy – Ph.D thesis* involving fission track and/or (U-Th)/He low-temperature thermochronology methods</p> <p>AND/OR</p> <p>Have, in their combined publication record, completed a minimum of two (2) scientific publications** that incorporate fission track and/or (U-Th)/He low-temperature thermochronology methods</p> <p>*Includes the thesis title, year of completion and institution</p> <p>**Proposed individuals of the team should be the first or second author of the publications</p>	<p>Point-Rated Criterion (R1) can also be evaluated against Mandatory Criterion (M1)</p> <p>A maximum of ten (10) points will be awarded.</p> <p>The Bidder’s proposed individual completed a Ph.D thesis involving fission-track and/or (U-Th)/He low-temperature thermochronology – 5 pts</p> <p>AND/OR</p> <p>Two (2) scientific publications provided – 2 pts</p> <p>Three (3) scientific publications provided – 3 pts</p> <p>Four (4) scientific publications provided – 4 pts</p> <p>Five (5) scientific publications provided – 5 pts</p>	10



<p>R2</p>	<p>Bidder’s proposed project work plan</p> <p>The Bidder’s proposed project work plan should contain the following:</p> <ul style="list-style-type: none"> • A brief description on how the Bidder previously digitized data tables and figures, where necessary, from scientific publications ; and/or • A description of how the Bidder plans to digitize fission track length distributions from histograms when data tables are not provided. 	<p>Point-Rated Criterion (R2) can also be evaluated against Mandatory Criterion (M4)</p> <p>A maximum of ten (10) points will be awarded.</p> <p>A description on how the Bidder previously digitized data tables and figures, where necessary, from scientific publications – 5 pts</p> <p>A description of how the Bidder plans to digitize fission track length distributions from histograms when data tables are not provided. – 5 pts</p>	<p>10</p>
<p>R3</p>	<p>Feasibility of the Bidder’s proposed project work plan in M4</p> <p>The feasibility of the Bidder’s proposed project work plan should be evidenced by the following:</p> <ul style="list-style-type: none"> • An illustration detailing how individual tasks as outlined in Annex “A” – Statement of Work (SOW) will be met (Gantt Chart, Project Management timeline, Project network diagram, and/or Flowchart) • A description of the roles and responsibilities for each proposed team members within the context of the project 	<p>Point-Rated Criterion (R3) can also be evaluated against Mandatory Criterion (M4)</p> <p>A maximum of ten (10) points will be awarded.</p> <p>An illustration detailing how individual tasks as outlined in Annex “A” – Statement of Work (SOW) will be met (Gantt Chart, Project Management timeline, Project network diagram, and/or Flowchart) – 5 pts</p> <p>A description of the roles and responsibilities for each proposed team members within the context of the project – 5 pts</p>	<p>10</p>
<p>Total Points Available</p>			<p>30</p>



MANDATORY FINANCIAL CRITERIA

The maximum funding available for the Contract resulting from the bid solicitation is **\$150,000.00** (Applicable Taxes extra). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

Any bids received in excess of this maximum funding will be automatically deemed non-responsive and will not be evaluated.

Item	Mandatory Criteria	Proposal Page #
MF1	The total cost of the Bidder's financial proposal must not exceed \$150,000.00 (Canadian funds)	



APPENDIX “#2” – FINANCIAL PROPOSAL FORM

Firm Price – Milestone Payments

Bidder tendered all-inclusive firm price to perform the work is Canadian funds, applicable taxes excluded. Any Travel and Living Expenses and other miscellaneous expenses must be included in the firm price.

Task #	Milestone #	Description of Milestone	Firm Price (Applicable Taxes Excluded)
1	1	Deliverable 1. Report describing the apatite fission track and (U-Th)/He thermochronology data models By: March 31, 2022.	\$ _____
2	2	Deliverable 2. Report outlining results from low-temperature thermochronology data compilation By: March 31, 2022.	\$ _____
3	3	Deliverable 3. Contractor will provide NRCan with a standalone, open source (with relevant annotation) relational database populated with compiled low-temperature thermochronology data from northern Canada, and accompanying explanatory report. By: March 31, 2022.	\$ _____
Total Firm Price for Financial Proposal Evaluation:			\$ _____