



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des  
soumissions\Travaux publics et Services  
gouvernementaux Canada  
See herein for bid submission  
instructions/  
Voir la présente pour les  
instructions sur la présentation  
d'une soumission  
NA  
Ontario

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right  
of Canada, in accordance with the terms and conditions  
set out herein, referred to herein or attached hereto, the  
goods, services, and construction listed herein and on any  
attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la  
Reine du chef du Canada, aux conditions énoncées ou  
incluses par référence dans la présente et aux annexes  
ci-jointes, les biens, services et construction énumérés  
ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

<b>Title - Sujet</b> Portable Scanner and Mapper	
<b>Solicitation No. - N° de l'invitation</b> W4948-22SE06/A	<b>Date</b> 2021-12-03
<b>Client Reference No. - N° de référence du client</b> W4948-22SE06	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$KIN-655-8525	
<b>File No. - N° de dossier</b> KIN-1-56057 (655)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Eastern Standard Time EST <b>on - le 2021-12-22</b> Heure Normale du l'Est HNE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Semple, Patrick	<b>Buyer Id - Id de l'acheteur</b> kin655
<b>Telephone No. - N° de téléphone</b> (613) 449-3112 ( )	<b>FAX No. - N° de FAX</b> (613) 545-8067
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**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**

Public Works and Government Services / Travaux publics et  
services gouvernementaux  
Kingston Procurement  
Des Acquisitions Kingston  
86 Clarence Street, 2nd floor  
Kingston  
Ontario  
K7L 1X3

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

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

### **1.2 Requirement**

The requirement is detailed under Article 6.2 of the resulting contract clauses.

### **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."

### **1.5 COVID-19 vaccination requirement**

This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification as part of the bid will render the bid non-responsive.

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

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KIN655  
CCC No./N° CCC - FMS No./N° VME

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

## 2.2 Submission of Bids – epost only

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time indicated in the bid solicitation.

### **PWGSC Ontario Region Bid Receiving Unit**

Only bids submitted using epost Connect service will be accepted. The Supplier must send an email requesting to open an epost Connect conversation to the following address:

[TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.orreceptiondessoumissions-orbidreceiving.PWGSC@tpsgc-pwgsc.gc.ca) (email address for epost Connect service)

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.

It is the Bidder's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six (6) days before the Request for Proposals closing date.

Due to the nature of the Request for Proposal, transmission of bids by facsimile or hardcopy to PWGSC will not be accepted.

## 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 (five) 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

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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

- The Bidder must submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

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

Bids transmitted by facsimile or hardcopy will not be accepted.

Prices must appear in the financial bid only. No prices must 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.

#### Section II: Financial Bid

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

### **3.1.1 Electronic Payment of Invoices – Bid**

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

If Annex "E" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), 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.

### **3.1.3 SACC Manual Clauses**

#### **Section III: Certifications**

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

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

The Mandatory Technical Evaluation Criteria are detailed in Annex C.

##### **4.1.1.2 Point Rated Technical Criteria**

The Point Rated Technical Evaluation Criteria are detailed in Annex C.

#### **4.1.2 Financial Evaluation**

##### **4.1.2.1 Mandatory Financial Criteria**

- (a) Bidders must provide unit prices in Canadian dollars Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included for all items at Annex "B" Basis of Payment.
- (b) Bidders must not alter the pricing tables at Annex "B".
- (c) Bidders must provide unit pricing for each item and for each pricing period in both Pricing Basis "A" – Initial Deliverables and Pricing Basis "B"– Optional Goods and Services
- (d) For Pricing Basis "A" the unit price for each line item will be multiplied by the quantity to establish the extended price.
- (e) For Pricing Basis "B" the extended pricing will be calculated as described at Pricing Basis "B"
- (f) The price used in the evaluation will be the Evaluated Price, which is calculated as follows:

The Evaluated Price is the sum of the extended prices of Pricing Basis "A" – Initial Deliverables and the sum of the extended prices in Pricing Basis "B" – Optional Goods and Services

#### **4.2 Basis of Selection - Minimum Point Rating**

1. To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation; and
- b. meet all mandatory technical evaluation criteria; and
- c. obtain the required minimum of 38 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 155 points.

2. Bids not meeting (a) or (b) or (c) will be declared non-responsive. The responsive bid with the lowest evaluated price 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.

## **5.1.2 Additional Certifications Required with the Bid**

### **5.1.2.2 COVID-19 vaccination requirement certification**

In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all Bidders must provide with their bid, the COVID-19 Vaccination Requirement Certification attached to this bid solicitation, to be given further consideration in this procurement process. This Certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of any resulting Contract.

The Bidder must provide with its bid the COVID-19 vaccination requirement certification included in Annex "F", Additional Certifications Required with the Bid.

## **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 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/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.

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

### SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE No W4948-22SE06

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - a) Security Requirements Check List and security guide (if applicable), attached at Annex D;
  - b) *Industrial Security Manual* (Latest Edition).

## 6.2 Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

## 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](#) (2021-12-02), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

Subsection 32 of 2010A, General Conditions – Goods (Medium Complexity), is added as follows:

#### **2010A 32 (2021-11-04) 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*:
  - 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 Supplemental General Conditions**

4013 Compliance with on-site measures, standing orders, policies, and rules applies to and forms part of the Contract applies to and forms part of the Contract.

1. The Contractor must comply and ensure that its employees and subcontractors comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

4014 Suspension of the work applies to and forms part of the Contract.

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 23 entitled "Default by the Contractor" or section 24 entitled "Termination for convenience" of general conditions

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 from date of Contract to 31 March 2027 inclusive.

### **6.4.2 Delivery Date**

All the initial deliverables must be received on or before 31 March 2022.

### **6.4.3 Optional Goods**

The Contractor grants to Canada the irrevocable option to acquire the goods described at Annex B of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, 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.

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Buyer ID - Id de l'acheteur  
KIN655  
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#### 6.4.4 Delivery Points

Delivery of the requirement will be made to CFB Trenton.

#### 6.5 Authorities

##### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Patrick Semple  
Title: Supply Specialist  
Organization: Public Works and Government Services  
Canada, Acquisitions Branch  
Address: 86 Clarence Street,  
Kingston, Ontario, K7L  
1X3  
Telephone: 613-449-3112  
E-mail address: patrick.semple@pwgsc.gc.ca

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

##### 6.5.2 Project Authority

The Project Authority for the Contract is: (to be completed at contract award)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
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.

##### 6.5.3 Contractor's Representative (to be completed at contract award)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

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Telephone : \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 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 price, as specified in Annex B for a cost of \$\_\_\_\_\_ (**amount to be inserted 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 Method of Payment

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

### 6.6.3 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

## 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 (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
  - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

## 6.8 Certifications and Additional Information

### 6.8.1 Compliance

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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 Ontario.

## 6.10 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 4013 & 4014;
- (c) the general conditions Goods (Medium Complexity) 2021-12-02;
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment
- (e) Annex C, Security Requirements Check List;
- (f) the Contractor's bid dated \_\_\_\_\_

SACC Manual clause [A9006C](#) \_\_\_\_\_ (insert date) Defence Contract

## 6.11 SACC Manual Clauses

G1005C (2016-01-28) Insurance

## 6.12 Inspection and acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## 6.13 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.

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File No. - N° du dossier  
KIN-1-56057

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KIN655  
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- (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 WORK

#### Part 1

### HANDHELD SLAM LIDAR SCANNER

#### 1.0 SCOPE

##### 1.1 Purpose

The purpose of this statement of work (SOW) is to describe the requirements for the provision of commercial off-the-shelf, handheld simultaneous localisation and mapping (SLAM) LiDAR systems (HSLs) to the Department of National Defence (DND).

##### 1.2 Background

DND has a requirement for 3D mapping of interior layouts and objects. The HSLs will allow the capability to 3D map the interiors of various structures and visualize the rendering in real-time.

##### 1.3 Applicable Documents

The following documents form part of this SOW to the extent specified herein, and are supportive of this SOW when referenced; any other documents are to be considered supplemental information only. In the event of a conflict between the documents referenced and the contents of this SOW, the contents of this SOW shall take precedence.

- MIL-HDBK-61B Configuration Management Guidance (available online)
- D-01-100-214/SF-000 Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment (available upon request)

##### 1.4 Definitions

Maintenance	All actions taken to keep materiel in or to restore it to specified conditions. It includes: recovery, inspection, testing, servicing, as to serviceability, repair, modification, rebuilding and reclamation.
OEM Level Repair	Any tasks required to bring an item to full serviceable condition, which can only be performed by the OEM. OEM repair will typically involve replacement/repair of internal components.
Overhaul	The restoration of an item to its original condition and near to its original life expectancy. It includes the replacement of worn, damaged or life expired parts, the incorporation of approved modifications and the rework of components as necessary. The depth of work will normally be to manufacturer's standards using replacement parts produced by the original equipment manufacturer or equivalent quality.
Repair	That corrective maintenance activity which restores an item to serviceable condition by correcting faults or replacing unserviceable pieces of the item with new, overhauled, rebuilt or reconditioned components.
Repair and Overhaul	The act of returning an item to a serviceable condition by disassembly, repair or replacement of damaged or deteriorated parts, reassembly, adjustment,

	examination and testing to specified standards. Whereas repair normally entails the correction of specific defects only, overhaul entails not only the replacement of worn and damaged parts but also of parts whose service life has expired or is about to expire, in order to return the item to its original performance and an acceptable life expectancy.
Serviceable Condition	The condition classification assigned to an item, which can be used without restriction for its intended purpose.
Technical Support	User assistance via phone, e-mail or live-chat for individuals having technical problems with a given product, especially with respect to electronics or software. The technical support team is made up of specialists who are familiar with the ins and outs of the product and are able to troubleshoot most problems that a user experiences.
Turn Around Time	The time from when a non-serviceable item arrives at the Contractor repair facility to when the repaired item departs the repair facility.

## 1.5 Acronyms

AWR	Additional Work Request
DND	Department of National Defence
HSLs	Handheld SLAM LiDAR System
IPL	Illustrated Parts List
LiDAR	Light Detection and Ranging
MPN	Manufacturer's Part Number
MRSEL	Manufacturer's Recommended Support Equipment List
MRSPL	Manufacturer's Recommended Spare Parts List
NATO	North Atlantic Treaty Organization
NCage	NATO Commercial and Governmental Entity
NSN	NATO Stock Number
OEM	Original Equipment Manufacturer
PA	Procurement Authority
SLAM	Simultaneous Localization and Mapping
SOW	Statement of Work
TA	Technical Authority
TDP	Technical Data Package

## 2.0 DELIVERABLES

The Contractor must deliver the following:

- a. Quantity six complete HSLs kits, which meet the requirements and configuration listed in Annex A Part 2;
- b. A Technical Data Package (TDP) in accordance with Section 2.2, within two months of Contract Award or prior to the first delivery, whichever is first **Error! Reference source not found.**;
- c. A Manufacturer's Recommended Spare Parts List (MRSPL); to include the following information for each item (MS Word or PDF format):
  - (1) Item Name and Description;
  - (2) NCAGE;
  - (3) Manufacturer Part Number (MPN);

- 
- (4) NATO Stock Number (if available);
  - (5) Proposed quantity;
  - (6) Price; and,
  - (7) Size/Weight.
- d. A Manufacturer's Recommended Support Equipment List (MRSEL) to include the following information for each item (MS Word or PDF format):
- (1) Item Name and Description;
  - (2) NCAGE;
  - (3) Manufacturer Part Number (MPN);
  - (4) NATO Stock Number (if available);
  - (5) Proposed quantity;
  - (6) Price; and,
  - (7) Size/Weight.
- e. Quantity one training serial in accordance with Section f3; and,
- f. Product Support in accordance with Section **Error! Reference source not found.2.**

Optional procurements are described in Annex B

## 2.1 Contract Kick-Off Meeting

The Contractor shall host a contract kickoff meeting at its production facility or by teleconference, as arranged with the Technical Authority (TA), within four weeks of contract award. This meeting will be used to introduce the DND project team and to discuss delivery timelines, Quality Assurance (QA) processes, and contract deliverables. DND will be responsible for all travel and associated costs for DND personnel attending the meeting. The agenda will be jointly developed by DND and the Contractor. The contractor will produce meeting minutes and an action item list within five days of completion of the meeting.

## 2.2 Technical Data Package

The Contractor must provide a TDP, in English, to DND as follows:

- a. One hard copy and one electronic copy (MS Word or PDF format) of the Operators Manual that includes illustrated set-up, operating, preventive and user maintenance, including procedures to replace all consumables, troubleshooting and safety instructions;
- b. One hard copy and one electronic copy (MS Word or PDF format) of the Maintenance/Repair Manual with each device that includes a list of replaceable components (including part numbers where applicable) and the procedures, parts and special tools necessary to conduct repairs;

Note: The operator and maintenance manuals may be delivered as one manual.

- c. An equipment checklist in accordance with the following:
  - (1) The equipment checklist must be a weatherproof concise guide, such as a laminated single card or small laminated folded sheet;

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- (2) Quantity one equipment checklist must be included with each transportation case, and an electronic copy must be provided to the TA as well;
  - (3) The equipment checklist must use color pictorials or drawings to identify item location in the transportation case;
  - (4) The equipment checklist must list the contents of the system and map the system component connectivity when unpacked, and show their system component layout when fully packed for transport;
  - (5) Data to be included are:
    - (a) Item number;
    - (b) Item name;
    - (c) Part number; and,
    - (d) Quantity.
- d. An illustrated parts list in a top-down breakdown format with the following information for each item:
- (1) Level II engineering drawing and/or applicable lists in accordance with D-01-100-214/SF-000;
  - (2) Item name and Descriptions;
  - (3) NCage
  - (4) Manufacturer's Part Number (MPN) and corresponding Distributors Part Numbers (if applicable);
  - (5) NATO Stock Number (NSN) if available; and,
  - (6) Shelf life (if applicable).
- e. One electronic copy of available supporting test reports and/or compliance certificates upon request; and,
- f. A list of the serial numbers (if available) for each of the units to be delivered.

### **2.3 Training**

The Contractor must provide training, in English, as follows:

- a. An outline for the Training Course (MS Word, MS PowerPoint or PDF format) must be submitted to the TA for approval within 30 days of contract award;
- b. A one day, 8 hour maximum, Train-the-Trainer Maintenance/Operator course as follows:
  - (1) Training serial at DND's facility in Trenton;
  - (2) Training for up to 20 DND candidates per serial;
  - (3) For each course, each candidate is to be provided with a copy of the respective system training courses and manuals (as required) in both hard copy and in electronic format (MS Word, MS PowerPoint or PDF); and,
  - (4) The course content must include the following details as a minimum:
    - (a) Complete description of theory of operation and performance capability of the system;

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(b) Hands-on familiarization to include:

- i. Assembly and setup of the system;
- ii. Battery/power requirements;
- iii. Function buttons;
- iv. Modes of operation and their proper employment;
- v. Data input configurations and functionality;
- vi. Data output and post-processing;
- vii. User trouble shooting;
- viii. Daily/routine operator maintenance; and,
- ix. Repair and testing techniques for the system.

(c) Care and cleaning requirements of the system, inclusive of approved cleaning products and methods; and,

(d) Technical diagnosis of the system to include fault-finding procedures or decision flow chart.

### 3.0 REQUIREMENTS

#### 3.1 Configuration Management (CM)

The Contractor shall have an established, DND verifiable, Configuration Management (CM) Program which complies with or meets the intent of MIL-HDBK-61B, and must provide configuration identification, control and status accounting of all new and/or modified hardware, firmware, software and documentation. All HSLs kits delivered must have the same product baseline, and support interchangeability/interoperability of parts. The established product baseline shall be maintained during repair and any deviation from the baseline must be approved by the TA before the repair is initiated.

#### 3.2 Product Support

The Contractor shall provide product support for the HSLs kits throughout the duration of the contract as follows:

- a. Additional Work Request (AWR) services in accordance with Section **Error! Reference source not found.**2.3, including:
  - (1) Non-warranty repair;
  - (2) Repair and Overhaul;
  - (3) Hardware upgrades;
  - (4) Calibration; and,
  - (5) The provision of a Field Service Representative (FSR) to conduct on-site engineering and/or maintenance support at a DND facility or location.
- b. Technical Support in accordance with section 3.2.4.

### 3.2.1 Turn-Around Time

For all repairs, the targeted turn-around time (TAT) is 30 calendar days after receipt of a request from DND; including warranty and AWR repair. Where this target cannot be met, the Contractor shall promptly notify the PA of the delay and of any extenuating circumstances that would cause significant impediment to timely completion of the repair.

### 3.2.2 Warranty

The Contractor must provide warranty on all new equipment provided against material defects and workmanship, including parts and labour, at no additional cost to DND in accordance with the Contractor's standard warranty provisions for a minimum of one year. During the warranty period, the Contractor must provide a new replacement item if a failed component cannot be repaired and returned to DND.

For the duration of the warranty (including extensions), the contractor must provide software updates as they become available, including security patches and code fixes for applications software, proprietary operating systems and firmware.

### 3.2.3 Additional Work Request

The Contractor shall provide non-warranty Additional Work Request (AWR) services on an as-and-when requested basis. All AWR repairs on HSLs units are to be authorized in advance by the PA (in writing) in accordance with the repair procedure detailed in Section 0 below.

#### 3.2.3.1 Repair Procedure

All HSLs units returned to the Contractor for repair shall have a Task Authorization number assigned by the PA prior to the item being shipped from DND. The Contractor shall perform OEM level repair on the HSLs unit(s) to equal or better than original performance parameters. The following procedures are to be followed:

Prior to acknowledging receipt, the Contractor shall:

Verify that the articles received correspond with the packing slip that accompanies the shipment and promptly report any losses or discrepancies to the PA; and,

- (1) Items incorrectly received are to be promptly reported to the PA and segregated pending receipt of disposition instructions.
- a. Upon confirmation of receipt of DND equipment serviceable under the contract, the Contractor shall:
- (1) Open a work order;
  - (2) Carry out a physical check to ensure that the item is complete and is in accordance with the accompanying delivery documents;
  - (3) Notify the PA of receipt of the equipment;
  - (4) Action any warranty activities;
  - (5) Determine the extent of the work required, prepare a cost estimate and submit it to the PA for approval. If approved, the PA will issue a Task Authorization on a DND 626 to

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complete the repair (no work is to commence until the DND 626 is received authorizing the repair);

- (6) Complete the repair;
- (7) Confirm operation of the component/system; and,
- (8) Return the HSLs unit(s) to DND.

### **3.2.3.2 Repair to Product Baseline**

Following repair, the Contractor shall ensure all HSLs unit(s) are in accordance with the respective approved Product Baseline prior to being returned to DND. Following repair or maintenance, the Contractor shall conduct functional/performance testing to ensure proper operation of the HSLs unit(s), and then ship the system to the delivery point specified in the delivery order, unless otherwise requested by the PA.

### **3.2.3.3 Contractor Supplied Parts**

The Contractor shall provide the repair parts required for warranty and AWR repairs, including the location of sources for the required parts. The Contractor is not required to maintain a spares inventory specifically for DND; however, they shall maintain a spares supply chain sufficient to support DND's requirements and continued use of the HSLs. In the event that an original part is no longer available and the Contractor determines that a replacement part will serve with respect to fit, form, function, interface and reasonable cost, then the use of that part shall be approved by the TA in advance of the repair. As a minimum, when the product baseline and/or configuration changes:

- a. Provide DND notification that the old and new parts are interchangeable;
- b. Assign the new unique MPN and vendor code; and,
- c. Update all necessary HSLs technical documentation and provide the updated data to DND.

### **3.2.4 Technical Support**

The Contractor must provide technical support, during normal working hours, which are defined as 0800-1700 local time at the Contractor's facility. Technical support may be provided by telephone and/or internet website/application. When DND notifies the contractor of a technical issue an initial response acknowledging the request and a statement of next steps must be submitted by the Contractor within 24-hours.

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## Part 2

### PERFORMANCE AND TECHNICAL SPECIFICATIONS FOR THE HANDHELD SLAM LiDAR SYSTEM

#### 1.0 SCOPE

##### 1.1 General

This specification outlines the operational performance and technical requirements for the Handheld SLAM LiDAR System (HSLs).

##### 1.2 Acronyms

DND	Department of National Defence
GPS	Global Positioning System
HSLs	Handheld SLAM LiDAR System
LiDAR	Light Detection and Ranging
SLAM	Simultaneous Localization and Mapping
TA	Technical Authority

##### 1.3 Definitions

**Operational Configuration:** The HSLs as set up for use for the operator, including but not limited to: the scanner, display, processor and power source. The operational configuration excludes transit cases, manuals, maintenance tools and test equipment, and external data connections.

#### 2.0 REQUIREMENTS

##### 2.1 Operational Requirements

- a. The HSLs must have a color display that gives the user live visualization of collected data points in 3D as the scan is performed;
- b. The HSLs should have a confidence indicator, which indicates the confidence of the data as it is acquired;
- c. The HSLs must be fully operable by a single operator while walking;
- d. The HSLs scanner and viewer must not employ load-bearing straps or braces for their employment;
- e. The entire HSLs, in operational configuration, must be readily stowable in a space of 30 cm by 30 cm by 20 cm without disassembly;
- f. The HSLs, in operational configuration, must have a mass of 4 kg or less;
- g. The entire HSLs, in operational configuration, should be a single, one-piece design;
- h. The HSLs must successfully perform indoor scans;

- i. The HSLs should successfully perform outdoor scans;
- j. The HSLs must successfully perform continuous scans on-the-move;
- k. The HSLs must not require an external computer for post-processing (registering raw data, cleanup, generation of dimensionally accurate models, colorization); and,
- l. The HSLs should be fully operable with gloves.

## **2.2 Technical Requirements**

### **2.2.1 Scanning**

- a. The HSLs must have a LiDAR accuracy of  $\pm 30$ mm, or better;
- b. The HSLs should have a LiDAR accuracy better than  $\pm 30$ mm;
- c. The HSLs must capture a minimum of 25,000 points/second;
- d. The HSLs should capture more than 25,000 points/second;
- e. The HSLs should incorporate GPS location (where signal is available) to the scan area;
- f. The HSLs must successfully scan objects at 25m, or more;
- g. The HSLs should successfully scan objects at 0.25m, or closer;
- h. The HSLs should have a LiDAR field of view (FOV) of  $180^\circ \times 180^\circ$ , or wider;
- i. The LiDAR of the HSLs must use a laser of Safety Class 1, or less powerful;
- j. The HSLs must have simultaneous capture of HD color photos of the scanned area;
- k. The HSLs should perform camera colorization of data sets;
- l. The HSLs must perform loop closure; and,
- m. The HSLs must have an internal data storage capacity of at least 500 GB.

### **2.2.2 Connectivity and Data**

- a. The HSLs must use wired connections between the display, scanner and processor;
- b. The HSLs should export data to an external PC via non-wireless means;
- c. The HSLs should export data to an external PC via USB A or C;
- d. The HSLs must be able to enable and disable all wireless communication without impacting scanning performance; and,
- e. The HSLs must provide data outputs in .ply and .las formats.

### **2.2.3 Environmental**

- a. The HSLs should have an operating temperature range of  $+5$  to  $+40^\circ$  C; and,

- b. The HSLs should have an operating humidity range of 85%, or better.

#### **2.2.4 Power**

- a. The HSLs must be battery-powered; and,
- b. The HSLs must have a battery life of 1.5 hours, or longer.

#### **2.2.5 Transportation Case**

- a. The transportation case for the HSLs should be made of rigid plastic or aluminum;
- b. The transportation case for the HSLs should meet at least IP65;
- c. The Transportation case for the HSLs should contain all equipment needed to fulfill the requirements listed in sections 2.1 to 2.2.4; and,
- d. The transportation case for the HSLs should secure the internal components to prevent damage during handling and ground transportation.

#### **2.2.6 Equipment Configuration**

Each HSLs kit must include the following:

- a. Quantity one HSLs, which meets the requirements of sections 2.1. to 2.2.4;
- b. Quantity one operator and maintenance manual (both hard and soft copies), which meet the documentation requirements of annex A;
- c. Any other items required for the use of the instrument, and;
- d. Quantity one transportation case.

**ANNEX "B"**

**Basis of Payment**

For the requirement as described in Annex A "Requirement", the Bidder must provide a firm unit price for all items including delivery. All prices must be in Canadian currency, FOB Destination, including customs duties, and excise taxes, if applicable. HST is extra.

Bidders must provide unit prices for both Pricing Basis "A" and Pricing Basis "B"

<b>Pricing Basis "A" – Initial Deliverables</b>				
<b>Must be delivered on or before 31 March 2022</b>				
<b>Item</b>	<b>Description</b>	<b>Qty "a"</b>	<b>Unit Price "b"</b>	<b>Extended Price*1 "a" x "b"</b>
1	Handheld simultaneous localization and mapping (SLAM) LiDAR systems as described in Annex "A" Requirement.  Note : In accordance with the operational and technical requirements in Annex A. – Part 2	6	\$ _____ CAD	\$ _____ CAD
2	Training Serial as per Annex A, Section 2.3	1	\$ _____ CAD	\$ _____ CAD
<b>Pricing Basis A - Total Evaluated Price*1 (Sum of Extended Prices of Item 1 &amp; Item 2)</b>				

\*1 Canada will complete during evaluation.

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## **Pricing Basis “B” - Optional Goods**

### **Pricing Periods**

Pricing Period 1 - 1 April 2022 - 31 March 2023  
Pricing Period 2 - 1 April 2023 - 31 March 2024  
Pricing Period 3 - 1 April 2024 - 31 March 2025  
Pricing Period 4 - 1 April 2025 - 31 March 2026  
Pricing Period 5 - 1 April 2026 - 31 March 2027

The Bidder must provide a firm unit price for all items and all pricing periods, including delivery. All prices must be in Canadian currency, FOB Destination, including customs duties, and excise taxes, if applicable. HST is extra.

Please see following page for Pricing Basis B

\*1 Canada will complete for evaluation purposes.

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## Pricing Basis "B" – Optional Goods and Services

### Options to purchase additional (HSLAM) LiDAR systems, Training Serials and Extended Warranties until 31 March 2027

Item	Description	Up to a total for all periods "a"	Pricing Period 1 Unit Price "b"	Pricing Period 2 Unit Price "c"	Pricing Period 3 Unit Price "d"	Pricing Period 4 Unit Price "e"	Pricing Period 5 Unit Price "f"	Avg Unit Price *1 (b+c+d+e+f)/5 "h"	Extended Price *1 (For evaluation purposes) "a" x "h"
1	Handheld simultaneous localization and mapping (HSLAM) LiDAR systems as described in Annex "A" Requirement  Note : Up to twelve HSLs kits in accordance with the operational and technical requirements in Annex B.	12	\$ ___/ea						
2	Training Serials	5	\$ ___/ea						
3	Extended Warranty  A one-year warranty extension for up to eighteen HSLs kits.	18	\$ ___/ea						
Pricing Basis "B" - Total Evaluated Price*1 (Sum of Extended Prices of Item 1 - 3)									

**ANNEX "C"**

**Mandatory and Point Rated Technical Evaluation Criteria**

The Bidder must demonstrate that their proposed equipment meets or exceeds the following Mandatory Technical Evaluation Criteria. For each specification listed, the bidder must include a reference to supporting technical documents included with their bid, such as literature, brochures and/or specifications for their proposed equipment, where it is clearly demonstrated that their proposed equipment meets the specification. If any of the equipment specification is missing from the supporting technical documentation, then the Bidder must provide a narrative to demonstrate how the equipment meets that particular specification.

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.

In the "Reference to Substantiation in the technical Bid" column, the bidder should state the page number and other information that would assist the evaluation team in locating the bidder's response to each of the MTC in their proposal.

<b>Number</b>	<b>Reference to Annex A Part 2</b>	<b>Requirement</b>	<b>REFERENCE TO SUBSTANTIATION IN THE TECHNICAL BID</b>
<b>M1</b>	2.1 a.	The HSLs must have a color display that gives the user live visualization of collected data points in 3D as the scan is performed	
<b>M2</b>	2.1c	The HSLs must be fully operable by a single operator while walking	
<b>M3</b>	2.1 d.	The HSLs scanner and viewer must not employ load-bearing straps or braces for their employment	
<b>M4</b>	2.1 e.	The entire HSLs, in operational configuration, must be readily stowable in a space of 30 cm by 30 cm by 20 cm without disassembly	
<b>M5</b>	2.1 f.	The HSLs, in operational configuration, must have a mass of 4 kg or less	
<b>M6</b>	2.1 h.	The HSLs must successfully perform indoor scans;	
<b>M7</b>	2.1 j.	The HSLs must successfully perform continuous scans on-the-move	
<b>M8</b>	2.1 k.	The HSLs must not require an external computer for post-processing (registering raw data, cleanup, generation of dimensionally accurate models, colorization);	

Number	Reference to Annex A Part 2	Requirement	REFERENCE TO SUBSTANTIATION IN THE TECHNICAL BID
<b>M9</b>	2.2.1 a.	The HSLs must have a LiDAR accuracy of $\pm 30$ mm, or better	
<b>M10</b>	2.2.1 c.	The HSLs must capture a minimum of 25,000 points/second	
<b>M11</b>	2.2.1 f.	The HSLs must successfully scan objects at 25m, or more	
<b>M12</b>	2.2.1 i.	The LiDAR of the HSLs must use a laser of Safety Class 1, or less powerful	
<b>M13</b>	2.2.1 j.	The HSLs must have simultaneous capture of HD color photos of the scanned area	
<b>M14</b>	2.2.1 l.	The HSLs must perform loop closure;	
<b>M15</b>	2.2.1 m.	The HSLs must have an internal data storage capacity of at least 500 GB	
<b>M16</b>	2.2.2 a.	The HSLs must use wired connections between the display, scanner and processor	
<b>M17</b>	2.2.2 d.	The HSLs must be able to enable and disable all wireless communication without impacting scanning performance	
<b>M18</b>	2.2.2 e.	The HSLs must provide data outputs in .ply and .las formats	
<b>M19</b>	2.2.4 a.	The HSLs must be battery-powered	
<b>M20</b>	2.2.4 b.	The HSLs must have a battery life of 1.5 hours, or longer	

**Point Rated Criteria**

Each Technical Bid which meets all the Mandatory Specifications, will be evaluated and scored in accordance with the following evaluation criteria:

Number	Reference to Annex A Part 2	Requirement	Maximum Points	Bidders will be awarded Points as follows	REFERENCE TO SUBSTANTIATION IN THE TECHNICAL BID
R1	2.1 b.	The HSLs should have a confidence indicator, which indicates the confidence of the data as it is acquired	15	Meets Criteria = 15 Does not meet = 0	
R2	2.1 g.	The entire HSLs, in operational configuration, should be a single, one-piece design	10	Meets Criteria = 10 Does not meet = 0	
R3	2.1 i.	The HSLs should successfully perform outdoor scans	5	Meets Criteria = 5 Does not meet = 0	
R4	2.1 l.	The HSLs should be fully operable with gloves	5	Meets Criteria = 5 Does not meet = 0	
R5	2.2.1 b.	The HSLs should have a LiDAR accuracy better than $\pm 30\text{mm}$	15	Accuracy $\geq \pm 30\text{mm}$ : 0 points $\pm 30\text{mm} >$ Accuracy $\geq \pm 20\text{mm}$ : 5 points $\pm 20\text{mm} >$ Accuracy $\geq \pm 10\text{mm}$ : 10 points Accuracy $< \pm 10\text{mm}$ : 15 points	
R6	2.2.1 d.	The HSLs should capture more than 25,000 points/second	15	Rate $\leq 25,000$ pt/s: 0 points $25,000$ pt/s $<$ Rate $\leq 100,000$ pt/s: 5 points $100,000$ pt/s $<$ Rate $\leq 200,000$ pt/s: 10 points Rate $> 200,000$ pt/s: 15 points	
R7	2.2.1 e.	The HSLs should incorporate GPS location (where signal is available) to the scan area	5	Meets Criteria = 5 Does not meet = 0	

Number	Appendix 2 to Annex A Reference	Requirement	Maximum Points	Bidders will be awarded Points as follows	REFERENCE TO SUBSTANTIATION IN THE TECHNICAL BID
R8	2.2.1 g.	The HSLs should successfully scan objects at 0.25m, or closer	5	Meets Criteria = 5 Does not meet = 0	
R9	2.2.1 h.	The HSLs should have a LiDAR field of view (FOV) of 180° X 180°, or wider	15	Meets Criteria = 15 Does not meet = 0	
R10	2.2.1 k.	The HSLs should perform camera colorization of data sets	10	Meets Criteria = 10 Does not meet = 0	
R11	2.2.2 b.	The HSLs should export data to an external PC via non-wireless means	10	Meets Criteria = 10 Does not meet = 0	
R12	2.2.2 c.	The HSLs should export data to an external PC via USB A or C	5	Meets Criteria = 5 Does not meet = 0	
R13	2.2.3 a.	The HSLs should have an operating temperature range of +5 to +40° C	10	Meets Criteria = 10 Does not meet = 0	
R14	2.2.3 b.	The HSLs should have an operating humidity range of 85%, or better	10	Meets Criteria = 10 Does not meet = 0	
R15	2.2.5 a.	The transportation case for the HSLs should be made of rigid plastic or aluminum	5	Meets Criteria = 5 Does not meet = 0	
R16	2.2.5 b.	The transportation case for the HSLs should meet at least IP65	5	Meets Criteria = 5 Does not meet = 0	
R17	2.2.5 c.	The Transportation case for the HSLs should contain all equipment needed to fulfill the requirements listed in sections 2.1 to 2.2.4;	5	Meets Criteria = 5 Does not meet = 0	
R18	2.2.5 d.	The transportation case for the HSLs should secure the internal components to prevent damage during handling and ground transportation	5	Meets Criteria = 5 Does not meet = 0	
		Maximum Points	155	Minimum Points Required 38	

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KIN-1-56057

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KIN655  
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## **ANNEX "D"**

### **SECURITY REQUIREMENTS CHECK LIST**



**SECURITY REQUIREMENTS CHECK LIST (SRCL)**

**LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

**PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE**

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine: **Department of National Defence** / 2. Branch or Directorate / Direction générale ou Direction: **CANSOFCOM**

3. a) Subcontract Number / Numéro du contrat de sous-traitance: / 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant:

4. Brief Description of Work / Brève description du travail:  
**Procurement of Portable Scanning and Mapping equipment, accessories, and on-site training.**

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?  No / Non  Yes / Oui

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?  No / Non  Yes / Oui

6. Indicate the type of access required / Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) / (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)  No / Non  Yes / Oui

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.  No / Non  Yes / Oui

6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?  No / Non  Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès

<b>Canada</b> <input type="checkbox"/>	<b>NATO / OTAN</b> <input type="checkbox"/>	<b>Foreign / Étranger</b> <input type="checkbox"/>
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7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>  Not releasable / À ne pas diffuser <input type="checkbox"/>  Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>    Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>    Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:
---	--	--

7. c) Level of information / Niveau d'information

PROTECTED A / PROTÉGÉ A <input type="checkbox"/> PROTECTED B / PROTÉGÉ B <input type="checkbox"/> PROTECTED C / PROTÉGÉ C <input type="checkbox"/> CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/> SECRET / SECRET <input type="checkbox"/> TOP SECRET / TRÈS SECRET <input type="checkbox"/> TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/> NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/> NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/> NATO SECRET / NATO SECRET <input type="checkbox"/> COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/> PROTECTED B / PROTÉGÉ B <input type="checkbox"/> PROTECTED C / PROTÉGÉ C <input type="checkbox"/> CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/> SECRET / SECRET <input type="checkbox"/> TOP SECRET / TRÈS SECRET <input type="checkbox"/> TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>
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**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :
9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui  
Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

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

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis
- |                                     |   |                          |  |                          |                            |                          |   |
|-------------------------------------|---|--------------------------|--|--------------------------|----------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | RELIABILITY STATUS<br>COTE DE FIABILITÉ     | <input type="checkbox"/> | CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> | SECRET<br>SECRET           | <input type="checkbox"/> | TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/>            | TOP SECRET – SIGINT<br>TRÈS SECRET – SIGINT | <input type="checkbox"/> | NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> | NATO SECRET<br>NATO SECRET | <input type="checkbox"/> | COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/>            | SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS       |                          |  |                          |                            |                          |   |
- Special comments:  
Commentaires spéciaux : **RS Required to access unit bldgs for trg**
- NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

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

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

**PRODUCTION**

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

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?  No / Non  Yes / Oui



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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

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

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

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



Contract Number / Numéro du contrat <b>W4948-22SE-06</b>
Security Classification / Classification de sécurité Unclassified

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées) <b>Duncan Coulter</b>	Title - Titre <b>Maj</b>	Signature <b>COULTER, DUNCAN 081</b>	Digitally signed by COULTER, DUNCAN 081 Date: 2021.06.30 10:34:04 -04'00'
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Telephone No. - N° de téléphone 613-392-2811 ext 5519	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel duncan.coulter@forces.gc.ca	Date Included in Digital Stamp
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14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées) <b>Sasa Medjovic</b>	Title - Titre <b>Senior security analyst</b>	Signature
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Telephone No. - N° de téléphone 613-996-0286	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel sasa.medjovic@forces.gc.ca	Date Included in Digital Stamp
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15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?	<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
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16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
---	---------------	-----------

Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date Included in Digital Stamp
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17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
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Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date Included in Digital Stamp
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Amd. No. - N° de la modif.  
File No. - N° du dossier  
KIN-1-56057

Buyer ID - Id de l'acheteur  
KIN655  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX "E" to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

## **ANNEX "F" to PART 5 of the BID SOLICITATION**

### **COVID-19 VACCINATION REQUIREMENT CERTIFICATION**

In accordance with the COVID-19 Vaccination Policy for Supplier Personnel, all Bidders must provide with their bid, the COVID-19 Vaccination Requirement Certification attached to this bid solicitation, to be given further consideration in this procurement process. This Certification incorporated into the bid solicitation on its closing date is incorporated into, and forms a binding part of any resulting Contract.

#### **COVID-19 Vaccination Requirement Certification**

I, \_\_\_\_\_ (*first and last name*), as the representative of  
\_\_\_\_\_ (*name of business*) pursuant to  
\_\_\_\_\_ (*insert solicitation number*), warrant and certify that  
all personnel that \_\_\_\_\_ (*name of business*) will provide on  
the resulting Contract who access federal government workplaces where they may come into  
contact with public servants will be:

- (a) fully vaccinated against COVID-19;
- (b) for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the *Canadian Human Rights Act*, subject to accommodation and mitigation measures that have been presented to and approved by Canada; or
- (c) partially vaccinated against COVID-19 for a period of up to 10 weeks from the date of their first dose and subject to temporary measures that have been presented to and approved by Canada, immediately after which period the personnel will meet the conditions of (a) or (b) or will no longer access federal government workplaces where they may come into contact with public servants under this Contract;

until such time that Canada indicates that the vaccination requirements of the COVID-19 Vaccination Policy for Supplier Personnel are no longer in effect.

I certify that all personnel provided by \_\_\_\_\_ (*name of business*) have been notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy for Supplier

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Personnel, and that the \_\_\_\_\_ (*name of business*) has certified to their compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true for the duration of the Contract. I understand that the certifications provided to Canada are subject to verification at all times. I also understand that Canada will declare a contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly, during the bid or contract period. Canada reserves the right to ask for additional information to verify the certifications. Failure to comply with any request or requirement imposed by Canada will constitute a default under the Contract.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Optional

For data purposes only, initial below if your business already has its own mandatory vaccination policy or requirements for employees in place. Initialing below **is not** a substitute for completing the mandatory certification above.

Initials: \_\_\_\_\_

Information you provide on this Certification Form and in accordance with the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in accordance with the Privacy Act. Please note that you have a right to access and correct any information on your file, and you have a right to file a complaint with the Office of the Privacy Commissioner regarding the handling of your personal information. These rights also apply to all individuals who are deemed to be personnel for the purpose for the Contract and who require access to federal government workplaces where they may come into contact with public servants.