



**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, Québec K1A 0S5
Bid Fax: (819) 997-9776

**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 Handheld Barcode Scanners	
Solicitation No. - N° de l'invitation 5P047-210303/A	Date 2021-11-18
Client Reference No. - N° de référence du client 5P047-210303	
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-465-80597	
File No. - N° de dossier hn465.5P047-210303	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 2021-12-09 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Nadeau, Alexandra	Buyer Id - Id de l'acheteur hn465
Telephone No. - N° de téléphone (819) 420-2859 ()	FAX No. - N° de FAX (819) 953-4944
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

Electrical & Electronics Products Division
L'Esplanade Laurier
East Tower, 4th floor,
Ottawa
Ontario
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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	2
1.1 SECURITY REQUIREMENTS	2
1.2 REQUIREMENT	2
1.3 DEBRIEFINGS	2
1.4 EPOST CONNECT SERVICE	2
PART 2 - BIDDER INSTRUCTIONS	3
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	3
2.2 SUBMISSION OF BIDS	3
2.3 ENQUIRIES - BID SOLICITATION	3
2.4 APPLICABLE LAWS	4
2.5 BID CHALLENGE AND RECOURSE MECHANISMS	4
PART 3 - BID PREPARATION INSTRUCTIONS	5
3.1 BID PREPARATION INSTRUCTIONS	5
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	7
4.1 EVALUATION PROCEDURES	7
4.2 PROOF OF PROPOSAL TESTING FOR TOP RANKED BID	8
4.3 BASIS OF SELECTION	9
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	10
5.1 CERTIFICATIONS REQUIRED WITH THE BID	10
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	10
PART 6 - RESULTING CONTRACT CLAUSES	14
6.1 SECURITY REQUIREMENTS	14
6.2 REQUIREMENT	14
6.3 STANDARD CLAUSES AND CONDITIONS	14
6.4 TERM OF CONTRACT	19
6.5 AUTHORITIES	20
6.6 PAYMENT	21
6.7 INVOICING INSTRUCTIONS	21
6.8 CERTIFICATIONS AND ADDITIONAL INFORMATION	22
6.9 APPLICABLE LAWS	22
6.10 PRIORITY OF DOCUMENTS	22
6.11 SACC MANUAL CLAUSES (DELIVERY)	22
6.12 DISPUTE RESOLUTION	23
ANNEX A - STATEMENT OF REQUIREMENT	24
ANNEX B - BASIS OF PAYMENT	28
ANNEX C - MANDATORY TECHNICAL CRITERIA	30
FORM A - BID SUBMISSION FORM	34

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

There is no security requirement associated with the requirement.

1.2 Requirement

Parks Canada Agency has a requirement for the supply and delivery of handheld barcode scanners to be delivered to Gatineau, QC.

The Contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated herein at Annex A – Statement of Requirement.

1.2.1 Delivery Requirement

Delivery is requested to be completed by March 31, 2022.

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 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 epost Connect service

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.

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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

2.1.1 SACC Manual Clauses

SACC Reference ID	Title	Date
B1000T	Condition of Material	2014-06-26

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.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

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

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) 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 Bid Challenge and Recourse Mechanisms

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

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

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Due to the nature of the Request for Proposal, transmission of bids by mail/courier to PWGSC Bid Receiving Unit (BRU) will not be accepted.

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

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

The technical bid must address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. 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.

The technical bid consists of the following:

- 1) Bid Submission Form (Form A):** Bidders are requested to include the Bid Submission Form with their bids. It provides a common form in which bidders can provide information required for evaluation and contract award. Using the form to provide this information is not mandatory, but it is recommended. If Canada determines that the information required by the Bid Submission Form is incomplete or requires correction, Canada will provide the bidder with an opportunity to do so.
- 2) Substantiation of Technical Compliance:** The technical bid must substantiate the compliance of the bidder and its proposed solution with the specific articles identified in Annex C – Mandatory Technical Criteria. The substantiation may either be a written description of the specifications of the handheld barcode scanner and/or the inclusion of specification sheets to substantiate how the handheld barcode scanner meets the mandatory requirements. Simply indicating that the bidder or its proposed solution or product complies is not sufficient.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Annex B - Basis of Payment.

3.1.1 Exchange Rate Fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

3.1.2 Electronic Payment of Invoices – Bid (Bidder to complete)

If you are willing to accept payment of invoices by Electronic Payment Instruments, identify which ones are accepted.

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Wire Transfer (International Only);

If none are chosen, 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.

Section III: Certifications

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

Section IV: Additional Information

3.1.3 Delivery Offered (Bidder to complete)

While delivery is requested as indicated above, the best delivery that could be offered is _____.

3.1.4 Contractor Representatives (Bidder to complete)

Name and telephone number of the person responsible for:

General enquiries

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Delivery follow-up

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Technical support for troubleshooting minor issues (Telephone, email, or web-based)

Name: _____
Telephone: _____
E-mail: _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

Bidders should address the evaluation criteria in sufficient depth in their bid. Simply repeating the statement contained in the solicitation document is not sufficient. Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

4.1.1.1 Mandatory Technical Criteria

The following Mandatory requirements must be submitted with the bid for evaluation

- Technical compliance with all mandatory criteria as detailed in Annex C – Mandatory Technical Criteria.

4.1.2 Financial Evaluation

The following Mandatory factors will be taken into consideration in the evaluation of each bid: Compliance with Pricing Basis.

The bid price will be determined by processing items at Annex B – Basis of payment as follows:

- a. Sum of all items total price (unit price x qty.).

4.1.2.1 Pricing Basis

The Bidder must quote firm unit prices in Canadian dollars, DDP Delivered Duty Paid (Gatineau, QC), Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included, as applicable.

4.2 Proof of Proposal Testing for Top Ranked Bid

Following the mandatory technical evaluation and the financial evaluation, Canada will determine the lowest compliant bidder who will be ranked the top bid and will move forward in the evaluation process for further consideration to determine, through the Proof of Proposal testing, if their proposed solution meets the mandatory requirements of the bid solicitation as described in Annex C.

The Bidder must, upon request from the Contracting Authority, provide **two (2)** samples to the Technical Authority, transportation charges prepaid, and without charge to Canada, within **five (5)** calendar days from the date of request. The samples submitted by the Bidder will be returned to the Bidder and will not be considered as part of the deliverables in any resulting contract. If the sample does not meet the requirements of the bid solicitation or the Bidder fails to comply with the request of the Contracting Authority, the bid will be declared non-responsive

Through the Proof of Proposal (PoP) test, Canada will test the Solution proposed in the top-ranked bid to confirm both that it will function as described in the bid and that it meets the technical functionality requirements described in the Statement of Requirements. The PoP test will take place at Government of Canada sites provided by Canada that recreate the technical environment described in the Statement of Requirements.

After being notified by the Contracting Authority, the Bidder will be given a maximum of **five (5)** calendar days to deliver their proposed Solution to the shipping address provided at time of notification. Canada will then conduct the PoP test. The PoP testing process will have a maximum duration of 4 weeks to be completed unless agreed to by all parties.

The hardware, software, and other components provided for the PoP must be identical to the proposed Solution. Canada will assume all costs related to the facilities provided, the required infrastructure and Canada employees. All Bidder costs, including delivery, shipping and return shipping of the Solution will be the responsibility of the Bidder.

The Bidder must provide technical resources to resolve any issues and correct any deficiencies discovered during the PoP testing. The technical resources must be available remotely via telephone and e-mail. Although testing will be completed by the Client, the Bidder must have at least one technical resource available via telephone and email to resolve any issues and correct any deficiencies discovered during the PoP testing. If required the Bidder may need to provide a technical resource on site for up to 5 working days during the POP testing. If the Bidder is unable to resolve any issues and correct any deficiencies discovered within 3 working days during the PoP testing, this will result in the proposed Solution being deemed NON COMPLIANT and no further evaluation will be conducted.

Canada will document the results of the PoP Test. If Canada determines that the proposed Solution does not meet any mandatory requirement of the bid solicitation as described in Annex C, the bid will fail the PoP Test and the bid will be deemed non-compliant.

If at any time during the PoP test, Canada determines that the proposed Solution by the Bidder does not meet a mandatory requirement of this RFP, the Bidder's proposal will fail the PoP test and the proposal will not be given further consideration. As a result of this assessment, the Bidder will be no longer compliant, the Proof of Proposal (PoP) Test process with the Bidder will end and the proposal will receive no further consideration, then the next top-ranked compliant Bidder will be selected for the PoP Test. This process will be repeated until there is a successful PoP Test.

In connection with the PoP testing, the Bidder grants to Canada a limited license to use the Bidder's proposed software Solution (if applicable) for testing and evaluation purposes.

4.3 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria, including the Proof of Proposal test, to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis of the total of Tables 1 and 2 in Annex B – Basis of Payment (Total A + Total B) will be recommended for award of a contract.

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 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 provided 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 General Environmental Criteria Certification (Bidder to complete)

The Bidder must select and complete one of the following two certification statements.

- a) The Bidder certifies that the Bidder is registered or meets ISO 14001.

 Bidders' Authorized Representative Signature

 Date

or

b) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

 Bidders' Authorized Representative Signature

 Date

5.2.3 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/canada/esdc-labour) 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.

5.2.4 Additional Certifications Precedent to Contract Award

5.2.4.1 Original Equipment Manufacturer (OEM) Certification

As part of the evaluation, Canada requires OEM Certifications for the goods and services being bid. If the bidder is itself the OEM, it must provide the certification entitled "OEM Certification – Bidder is the OEM of Products Bid". If the bidder is not the OEM, it must provide the certification entitled "OEM Certification – Bidder is not the OEM of Products Bid". If the Bidder is bidding products from multiple OEMs, a separate certification must be provided in respect of each OEM.

OEM Certification – Bidder is the OEM of Products Bid	
On behalf of the Bidder, I certify that the Bidder is itself the OEM of the products being bid in response to the Solicitation identified below.	
Solicitation Number	5P047-210303/A
Name of Bidder	
Signature of Bidder's Authorized	
Name of Bidder's Authorized Representative	
Date Signed	
If this Certification is limited to specific products or specific services, please provide details	

Note for Joint Venture Bidder: Where one of the members of the joint venture is the OEM, then this certification is required to be signed by that member of the joint venture.

OEM Certification – Bidder is not the OEM of Products Bid	
The OEM identified below authorizes the Bidder named below to provide its products and provide warranty service in relation to those products under the Contract issued as a result of the Solicitation identified below.	
Name of OEM	
Address of OEM	
Name of OEM's Authorized Representative	
Title of OEM's Authorized Representative	
Telephone Number of OEM's Authorized Representative	
Fax Number of OEM's Authorized	
Signature of OEM's Authorized Representative	
Date Signed	
Solicitation Number	5P047-210303/A
Name of Bidder	

Solicitation No. - N° de l'invitation
5P047-210303/A
Client Ref. No. - N° de réf. du client
5P047-210303

Amd. No. - N° de la modif.
File No. - N° du dossier
HN465. 5P047-210303

Buyer ID - Id de l'acheteur
HN465
CCC No./N° CCC - FMS No./N° VME

If this Certification is limited to specific products or specific services, please provide details	
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Note for Joint Venture Bidders: Certifications made by the OEM must name (as the Bidder) ALL members of the joint venture Bidder that will be involved in delivering or servicing that OEM's equipment in the performance of the Work, or the joint venture itself must be named (if the joint venture has been given a name).

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Requirement

The Contractor must supply and deliver the handheld barcode scanners to Gatineau QC for Parks Canada.

The Contractor must provide the goods and/or services in accordance with the technical requirements and in the quantities stated herein at Annex A – Statement of Requirement and Annex B – Basis of Payment.

6.2.1 SACC Manual Clauses

SACC Reference	Section	Date
B1501C	Electrical Equipment	2018-06-21
B7500C	Excess Goods	2006-06-16

6.2.2 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex B of the Contract under the same conditions and at the prices stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, in whole or in part, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) (2020-05-28), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

2010A 32 Anti-forced labour requirements

1. The Contractor represents and warrants that the Work is not mined, manufactured or produced wholly or in part by forced labour. Regardless of who acts as an importer, the Contractor must not during the performance of the Contract, directly or indirectly, deliver Work to Canada or import Work into Canada the importation of which is prohibited pursuant to ss. 136(1) of the *Customs Tariff Act* and tariff item No. 9897.00.00 of the *Customs Tariff – Schedule* (as amended from time to time), because it is mined, manufactured or produced wholly or in part by forced labour.
2. If a tariff classification determination is made under the *Customs Act* that the importation of the Work, or any part of the Work, is prohibited, the Contractor must immediately inform the Contracting Authority in writing. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Work or any part of the Work is classified under tariff item no. 9897.00.00 of the *Customs Tariff – Schedule* as mined, manufactured or produced wholly or in part by forced labour. If the Contractor is aware that the Work, or any part of the Work, is being or has been investigated regarding whether it is prohibited from entry pursuant to tariff item No. 9897.00.00, the Contractor must immediately inform the Contracting Authority in writing of that investigation.
3. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if it has reasonable grounds to believe the Work was mined, manufactured or produced in whole or in part by forced labour or linked to human trafficking. Reasonable grounds for making such a determination may include:
 - a. Findings or Withhold Release Orders issued by the United States Customs and Border Protection, under the US *Trade Facilitation and Trade Enforcement Act* (TFTEA) of 2015; or
 - b. Credible evidence from a reliable source, including but not limited to non-governmental organizations.
4. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of any of the following offences under the *Criminal Code* or the *Immigration and Refugee Protection Act*:

Criminal Code

 - i. section 279.01 (Trafficking in persons);
 - ii. section 279.011 (Trafficking of a person under the age of eighteen years);
 - iii. subsection 279.02(1) (Material benefit - trafficking);
 - iv. subsection 279.02(2) (Material benefit - trafficking of person under 18 years);
 - v. subsection 279.03(1) (Withholding or destroying documents - trafficking);
 - vi. subsection 279.03(2) (Withholding or destroying documents - trafficking of person under 18 years); or

Immigration and Refugee Protection Act

 - vii. section 118 (Trafficking in persons).

5. Canada may terminate the Contract for default in accordance with section 2010A 23 - Default by the Contractor if the Contractor has, in the past three years, been convicted of an offence in a jurisdiction other than Canada that, in Canada's opinion, is similar to any of the offences identified in paragraphs 4(i) to (vii).
6. For purposes of determining whether a foreign offence is similar to a listed offence, PWGSC will take into account the following factors:
 - i. in the case of a conviction, whether the court acted within its jurisdiction;
 - ii. whether the supplier was afforded the right to appear during the court's proceedings or to submit to the court's jurisdiction;
 - iii. whether the court's decision was obtained by fraud; or
 - iv. whether the supplier was entitled to present to the court every defence that the supplier would have been entitled to present had the proceeding been tried in Canada.
7. Where Canada intends to terminate the Contract under this section, Canada will inform the Contractor and provide the Contractor an opportunity to make written representations before making a final decision. Written representations must be submitted within 30 days from receiving a notice of concern unless Canada establishes a different deadline.

6.3.2 Warranty Period

Section 09 of general conditions 2010A is amended by replacing the period of twelve (12) months by sixty (60) months.

Section 14 of supplemental general conditions 4001 is amended by replacing the period of twelve (12) months by sixty (60) months.

Section 15 of supplemental general conditions 4003 is amended by replacing the period of ninety (90) days by sixty (60) months.

All other provisions of the warranty section remain in effect.

6.3.3 Supplemental General Conditions

4001 (2015-04-01) Hardware Purchase, lease and Maintenance;
4003 (2010-08-16) Licensed Software;
4004 (2013-04-25) Maintenance and Support Services for Licensed Software;
4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information; apply to and form part of the Contract.

6.3.3.1 Intellectual property infringement and royalties

1. The Contractor represents and warrants that, to the best of its knowledge, neither it nor Canada will infringe any third party's intellectual property rights in performing or using the Work, and that Canada will have no obligation to pay royalties of any kind to anyone in connection with the Work.
2. If anyone makes a claim against Canada or the Contractor concerning intellectual property infringement or royalties related to the Work, that Party agrees to notify the other Party in writing immediately. If anyone brings a claim against Canada, according to *Department of Justice Act*, R.S. 1985, c. J-2, the Attorney General of Canada must have the regulation and conduct of all litigation for or against Canada, but the Attorney General may request that the Contractor defend Canada against the claim. In either case, the Contractor agrees to participate fully in the defence and any settlement negotiations and to pay all costs, damages and legal costs incurred or payable as a result of the claim, including the amount of any settlement. Both Parties agree not to settle any claim unless the other Party first approves the settlement in writing.
3. The Contractor has no obligation regarding claims that were only made because:
 - a. Canada modified the Work or part of the Work without the Contractor's consent or used the Work or part of the Work without following a requirement of the Contract; or
 - b. Canada used the Work or part of the Work with a product that the Contractor did not supply under the Contract (unless that use is described in the Contract or the manufacturer's specifications); or
 - c. the Contractor used equipment, drawings, specifications or other information supplied to the Contractor by Canada (or by someone authorized by Canada); or
 - d. the Contractor used a specific item of equipment or software that it obtained because of specific instructions from the Contracting Authority; however, this exception only applies if the Contractor has included the following language in its own contract with the supplier of that equipment or software: "[Supplier name] acknowledges that the purchased items will be used by the Government of Canada. If a third party claims that equipment or software supplied under this contract infringes any intellectual property right, [supplier name], if requested to do so by either [Contractor name] or Canada, will defend both [Contractor name] and Canada against that claim at its own expense and will pay all costs, damages and legal fees payable as a result of

that infringement." Obtaining this protection from the supplier is the Contractor's responsibility and, if the Contractor does not do so, it will be responsible to Canada for the claim.

4. If anyone claims that, as a result of the Work, the Contractor or Canada is infringing its intellectual property rights, the Contractor must immediately do one of the following:
 - a. take whatever steps are necessary to allow Canada to continue to use the allegedly infringing part of the Work; or
 - b. modify or replace the Work to avoid intellectual property infringement, while ensuring that the Work continues to meet all the requirements of the Contract; or
 - c. take back the Work and refund any part of the Contract Price that Canada has already paid.

If the Contractor determines that none of these alternatives can reasonably be achieved, or if the Contractor fails to take any of these steps within a reasonable amount of time, Canada may choose either to require the Contractor to do (c), or to take whatever steps are necessary to acquire the rights to use the allegedly infringing part(s) of the Work itself, in which case the Contractor must reimburse Canada for all the costs it incurs to do so.

6.3.3.2 Suspension of the work (4014)

1. The Contracting Authority may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract for a period of up to 180 days. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so. While such an order is in effect, the Contractor must not remove any part of the Work from any premises without first obtaining the written consent of the Contracting Authority. Within these 180 days, the Contracting Authority must either cancel the order or terminate the Contract, in whole or in part, under section(s) *23 Default by the Contractor* or *24 Termination for convenience* of general conditions 2010A.
2. When an order is made under subsection 1, unless the Contracting Authority terminates the Contract by reason of default by the Contractor or the Contractor abandons the Contract, the Contractor will be entitled to be paid its additional costs incurred as a result of the suspension plus a fair and reasonable profit.
3. When an order made under subsection 1 is cancelled, the Contractor must resume work in accordance with the Contract as soon as practicable. If the suspension has affected the Contractor's ability to meet any delivery date under the Contract, the date for performing the part of the Work affected by

the suspension will be extended for a period equal to the period of suspension plus a period, if any, that in the opinion of the Contracting Authority, following consultation with the Contractor, is necessary for the Contractor to resume the Work. Any equitable adjustments will be made as necessary to any affected conditions of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is five (5) years from date of Contract award on; so as to permit duration and validity for options and associated warranty periods.

6.4.1.1 Delivery Date

All the deliverables must be received on or before _____ (Delivery as offered and as accepted will be inserted at contract award)

6.4.1.2 Optional Deliveries

For the option periods Year 1, 2 and 3 in Annex B, the optional quantities of all goods will be ordered on an "as and when requested basis". The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, in whole or in part, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional one (1) year periods 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 5 (five) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.4.3 Delivery Points

Delivery of the requirement will be made to:

Parks Canada Mail Room
30 Victoria Street
Gatineau, QC K1A 0J9
Attn : (to be completed upon Contract award)

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Alexandra Nadeau – Supply Specialist
Public Works and Government Services Canada - Acquisitions Branch
Industrial Products and Vehicles Procurement Directorate
4th Floor East Tower, L'Esplanade Laurier Bldg,
140 O'Connor St. Ottawa ON K1A 0R5
Telephone: 613-296-9279
E-mail address: Alexandra.nadeau@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Technical Authority (to be completed upon Contract award)

The Technical Authority for the Contract is:

Name: _____
Organization: _____
Telephone: _____
E-mail: _____

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

6.5.3 Contractor's Representative (to be completed upon Contract award)

Name and telephone number of the person responsible for:

General enquiries

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Delivery follow-up

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Technical support for troubleshooting minor issues (Telephone, email, or web-based)

Name: _____
Telephone: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in the Contract in Annex B – Basis of Payment for a cost of \$ _____ (insert the amount 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.

6.6.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

6.6.3 Multiple Payments

SACC Manual clause H1001C (2008-05-12) Multiple Payments

6.6.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s): [\(to be updated upon Contract award\)](#)

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Wire Transfer (International Only);

6.6.5 SACC Manual Clauses

SACC Reference ID	Title	Date
<u>G1005C</u>	Insurance – No specific requirement	2016-01-28

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - (a) The original and one copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

- (b) One copy must be emailed to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (*insert the name of the province or territory as specified by the Bidder in its bid, if applicable*).

6.10 Priority of Documents

If there is a discrepancy between the wordings 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) 4003 (2010-08-16) Licensed Software;
 - (iii) 4004 (2013-04-25) Maintenance and Support Services for Licensed Software;
 - (iv) 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information;
 - (v) 4014 Suspension of the work.
- (c) the general conditions 2010A (2020-05-28), General Conditions - Goods (Medium Complexity);
- (d) Annex A, Statement of Requirements (SOR);
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated _____ (*insert date of bid*).

6.11 SACC Manual Clauses (Delivery)

SACC Reference ID	Title	Date
<u>D2000C</u>	Marking	2007-11-30
<u>D2001C</u>	Labelling	2007-11-30
<u>D9002C</u>	Incomplete Assemblies	2007-11-30

6.11.1 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and

Delivered Duty Paid –DDP– (Gatineau, QC) Incoterms 2000 for shipments from a commercial contractor.

6.11.2 Shipping – Scheduling

The Contractor must make arrangements with the Technical Authority noted in Section 6.5 at least three calendar days prior to the delivery date(s) to coordinate delivery. The consignee may refuse shipments when prior arrangements have not been made.

6.11.3 Preparation for Delivery

Only full shipments will be received, and must include all the barcode scanners, USB cables, and the initial supplies required, unless arrangements are made in advance in writing.

6.11.4 Delivery Report

The Contractor must provide a Delivery Report by email to: *(to be completed upon contract award)*, one day after delivery, containing the following information in Microsoft Excel format:

- i. Model #;
- ii. Serial #;
- iii. All hardware, firmware / software updates that have been applied to the device;

6.12 Dispute Resolution

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

ANNEX A - STATEMENT OF REQUIREMENT

1. Title:

Barcode Scanner Requirements for Parks Canada Visitor Facilities

2. Objective:

This document sets out the requirements for the purchase of barcode scanners that will be used at various Parks Canada Agency (PCA) facilities, including campgrounds, entry points, and visitor information centres.

3. Background:

Parks Canada requires modern and reliable barcode scanners to support implementation of the Agency's new campground reservation system. These scanners need to function in a variety of different settings and temperatures, and must be robust enough for everyday use by Parks Canada staff. Currently, very few campgrounds use barcode scanners and the Agency wishes to standardize this equipment in order to facilitate staff training, benefit from bulk pricing, and minimize technical support requirements.

There is some urgency to this procurement, as Parks Canada anticipates that it may be necessary to verify proof of vaccination at some locations beginning as early as fall/winter 2021, and barcode scanners would facilitate this process.

4. Requirements:

This section describes the mandatory and minimum mandatory technical specifications, including durability requirements, manuals and documentation, packaging and transport, delivery conditions, as well as warranties and technical support.

For the purpose of supply, delivery and operation of the scanners, the Contractor must provide:

- All hardware;
- All firmware;
- All ancillary equipment, such as but not limited to cables, AC power adapters and connectors, including USB connection cables;
- All documentation which includes one (1) electronic copy in English and French, downloadable in Adobe Acrobat (PDF) format for all installation, setup, management, configuration, and user documentation;
- Five-year warranty for each unit purchased;
- Telephone, email, or web-based technical support for troubleshooting minor issues
- Access to additional units, to be made available as part of an option year clause to be listed in the final contract.

Parks Canada requires the supply and delivery of various handheld barcode scanners that meet the requirements identified below.

4.1	2D Corded Handheld Barcode Scanner
ID	Requirement Description
4.1.1	The handheld scanner or its base must connect to a computer via Universal Serial Bus (USB) type A. If the handheld scanner or its base has a USB-C connector, the vendor must provide a dongle or cable to allow connectivity to USB type A.

4.1.2	The handheld scanner and the base must not connect wirelessly to network or to each other via Wi-Fi.
4.1.3	The handheld scanner must have a visual indicator acknowledging a good barcode read.
4.1.4	The handheld scanner must have an audio indicator acknowledging a good barcode read.
4.1.5	The handheld scanner must have a user adjustable volume control for the audio indicator acknowledging a good barcode read.
4.1.6	The handheld scanner must read the following 1D barcode symbologies: <ul style="list-style-type: none"> • Code 11; • Code 128; • Code 32; • Code 39; • Code 2 of 5; and • UPC.
4.1.7	The handheld scanner must read the following stacked and 2D barcode symbologies: <ul style="list-style-type: none"> • PDF417; • Macro PDF 417; • QR; • Micro QR; • Data Matrix; and • Aztec.
4.1.8	The handheld scanner must read the following postal format barcode symbologies: <ul style="list-style-type: none"> • Postnet; • Planet Code; • Canada Post; and • Purolator.
4.1.9	The handheld scanner must be configurable to transmit the Macro Control Block with the data scanned from a Macro PDF417 barcode.
4.1.10	The handheld scanner must withstand repeated drops from at least 1.2 metres onto a bare concrete floor.
4.1.11	The handheld scanner must be configurable to work in either presentation (hands free) or trigger mode.
4.1.12	The handheld scanner must read all printable American Standard Code for Information Interchange (ASCII) characters (from 32 to 255) contained within a 2D or 1D barcode.
4.1.13	The configuration software must create an output that can be distributed to configure identical devices. This configuration output may be in the form of a series of barcodes to be scanned, or a configuration file that can be used with a vendor provided utility to automate scanner configuration.
4.1.14	The handheld scanner must have a stand or base to allow for hands free operation.
4.1.15	The handheld scanner must read enhanced UTF-8 barcode symbologies.
4.1.16	The handheld scanner must adhere to Code Page ISO 8859-1 Standard to correctly interpret diacritic characters.
4.1.17	The configuration software must run on Windows 10 Enterprise 64-bit v1809 and above.
4.1.18	The configuration software must include detailed help documentation.

4.1.19	Configuration software must be provided with the handheld scanner, or be downloadable from the vendor's support website.
4.1.20	The barcode scanner must have Non-Volatile Random-Access Memory (NVRAM) for the storage of configuration and settings only. No scanned data retention beyond the most recently scanned barcode should be retained.
4.1.21	The barcode scanner must be able to read codes from the screen of a mobile phone or tablet, in addition to printed materials.

4.3.0	Supporting Firmware and Device Drivers <i>Parks Canada requires firmware for the barcode scanners.</i>
ID	Requirement Description
4.3.1	The barcode scanner must have firmware version(s) that can be queried via Microsoft Windows Management Instrumentation; or, the Contractor must supply a command-line compatible utility that can run in the computer's system security context that can return the firmware version(s) and the device's serial number. The information returned by the utility must be able to be written to a text or XML file for easy parsing/analyzing. This utility must be provided to the Project Authority within 15 business days of a written request.
4.3.2	The barcode scanner must have firmware that is updatable via a vendor supplied command-line compatible utility that can run in the computer system security context. The firmware update utility must provide a log of all events (i.e. successes, failures and general status) that occurred during the firmware upgrade process. The information returned by the utility must be able to be written to a text or XML file for easy parsing/analyzing. This utility must be provided to the Project Authority within 15 business days of a written request.
4.3.3	The barcode scanner must not require the installation of a separate driver, and must use native Microsoft Windows 10 drivers; and thus be considered "plug and play".

4.4.0	Supply Chain Integrity (SCI) Requirements
ID	Requirement Description
4.4.1	Barcode Scanner Original Equipment Manufacturer (OEM) must have a mature and comprehensive Supply Chain Integrity (SCI) process in place. This process must involve the mitigation of the infiltration of fraudulent or counterfeit components as well as the mitigation of the introduction of hardware-based threat vectors during the manufacturing process and throughout the subsequent supply chain and delivery channel up to final delivery. This OEM conducted process: A. Must mitigate the risk of maliciously tainted and counterfeited products throughout the product life cycle, which encompasses the following phases: design, sourcing, build, fulfilment and distribution. B. Must adhere to, include the principals of, and be currently an active participant in the development of at the least three of the following related international secure supply chain standards, initiatives and best practices: <ol style="list-style-type: none"> 1. ISO/IEC 20243:2015 - Open Trusted Technology Provider Standard (O-TTPS) 2. ISO 28000 – Supply Chain Resiliency 3. ISO – 15408 – Common Criteria 4. NIST 800-161 – Supply Chain Risk Management

<p>5. NIST Cybersecurity Framework 6. TAPA – Transported Asset Protection Association 7. ISO 27036-1 Information technology – Security techniques OEMs that claim to meet the requirements outlined above, must submit proof in the form of currently existing technical manuals, technical documentation, OEM written white papers, corporate attestations, client briefing papers or corporate mission statements. Proof in the form of marketing presentations or personal correspondence will not be accepted.</p>
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5. Safety and Operation Labeling

The Contractor must identify the lifting points for the equipment, if applicable. Any pinch points, hazard areas, operator safety concerns and moving components must be clearly labelled in English and French. Operating instruction labels must be clearly identified and printed in English and French. Labels must be clearly displayed on the equipment.

6. Packaging and Transportation

All barcode scanners, cables and supplies must be packaged, crated or boxed to ensure no damage is sustained to equipment during the transportation, loading and unloading or general handling of equipment prior to the final installation. Bulk shipping to a single location in reusable crates is preferred as long as the barcode scanners are adequately protected.

7. Shipping Procedures, Delivery Locations and Instructions

- a. The Contractor must deliver the barcode scanners, cables and supplies, to Parks Canada at the following address:

Attn: [\(to be completed upon Contract award\)](#)
Parks Canada Mail Room
30 Victoria Street
Gatineau, QC K1A 0J9

All scanners are to be delivered to this location, and PCA will coordinate distribution to individual parks and sites.

- b. The Contractor must ensure that adequate barcode scanners are in stock and ready to deliver when instructed. The Contractor must contact the PCA Technical Authority least three calendar days prior to the delivery date(s) to coordinate delivery.
- c. The Contractor must deliver the goods to the address provided. Shipping information, to the attention of the Shipping Contact (provided with contract) must be sent by email to [\(to be completed upon Contract award\)](#).
- d. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.
- e. Parks Canada will manage the final installation. Any barcode scanners found to be defective must be replaced within 72 hours of the discovery of the fault.

ANNEX B – BASIS OF PAYMENT

Parks Canada Agency has a requirement for the supply of handheld barcode scanners to be delivered to Gatineau, QC.

Delivery Destination:

Parks Canada Agency
 30 Victoria Street
 Gatineau, QC K1A 0J9
 Attn : (to be completed upon Contract award)

Deliverables:

The Bidder must quote firm unit prices in Canadian dollars, DDP Delivered Duty Paid (Gatineau, QC), Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included, as applicable.

Table 1: Initial Requirement

Item	Specifications/Description	Product	Qty	Firm Unit Price (CAD)	Total Price (CAD)
001	For the supply and delivery of a 2D Corded Handheld Barcode Scanner and accessories as described in the Statement of Requirements including five (5) years warranty and telephone, email, or web-based technical support for troubleshooting minor issues. Must be delivered prior to March 31, 2022.	Manufacturer (OEM): _____ Part Number / Model: _____	200	\$	\$
Sub-total:				\$	
GST/PST:				\$	
TOTAL (A):				\$	

Table 2: Option Years

Item	Specifications/Description	Product	Qty	Firm Unit Price (CAD)	Total Price (CAD)
Option Year 1:					
001	For the supply and delivery of a 2D Corded Handheld Barcode Scanner and accessories as described in the Statement of Requirements including five (5) years warranty and telephone, email, or web-based technical support for troubleshooting minor issues.	Manufacturer (OEM): _____ Part Number / Model: _____	Up to 100	\$	\$
Option Year 2:					
002	For the supply and delivery of a 2D Corded Handheld Barcode Scanner and accessories as described in the Statement of Requirements including five (5) years warranty and telephone, email, or web-based technical support for troubleshooting minor issues.	Manufacturer (OEM): _____ Part Number / Model: _____	Up to 100	\$	\$
Option Year 3:					
003	For the supply and delivery of a 2D Corded Handheld Barcode Scanner and accessories as described in the Statement of Requirements including five (5) years warranty and telephone, email, or web-based technical support for troubleshooting minor issues.	Manufacturer (OEM): _____ Part Number / Model: _____	Up to 100	\$	\$
Sub-total:				\$	
GST/PST:				\$	
TOTAL (B):				\$	

Total Bid Price (A + B) = \$ _____

ANNEX C – MANDATORY TECHNICAL CRITERIA

In their bid submission, Bidders must demonstrate how they meet all requirements detailed in the Requirement at Annex A and address clearly and in sufficient depth all points that are subject to evaluation criteria listed below, against which the bid will be evaluated. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The Bidder must provide proof and/or verification of the Mandatory Evaluation Criteria herein through supporting documentation, as applicable. Bidders are required to provide a page reference number by each compliant requirement that refers to the supplied literature; if left blank, it may be evaluated as not met. It is the Bidder's responsibility to ensure that the submitted supporting documentation provides detail to prove that the proposed good(s) meet the requirements of the mandatory criteria.

If published supporting documents or certifications are not available, Bidders should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.

Canada will not evaluate information such as references to website addresses where additional information can be found, or technical manuals or brochures not submitted with the bid. To be considered responsive, proposals must meet all of the mandatory criteria specified in the solicitation document.

Item	Mandatory Criteria	Cross Reference Page/Paragraph of Technical Proposal
1.0	2D Corded Handheld Barcode Scanner	
1.1	The handheld scanner or its base must connect to a computer via Universal Serial Bus (USB) type A. If the handheld scanner or its base has a USB-C connector, the vendor must provide a dongle or cable to allow connectivity to USB type A.	
1.2	The handheld scanner and the base must not connect wirelessly to network or to each other via Wi-Fi.	
1.3	The handheld scanner must have a visual indicator acknowledging a good barcode read.	
1.4	The handheld scanner must have an audio indicator acknowledging a good barcode read.	
1.5	The handheld scanner must have a user adjustable volume control for the audio indicator acknowledging a good barcode read.	
1.6	The handheld scanner must read the following 1D barcode symbologies: <ul style="list-style-type: none"> • Code 11; • Code 128; • Code 32; 	

	<ul style="list-style-type: none"> • Code 39; • Code 2 of 5; and • UPC. 	
1.7	<p>The handheld scanner must read the following stacked and 2D barcode symbologies:</p> <ul style="list-style-type: none"> • PDF417; • Macro PDF 417; • QR; • Micro QR; • Data Matrix; and • Aztec. 	
1.8	<p>The handheld scanner must read the following postal format barcode symbologies:</p> <ul style="list-style-type: none"> • Postnet; • Planet Code; • Canada Post; and • Purolator. 	
1.9	<p>The handheld scanner must be configurable to transmit the Macro Control Block with the data scanned from a Macro PDF417 barcode.</p>	
1.10	<p>The handheld scanner must withstand repeated drops from at least 1.2 metres onto a bare concrete floor.</p>	
1.11	<p>The handheld scanner must be configurable to work in either presentation (hands free) or trigger mode.</p>	
1.12	<p>The handheld scanner must read all printable American Standard Code for Information Interchange (ASCII) characters (from 32 to 255) contained within a 2D or 1D barcode.</p>	
1.13	<p>The configuration software must create an output that can be distributed to configure identical devices. This configuration output may be in the form of a series of barcodes to be scanned, or a configuration file that can be used with a vendor provided utility to automate scanner configuration.</p>	
1.14	<p>The handheld scanner must have a stand or base to allow for hands free operation.</p>	
1.15	<p>The handheld scanner must read enhanced UTF-8 barcode symbologies.</p>	
1.16	<p>The handheld scanner must adhere to Code Page ISO 8859-1 Standard to correctly interpret diacritic characters.</p>	
1.17	<p>The configuration software must run on Windows 10 Enterprise 64-bit v1809 and above.</p>	
1.18	<p>The configuration software must include detailed help documentation.</p>	
1.19	<p>Configuration software must be provided with the handheld scanner, or be downloadable from the vendor's support website.</p>	
1.20	<p>The barcode scanner must have Non-Volatile Random-Access Memory (NVRAM) for the storage of configuration and settings only. No scanned data retention beyond the most recently scanned barcode should be retained.</p>	

1.21	The barcode scanner must be able to read codes from the screen of a mobile phone or tablet, in addition to printed materials.	
2.0 Supporting Firmware and Device Drivers		
2.1	The barcode scanner must have firmware version(s) that can be queried via Microsoft Windows Management Instrumentation; or, the Contractor must supply a command-line compatible utility that can run in the computer's system security context that can return the firmware version(s) and the device's serial number. The information returned by the utility must be able to be written to a text or XML file for easy parsing/analyzing. This utility must be provided to the Project Authority within 15 business days of a written request.	
2.2	The barcode scanner must have firmware that is updatable via a vendor supplied command-line compatible utility that can run in the computer system security context. The firmware update utility must provide a log of all events (i.e. successes, failures and general status) that occurred during the firmware upgrade process. The information returned by the utility must be able to be written to a text or XML file for easy parsing/analyzing. This utility must be provided to the Project Authority within 15 business days of a written request.	
2.3	The barcode scanner must not require the installation of a separate driver, and must use native Microsoft Windows 10 drivers; and thus be considered "plug and play".	
3.0 Supply Chain Integrity (SCI) Requirements		
3.1	Barcode Scanner Original Equipment Manufacturer (OEM) must have a mature and comprehensive Supply Chain Integrity (SCI) process in place. This process must involve the mitigation of the infiltration of fraudulent or counterfeit components as well as the mitigation of the introduction of hardware-based threat vectors during the manufacturing process and throughout the subsequent supply chain and delivery channel up to final delivery. This OEM conducted process: A. Must mitigate the risk of maliciously tainted and counterfeited products throughout the product life cycle, which encompasses the following phases: design, sourcing, build, fulfilment and distribution. B. Must adhere to, include the principals of, and be currently an active participant in the development of at the least three of the following related international secure supply chain standards, initiatives and best practices: 1. ISO/IEC 20243:2015 - Open Trusted Technology Provider Standard (O-TTPS) 2. ISO 28000 – Supply Chain Resiliency 3. ISO – 15408 – Common Criteria 4. NIST 800-161 – Supply Chain Risk Management 5. NIST Cybersecurity Framework 6. TAPA – Transported Asset Protection Association 7. ISO 27036-1 Information technology – Security techniques	

<p>OEMs that claim to meet the requirements outlined above, must submit proof in the form of currently existing technical manuals, technical documentation, OEM written white papers, corporate attestations, client briefing papers or corporate mission statements. Proof in the form of marketing presentations or personal correspondence will not be accepted.</p>	
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Proof of Proposal Test Procedures and Logistics

- a. Barcode scanners will be tested by PCA to ensure full compliance prior to Contract award. PCA will request that vendors send two test units.
- b. The vendor must deliver the barcode scanners to PCA for evaluation purposes within five business days of the request. No extension will be provided, unless other arrangements are made in writing between PWGSC, PCA and the vendor.
- c. The vendor must deliver the barcode scanners, with all necessary supplies, bilingual documentation and any other pertinent items, in order for the testing and evaluation process to commence. Test units and associate parts will be shipped back to the vendor after the testing.
- d. The vendor must provide support to PCA during the testing and certification period. Support will include parts, labour, transportation, travel or any other incidentals such that no additional expenses will be incurred by the Crown during the evaluation period. Support will be made available by the vendor during the regular business hours of 8:00AM to 4:00 PM (Eastern time), Monday through Friday.
- e. The testing and evaluation period may take up to four weeks. In the event that a test scanner is defective or fails during testing, the vendor must replace it at no additional cost. The replacement scanner must be the same as the original scanner supplied.
- f. The testing will consist of the following:
 - i. PCA IT Operations will test the interface between the barcode scanners and the Campground Reservation System receipt printing requirements:
 - ii. Testing, including high-volume stress scanning will be done to ensure that the barcode scanners can meet or exceed the mandatory minimum specifications detailed herein and verification that the barcode scanners will work with relevant campground kiosks for scanning permits and products. This will include:
 - 1. Scan quality;
 - 2. Speed of throughput;
 - 3. Volume/Stress testing; and
 - 4. Compliance with PCA desktop image and campground kiosk permits and scanning tool requirements.
- g. The test area is secure and all equipment will remain secure for the duration of the testing and evaluation period. Vendor representatives will not be present during these tests, and will be required to provide contact names and telephone numbers in the event of questions.

Delivery Address for Proof of Proposal Testing:

Attn: (to be provided)
2155 Ashburnham Drive
Peterborough, ON
K9J 1P8

FORM A - BID SUBMISSION FORM

BID SUBMISSION FORM	
Solicitation Number:	5P047-210303/A
Bidder's full legal name	
Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)	Name
	Title
	Address
	Telephone #
	Fax #
	Email
Bidder's Procurement Business Number (PBN) [<i>see the Standard Instructions 2003</i>]	
Jurisdiction of Contract: Province in Canada the bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)	
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 . 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 societies, firms, or partnerships do not need to provide lists of names.	
<p>On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:</p> <ol style="list-style-type: none"> 1. The Bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation; 2. This bid is valid for the period requested in the bid solicitation; 3. All the information provided in the bid is complete, true and accurate; and 4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation. 	
Signature of Authorized Representative of Bidder	
Date:	