



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À :**

Bid Receiving/Réception des soumissions

Email / Courriel : urp-bru@international.gc.ca

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal To: Department of Foreign Affairs Trade and Development.

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 thereof.

Proposition aux: Ministère des Affaires étrangères, commerce et développement

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 toutes feuilles ci-annexées, au(x) prix indiqué(s).

Comments - Commentaires

Issuing Office – Bureau de distribution

Foreign Affairs, Trade and Development / Affaires étrangères, commerce et développement, SPBC
200 Promenade du Portage,
Gatineau, QC

Title / Titre Improving Adolescent Girls' Inclusive Education (IMAGINE) in Mali		Date February 15, 2022
Solicitation No. / N° de l'invitation 2022-7431218/B		
Client Reference No. / No. de référence du client(e) P006790-001-PR1-000		
Solicitation Closes / L'invitation prend fin At / à : 14h00 EDT (Eastern Daylight Time) / HAE (Heure Avancée de l'Est) On / le : March 15, 2022		
F.O.B. / F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Destination of Goods and Services / Destinations des biens et services Department of Foreign Affairs, Trade and Development (DFATD)/ Ministère des Affaires étrangères, commerce et développement (MAECD)		
Address Inquiries to : / Adresser toute demande de renseignements à : Claudine Morin, Senior Contracting Officer Email / Courriel: Claudine.morin@international.gc.ca		
Delivery Required / Livraison exigée See herein — Voir en ceci	Delivery Offered / Livraison proposée	
Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur		
Telephone No. / No. de téléphone	Facsimile No. / No. de télécopieur	
Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)		
Signature	Date	



TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 REISSUE OF BID SOLICITATION	3
1.2 SECURITY REQUIREMENTS	3
1.3 STATEMENT OF WORK.....	3
1.4 DEBRIEFINGS.....	3
1.5 TRADE AGREEMENTS	3
1.6 COVID-19 VACCINATION REQUIREMENT	3
PART 2 - BIDDER INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	4
2.2 SUBMISSION OF BIDS	4
2.3 ENQUIRIES - BID SOLICITATION	4
2.4 APPLICABLE LAWS	5
2.5 BID CHALLENGE AND RECOURSE MECHANISMS	5
PART 3 - BID PREPARATION INSTRUCTIONS	6
3.1 BID PREPARATION INSTRUCTIONS.....	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	8
4.1 EVALUATION PROCEDURES	8
4.2 BASIS OF SELECTION	8
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	15
6.1 SECURITY REQUIREMENTS	15
6.2 STATEMENT OF WORK B4007C (2014-06-26).....	15
6.3 STANDARD CLAUSES AND CONDITIONS	15
6.4 TERM OF CONTRACT	17
6.5 AUTHORITIES.....	17
6.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	18
6.7 PAYMENT	18
6.8 INVOICING INSTRUCTIONS H3022 C (2016-01-28)	19
6.9 CERTIFICATIONS AND ADDITIONAL INFORMATION	20
6.10 APPLICABLE LAWS	20
6.11 PRIORITY OF DOCUMENTS	20
6.12 FOREIGN NATIONALS (CANADIAN CONTRACTOR) AND/OR (FOREIGN CONTRACTOR).....	20
6.13 INSURANCE - G1005C (2016-01-28).....	20
6.14 BASIS FOR CANADA'S OWNERSHIP OF INTELLECTUAL PROPERTY	20
6.15 DISPUTE RESOLUTION.....	21
6.16 PUBLIC RECOGNITION	21
6.17 ENVIRONMENTAL CONSIDERATIONS	22
6.18 DISPOSAL OF ASSETS	22
ANNEX A - STATEMENT OF WORK	23
ANNEX B - BASIS OF PAYMENT	27
ANNEX C - SECURITY REQUIREMENTS CHECK LIST	29
ANNEX D - EVALUATION CRITERIONS	33
ANNEX E - MANDATORY VACCINATION CERTIFICATION FORM	35



PART 1 - GENERAL INFORMATION

1.1 Reissue of Bid Solicitation

This bid solicitation cancels and supersedes previous bid solicitation number 2022-P-006790-7431218 dated September 8, 2021 with a closing of September 28, 2021 at 14:00pm. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

1.2 Security Requirements

There is no security requirement associated with this bid solicitation.

1.3 Statement of Work

The Work to be performed is detailed under Annex A of the resulting contract clauses.

1.4 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing or by telephone.

1.5 Trade Agreements

The requirement is subject to the, Canada-Chile Free Trade Agreement (CCFTA), Canada-Colombia Free Trade Agreement, Canada-Peru Free Trade Agreement (CPFTA), World Trade Organization-Agreement on Government Procurement (WTO-AGP), Canada-Panama Free Trade Agreement, Canada-Korea Free Trade Agreement (CKFTA), Canada - Ukraine Free Trade Agreement (CUFTA), Canada - European Union Comprehensive Economic and Trade Agreement (CETA), Canada-Honduras Free Trade Agreement, the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP), and the Canadian Free Trade Agreement (CFTA).

1.6 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

As this solicitation is issued by Department of Foreign Affairs, Trade and Development Canada (DFATD), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFATD or its Minister.

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>) 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: 180 days

2.2 Submission of Bids

Bids must be submitted only at the following email address: urp-bru@international.gc.ca by the date, time and place indicated on page 1 of the bid solicitation.

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

2.2.1 Improvement of requirement during the solicitation period A9076T (2007-05-25)

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favor a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least five (5) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

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 submit all its **email** bid in separately saved sections as follows and **prior to the bid closing date, time and location**:

Section I: Technical Bid (one electronic copy)

Section II: Financial Bid (one electronic copy)

Section III: Certifications and Additional Information (one electronic copy)

Important Note:

Department of Foreign Affairs, Trade and development Canada (DFATD) requests that Bidders follow the format instructions described below in the preparation of their bid:

- Use a numbering system corresponding to that of the bid solicitation;
- The size of the e-mail, including all attachments should **not exceed 20MB**, otherwise DFATD may not receive it. Should the e-mail exceed this size, Bidders are encouraged to compress files before attaching them to the e-mail.

It is important to note that e-mail systems can experience transmission delays, block e-mails that exceed its size limit and block or delay e-mails that contain elements such as scripts, formats, embedded macros and/or links. Such emails may be rejected by DFATD's e-mail system and/or firewall(s) without notice to the Bidder or to DFATD.

For bids transmitted by email, DFATD will not be responsible for any failure attributable to the transmission or receipt of the email bid. DFATD will send a confirmation email to the Bidders when the submission is received.

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

Canada requests that bidders follow the format instructions described below in the preparation of hard copy of their bid:

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.



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

Section II: Financial Bid

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

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

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 and Additional Information

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

Refer to Annex D

4.1.1.2 Point Rated Technical Criteria

Refer to Annex D

4.1.2 Financial Evaluation

A0220T (2014-06-26), Evaluation of Price-Bid

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

Refer to Annex D

4.2 Basis of Selection

4.2.1 Highest Combined Rating of Technical Merit and Price - A0027T (2012-07-16)

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum required for the technical evaluation criteria which are subject to point rating.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained divided by the maximum number of points available multiplied by the ratio of 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30 %.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equal 135 and the lowest evaluated price is \$45,000 (45).



Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)				
		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	Pricing Score	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27.00$	$45/45 \times 30 = 30.00$
Combined Rating		84.18	73.15	77.70
Overall Rating		1st	3rd	2nd



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

5.1.2.1 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 at **Annex E** 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.

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 procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.



5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources A3005T (2010-08-16)

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

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

5.2.3.2 Education and Experience A3010T (2010-08-16)

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

5.2.3.3 List of Names for Integrity Verification Form

Bidders must complete the List of Names for Integrity Verification form found in Attachment 1 to Part 5.

5.2.3.4 Contractor's Representative

The Contractor's Representative for the Contract is:

Name: _____

Title: _____

Address: _____

Telephone: _____

E-mail: _____

5.2.3.5 Supplementary Contractor Information

Pursuant to paragraph 221 (1)(d) of the Income Tax Act, payments made by departments and agencies under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T4-A supplementary slip.

To enable the Department of Fisheries and Oceans to comply with this requirement, the Contractor hereby agrees to provide the following information which it certifies to be correct, complete, and fully discloses the identification of this Contractor:

- a) The legal name of the entity or individual, as applicable (the name associated with the Social Insurance Number (SIN) or Business Number (BN), as well as the address and the postal code:



- b) The status of the contractor (individual, unincorporated business, corporation or partnership):

- c) For individuals and unincorporated businesses, the contractor's SIN and, if applicable, the BN, or if applicable, the Goods and Services Tax (GST)/Harmonized Sales Tax (HST) number:

- d) For corporations, the BN, or if this is not available, the GST/HST number. If there is no BN or GST/HST number, the T2 Corporation Tax number must be shown:

5.2.4 Former Public Servant A3025T (2020-05-04)

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

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

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

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

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

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).



Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

5.2.5 Language Requirement(s)

The Bidder certifies that the propose resource(s) possesses an advance reading, oral interaction and writing proficiency in **French**.

ADVANCED

For the purpose of this RFP and resulting contract, an individual who is “advanced” in **French** can **as a minimum** perform the following:

Advanced Reading Proficiency:

Ability to understand texts dealing with a wide variety of work-related topics; ability to understand most complex details, interferences and fine points of meanings; ability to read with good comprehension specialized or less familiar material.

Advanced Oral Interaction Proficiency:

Ability to give detailed explanations and descriptions; ability to handle hypothetical questions; ability to support an opinion, defend a point of view, or justify an action; ability to counsel and give advice; ability to handle complex work-related situations.

Advanced Writing Proficiency:

Ability to write explanations or descriptions in a variety of informal and formal work-related situations; ability to write texts in which the ideas are developed and presented in which vocabulary, grammar and spelling are generally appropriate and require few corrections.

The following certification signed by the contractor or an authorized officer:

"I certify that I have examined the information provided above and that it is correct and complete"

Signature

Print Name of Signatory



ATTACHMENT 1 TO PART 5 LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

Requirements

Section 17 of the *Ineligibility and Suspension Policy* (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names with their bid or offer. The required list differs depending on the bidder or offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

List of names for [integrity verification form](#)



PART 6 - RESULTING CONTRACT CLAUSES

DEFINITIONS

The terms “**at least**” or “**minimum**” represent the minimal expectation for a requirement. No points will be awarded if the expected minimum requirement is not demonstrated.

“**Thematic Assignment**”: A set of tasks and amount of work assigned to someone as part of a job in a thematic area.

“**Developing Countries**”: Countries listed under DAC list of Official Development Assistance (ODA)
Recipients: <http://www.oecd.org/dac/stats/daclist.htm>.

“**International Development**”: The objective of promoting sustainable development in developing countries in order to reduce poverty and contribute to a more secure, equitable and prosperous world.

“**Crisis/Conflict Countries**” are the countries listed in the SME Partner Countries list and classified for the following outcome framework: <https://www.globalpartnership.org/sites/default/files/document/file/2020-03-GPE-partner-countries-fragile-conflict.pdf>

“**Development Intervention**”: A general term for any activity, project, programme, strategy, policy, theme, sector, instrument, modality, institutional performance, etc., aimed to promote development. (OECD/DAC (2010) *Quality Standards for Development Evaluation*, OECD, Paris).

“**Gender Equality**”: Gender equality means that women and men enjoy the same status and have equal opportunity to realize their full human rights and potential to contribute to national, political, economic, social and cultural development, and to benefit from the results. (Source: Department of Foreign Affairs, Trade and Development Canada Policy on Gender Equality <https://www.international.gc.ca/world-monde/funding-financement/policy-politique.aspx?lang=eng>)

“**Recognized Education Institution**”: Defined as a public, non-governmental or private entity that has been given full or limited authority to grant degrees by an act of the relevant legislature.

“**Technical Services**” work where the Proposed Individual is directly responsible for the provision of subject matter expertise. Management or project management roles that do not require the direct provision of subject matter expertise are not considered ‘technical services’.

The bid must meet the mandatory technical criteria specified below. The bidder must provide the necessary documentation to support compliance with this requirement.

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 Statement of Work B4007C (2014-06-26)

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

6.3 Standard Clauses and Conditions

As this contract is issued by Department of Foreign Affairs, Trade and Development Canada (DFATD), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFATD or its Minister.

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

6.3.1.1 2010B (2021-12-02), General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

6.3.1.2 Subsection 10 of 2010B (2013-03-21), General Conditions - Professional Services (Medium Complexity) – Invoice submission, is amended as follows:

Delete: 2010B 10 (2013-03-21), Invoice submission

Insert: **Invoice submission**

1. Invoices must be submitted in the Contractor's name to edith.gouin@international.gc.ca. The Contractor must submit invoices for each delivery or shipment; invoices must only apply to the Contract. Each invoice must indicate whether it covers partial or final delivery.
2. Invoices must show:
 - a. Contractor's Name and remittance physical address;
 - b. Contractor's CRA Business Number or Procurement Business Number (PBN);
 - c. Invoice Date;
 - d. Invoice Number;
 - e. Invoice Amount (broken down into item and tax amounts);
 - f. Invoice Currency (if not in Canadian dollars);
 - g. DFATD Reference Number (PO Number or other valid reference number);
 - h. Description of the goods or services supplied (provide details of expenditures (such as item, quantity, unit of issue, fixed time labour rates and level of effort, subcontracts, as applicable) in accordance with the Basis of Payment, exclusive of Applicable Taxes;
 - i. Deduction for holdback, if applicable;
 - j. The extension of the totals, if applicable; and
 - k. If applicable, the method of shipment together with date, case numbers and part or reference numbers, shipment charges and any other additional charges.
3. Applicable Taxes must be specified on all invoices as a separate item along with corresponding registration numbers from the tax authorities. All items that are zero-rated, exempt or to which Applicable Taxes do not apply, must be identified as such on all invoices.
4. By submitting an invoice, the Contractor certifies that the invoice is consistent with the Work delivered and is in accordance with the Contract.

6.3.2 Supplemental General Conditions

6.3.2.1 4013 (2021-11-29) Compliance with on-site measures, standing orders, policies, and rules applies to and forms part of the Contract.

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.

6.3.2.2 4014 (2021-11-29) 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(s) *Default by the Contractor* or *Termination for convenience* of general conditions 2010B.

- 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 Contract Award to July 31, 2023.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Claudine Morin
 Title: Senior Contracting Officer
 Department: Foreign Affairs, Trade and Development Canada
 Directorate: Development Contracting and Management Services - SPBC
 Telephone: 343-553-1818
 E-mail address: Claudine.morin@international.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 *(to be inserted at Contract award)*

The Project Authority for the Contract is:

Name: _____
 Title: _____
 Telephone: _____
 E-mail address: _____

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

6.5.3 Contractor's Representative *(to be inserted at Contract award)*

The Contractor's Representative for the Contract is:



Name: _____
Title: _____
Telephone: _____
E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

6.7 Payment

6.7.1 Basis of Payment – Limitation of expenditure

The Contractor will be paid in the performance of the Work in accordance with the Basis of payment in annex B.

Canada's Total Liability

- A. Canada's total liability to the Contractor under the contract must not exceed the limitation of expenditure specified. Customs duties are included and Applicable Taxes are extra.
- B. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the final delivery date specified in the authorized TA, or
 - (c) as soon as the Contractor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,whichever comes first.
- C. If the notification is for inadequate authorized TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

Travel and Living expenses

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive](#), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Project Authority.

All payments are subject to government audit.

- Estimated Cost: **\$ 30,000.00**



Other Direct Expenses

The Contractor will be reimbursed for the direct expenses reasonably and properly incurred in the performance of the Work. These expenses will be paid at actual cost without mark-up, upon submission of an itemized statement supported by receipt vouchers.

- Estimated Cost: \$ 1,000.00

6.7.2 Monthly payments – H1008C (2008-05-12)

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

6.7.3 Limitation of Price C6000C (2017-08-17)

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.

6.7.4 Electronic Payment of Invoices –Contract

- i. Acquisition Card;
- ii. Direct Deposit (Domestic and International)

6.8 Invoicing Instructions H3022 C (2016-01-28)

The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for progress Payment.

Each claim must show:

- a. all information required on form [PWGSC-TPSGC 1111](#);
- b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c. the description and value of the milestone claimed as detailed in the Contract;
- d. the following codes:
 - Purchase order: 7431218
 - WBS Element: P-006790-PR1
 - GL Acct/ CC/ Fund: 43055/69150/1950
 - Vendor:

Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.

The Contractor must prepare and certify one original copy of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the Technical Authority and Contracting Transaction Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place. The Technical Authority will then forward the original copy of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

The Contractor must not submit claims until all work identified in the claim is completed.



6.9 Certifications and Additional Information

6.9.1 Compliance

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

6.10 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.*

6.11 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 4013 and 4014;
- (c) the general conditions 2010B;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) Annex D, Evaluation Criteria
- (h) Annex E, Mandatory Vaccination Certification Form
- (i) the Contractor's bid dated _____ *insert date of bid* [*If the bid was clarified or amended, insert at the time of contract award*]: “, as clarified on _____ *or*, as amended on _____ *and insert date(s) of clarification(s) or amendment(s)*

6.12 Foreign Nationals (Canadian Contractor) AND/OR (Foreign Contractor)

SACC *Manual* clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)
and/or
SACC *Manual* clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

6.13 Insurance - G1005C (2016-01-28)

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

6.14 Basis for Canada's Ownership of Intellectual Property

6.14.1 All intellectual property rights vest with the Contractor.

6.14.2 The Contractor hereby grants Canada, the beneficiaries of the Project and any person designated by DFATD, notably in the disposal of assets plan, a worldwide, perpetual, irrevocable, non-



exclusive, non-commercial, free-of-charge and royalty-free license, authorizing them to exercise all of the intellectual property rights in the Work and which:

- a. Authorizes them to do the acts reserved to the owner by the national law applicable to the Work or, if there is no law in a country where the license is exploited, the acts reserved to the owner by the applicable law in Canada; and
- b. Grant a free-of-charge and royalty-free sublicense to any person, authorizing the sub-licensee to do any or all of the acts mentioned in paragraph a.

6.14.3 The Contractor declares and warrants that the Work, an the exercise of the intellectual property rights granted under the Contract, in no way infringe upon the intellectual property rights of others or upon the legislation in force;

6.14.4 The obligations contained in this section must be reproduced in all sub-agreements and subcontracts.

6.15 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](#)".

6.16 Public Recognition

6.16.1 In consultation with DFATD, the Contractor must ensure visibility and provide public recognition of Canada's support to the Project in publications, speeches, press releases, websites, social media or other communication material. This must be done in a manner compliant with [Canada's Federal Identity Program](#).

6.16.2 The Contractor must plan for, and report on its public recognition activities in accordance with the reporting requirements of the Contract. The Contractor must supply DFATD with a copy of any written or electronic material acknowledging DFATD's support or information on its public recognition activities. DFATD may provide content and input into any supporting communication material.

6.16.3 The Contractor must provide at least fifteen (15) days advance notice to DFATD, unless otherwise agreed upon, of any planned initial public announcement of Canada's support. Prior to the initial announcement or until such time that DFATD publishes the Project in the public domain, communications activities must be limited to routine communications associated with Project implementation. DFATD will have the right to make the initial public announcement or participate in any official ceremony, public event or announcement made by the Contractor.

6.16.4 All public materials issued jointly by DFATD and the Contractor must be judged acceptable by both Parties and will be made available in both English and French.

6.16.5 After consultation, DFATD or the Contractor may request to cease all public recognition activities inter alia for security, programming or other compelling reasons. DFATD and the Contractor will consult each other to determine when the public recognition activities may resume.



6.17 Environmental Considerations

As part of Canada's policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired, Contractors should:

a) Paper consumption:

- Provide and transmit draft reports, final reports in electronic format. Should printed material be required, double sided printing in black and white format is the default unless otherwise specified by the Project Authority.
- Printed material is requested on minimum recycled content of 30% and/or certified as originating from a sustainably managed forest.
- Recycle unneeded printed documents (in accordance with Security requirements).

b) Travel requirements:

- The Contractor is encouraged to use video and/or teleconferencing where possible to cut down unnecessary travel.
- Use of Properties with Environmental Ratings: Contractors to the Government of Canada may access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, Contractors can go to the following link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for Contractors.
- Use public transportation or another method of green transportation as much as possible.

6.18 Disposal of Assets

6.18.1 Equipment, and materials purchased by the Contractor wholly or partly with funds provided by DFATD, will be the property of the Contractor until transferred to a Recipient Country or another approved entity in accordance with the approved disposal plan and will be marked accordingly by the Contractor until such transfer.

6.18.2 At the time of submission of the final report, or as required at any other time, the Contractor will make available to DFATD an inventory of such equipment, and materials along with a plan for disposal, and will at no cost transfer such equipment and materials to the Recipient Country or another entity following DFATD's approval of the disposal plan.



ANNEX A - STATEMENT OF WORK

1. TITLE:

The Improving Adolescent Girls' Inclusive Education Project (IMAGINE) implemented by Plan International Canada, in partnership with Save the Children Canada and World Vision Canada.

2. OBJECTIVE

The Department of Foreign Affairs, Trade and Development (DFATD) requires the services of a contractor and/or resource to act as Advisor and Monitoring Officer for the implementation of the IMAGINE project in Mali. The contractor and/or resource must also monitor how the Consortium specifically builds on issues and opportunities related to the education of girls and adolescent girls in crisis or conflict situations in accordance with the commitments made by Canada at the Charlevoix G7 Summit and promotes synergies with other Canadian projects to address this issue.

3. BACKGROUND

The 46-month Improving Adolescent Girls' Inclusive Education Project (IMAGINE), valued at \$19,803,941, was approved in response to Canada's G7 commitment in Charlevoix to support the education of girls and adolescent girls in crisis and conflict situations. The project objective is to improve the realization of rights to inclusive, quality and gender-sensitive education for 90,000 conflict-affected girls and adolescent girls in 11 communities in the Segou and Mopti regions of Mali.

The project will address human rights issues, in particular those related to barriers to gender-based education, through three intermediate outcomes:

- 1) Empowering adolescents, especially adolescent girls, in crisis-affected communities to increase their access to and progress through basic education;
- 2) Improving the equitable provision of inclusive, conflict-sensitive and quality education for girls/boys and adolescents in crisis-affected communities; and
- 3) Increasing education stakeholders' accountability for and sensitivity to the education of girls and adolescent girls in crisis-affected areas.

Project activities include:

- 1) Be familiar with the main documents, including: the Cadre stratégique pour la relance économique et le développement durable (CREDD) du Mali; the Programme décennal de développement de l'éducation et de la formation professionnelle, deuxième génération (PRODEC II); the logic model for the DFATD bilateral program in Mali; the implementation plan, logic model, performance measuring framework, narrative reports and project work plans; as well as corporate documents such as the Charlevoix Declaration on the Education of Girls, the PIP pertaining to the "Human Dignity" action area, the corporate planning tools for the Charlevoix projects and the key performance indicators for the education sector;
- 2) Stay informed and inform DFATD on issues, best practices and innovations in the education sector, particularly those affecting girls and adolescent girls in crisis and conflict zones;

4. TASKS

The contractor and/or resource must perform the following tasks in accordance with their DFATD approved work plan:

1. Raising awareness among adolescent boys and girls about the skills and abilities to have in order to make gender relations more positive and beneficial for women;
2. Training teachers on gender and conflict-sensitive curriculum content;
3. Training school managers on their roles to support inclusive, safe and gender-sensitive education environments;
4. Training government officials, members of community groups and women's organizations on gender-specific barriers to education, education legislation, policies and standards and evidence-based advocacy;
5. Organizing national and regional forums with key education stakeholders to share the results of case studies in Mali and to advocate for girls' education.



6. Monitoring continuously project activities to ensure achievement of outcomes, raise issues and make recommendations to DFATD;
7. Monitoring the effectiveness and efficiency of the implementing agency, including Canadian implementing partners (Save the Children Canada and World Vision Canada);
8. Providing advice on the progress of project outcomes using the Logic Model and the Performance Measurement Framework and make recommendations to DFATD on any observed constraints or issues;
9. Proposing changes or adjustments to project tracking tools (Logic Model and Performance Measurement Framework) when required;
10. Following up on collaborations and coordination between the implementing agency, its Canadian partners, other projects in the same sector (Canadian, national and international) and suggest synergies where appropriate;
11. Providing advice on the quality, effectiveness and efficiency of project management by the various members of the consortium (coordination, information flow, duties and responsibilities);
12. At the request of DFATD, participating in the project's technical and joint committees;
13. Compiling and analyze data collected on non-formal education models implemented in the intervention regions, identify issues and make recommendations to DFATD;
14. Compiling and analyze data collected on barriers to girls' education in intervention regions, identify issues and make recommendations to DFATD;
15. Tracking risks that may have an impact on the achievement of project outcomes; and follow up on strategies put in place to ensure outcome sustainability once the project is completed;
16. At DFATD's request, providing comments on various project or program documents, such as narrative reports, annual work plans, activity reports, mission reports, etc.;
17. Providing information on recent trends and priorities for policy dialogue in the education sector, specifically the education of girls and adolescent girls in crisis and conflict situations and the education of refugees and internally displaced persons;
18. Monitoring how each consortium member works with devolved education services and community bodies such as community councils, circle councils and regional councils to ensure the sustainability of learning outcomes;
19. Assessing each consortium member's contribution to the achievement of expected outcomes;
20. Assessing the collaboration of each consortium member with their local representatives to advise DFATD of potential issues;
21. Assessing the effectiveness and efficiency of collaborative bodies among consortium members;
22. Assessing the effectiveness and efficiency of the steering/collaboration bodies between the consortium and local and regional authorities.

5. DUTIES AND RESPONSIBILITIES

The contractor and/or resource will be responsible for performing the tasks described in Section 4 in accordance with the established schedule, expected outcomes, performance indicators and deliverables identified in an approved work plan. The technical authority will have ten working days to accept the deliverables or request changes by email. The contractor and/or resource will have five working days to modify the deliverables. In order to perform certain tasks, the contractor and/or resource will be required to undertake field missions.

6. CLIENT SUPPORT

The DFATD technical authority will be responsible for:

1. Communicating or disseminating key project-related documents and policies, programming approaches and processes, regulatory or reporting requirements, as appropriate;
2. Approving the work plans, mission plans, reports and deliverables of the contractor and/or resource;
3. Forwarding service requests to the contractor and/or resource;
4. Approving invoices and making payments according to the terms of the contract;
5. **In cooperation with the education specialist**, monitoring the technical quality of the services rendered by the contractor and/or resource;
6. Providing the contractor and/or resource with the background documents required to prepare for their missions.



7. DELIVERABLES

Description of the Deliverables	Output (report/presentation)	Delivery Date
Initial work plan	<ul style="list-style-type: none"> • Tasks • Methodology • Performance indicators • Expected outcomes • Timeline • Budget 	Within 30 days of signing the contract
Annual work plans	<ul style="list-style-type: none"> • Tasks • Methodology • Performance indicators • Expected outcomes • Timeline • Budget 	For the first: within 30 days of signing the contract. Second: within 30 days of the end of the fiscal year.
Mission plans	<ul style="list-style-type: none"> • Mission objectives • Dates • Locations to visit • Scheduled meetings • Expected outcomes • Budget 	Two weeks before the mission
Mission reports	<ul style="list-style-type: none"> • Mission steps • Outcomes achieved • Lessons learned • Recommendations • Budget 	Two weeks after the mission
Analysis/Searches/ Comments	Requirements to be determined by DFATD	TBD
End-of-contract report	Summary of follow-up activities, challenges encountered and lessons learned from the project	One month before end of contract

8. OFFICIAL LANGUAGES / SOFTWARE

a. Language

- i. The Department is under the obligation to respect the spirit and the letter of the Official Languages Act. It is, therefore, imperative that the Evaluation Team members and the Additional Specialized Personnel must be able to communicate verbally and in writing, in French.
- ii. Deliverables must be provided in French.



b. Software

All draft and final versions of the evaluability assessment, work plan and evaluation reports must be submitted in MS Word or a compatible software. PDF files are not acceptable.

9. TRAVEL

The contractor and/or resource will conduct one or two field missions each year based on the requirements and budget as well as safety and health conditions (related to COVID-19). Each mission will require DFATD approval and should not exceed 14 days, including travel days. In the event that travel is not possible, “virtual missions” will have to be scheduled with videoconferencing meetings with the relevant stakeholders.

10. MEETINGS

It is possible that “virtual missions” may need to be scheduled as videoconferencing sessions with the relevant stakeholders.

11. WORK LOCATION

The contractor and/or resource will work primarily from their office, but will be required to travel to the areas where the project is taking place.

12. CONSTRAINTS

The contractor and/or resource will be required to conduct missions in Mali. While travelling, the contractor and/or resource will be required to follow embassy security instructions.

13. ENVIRONMENT

The contractor and/or resource will be required to notify DFATD, if activities that may have environmental effects have been added to the project. In this case, DFATD will take the necessary measures to ensure that the project is not likely to have significant adverse effects on the environment.



ANNEX B - BASIS OF PAYMENT

The Bidder must complete this pricing schedule and include it in its financial bid.

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1. Professional Fees

The Contractor will be paid all inclusive fixed time rates as per Table 1: Professional Fees and Reimbursable Expenses

2. Level of effort

The Level of Effort (number of work days) estimated for this request is **175 days**. Please refer to Annex A – Statement of Work to calculate the Level of Effort for each proposed Resource.

3. Definition of a Day/Proration

For the purpose of this Contract, a day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the all inclusive fixed daily rate must be prorated to reflect the actual time worked.”)

Working hours X Daily Fees

7.5 hours

- i. All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
- ii. No overtime charges will be authorized under the Contract. All time worked will be compensated according to paragraph above.

4. Cost Reimbursable Expenses

Authorized travel and living expenses for Work if applicable

Concerning the requirements to travel described in the Statement of Work in Annex A, the Contractor will be paid for its authorized travel and living expenses reasonably and properly incurred in the performance of the Work done, delivered or performed outside the National Capital Region (NCR) defined in the [National Capital Act \(R.S.C., 1985, c. N-4\)](http://laws-lois.justice.gc.ca/eng/acts/N-4/page-9.html#docCont), available on the Justice Website (<http://laws-lois.justice.gc.ca/eng/acts/N-4/page-9.html#docCont>), at cost, without any allowance for profit and administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the [National Joint Council Travel Directive](#); and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

Canada will not accept travel and living expenses that may need to be incurred by the Contractor for any relocation of resources required to satisfy its contractual obligations.

All travel must have the prior authorization of the Technical Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

NOTE: We anticipate that it will not be necessary to travel, due to travel restrictions related to the COVID-19 pandemic remain in effect around the world, and the Government of Canada continues to advise Canadians to avoid non-essential travel outside of Canada until further notice.

To minimize travel, virtual platforms should remain the primary approach to service delivery.



5. Other Direct Expenses if applicable

The Contractor will be reimbursed the other direct expenses it reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Table 1: Professional Fees and Reimbursable Expenses if applicable

1.	(A) Professional Services	FIX FIRM RATE FOR DAILY FEE ALL INCLUDED (\$)				(F) ESTIMATED COSTS (\$) = (B) x (C) + (D) x (E)
		(B) LEVEL OF EFFORT ESTIMATED PERIOD 1 (IN DAYS)	(c) from the award date to March 31, 2023	(D) LEVEL OF EFFORT ESTIMATED PERIOD 2 (IN DAYS)	(E) From April 1st, 2023 to July 31, 2023	
	Proposed resource _____	25 DAYS	\$ _____	25 DAYS	\$ _____	\$ _____
	Name of the consultant					
2.	Travel and living expenses estimated if applicable					\$ 30,000.00
3.	Other direct expenses if applicable					\$ 1,000.00
4.	Total estimated Contract cost (Limitation of expenditures)					\$ _____
5.	Applicable taxes					\$ _____
6.	Total estimated Contract cost including taxes					\$ _____



ANNEX C - SECURITY REQUIREMENTS CHECK LIST

Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

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 AMC		2. Branch or Directorate / Direction générale ou Direction WVL
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		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité



Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

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

Special comments:

Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / 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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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

No
Non Yes
Oui

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

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

No
Non Yes
Oui

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



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
EDITH GOUIN	AGENT DE DÉVELOPPEMENT	<i>Edith Guin</i>	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
514-742-6470		edith.gouin@international.gc.ca	09/02/2021
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
DEJAN NUIC	Manager, Personnel Security Screening and Contracting	nuiC, Dejan <small>Digitally signed by nuiC, Dejan Date: 2021.02.10 14:27:13 -0500</small>	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
		dejan.nuiC@international.gc.ca	Feb. 10/2021
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 type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui			
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Claudine Morin	Senior Contracting Officer	<i>Claudine Morin</i>	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
		claudine.morin@international.gc.ca	February 14, 2022
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
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



ANNEX D - EVALUATION CRITERIONS

	TABLE 1: MANDATORY TECHNICAL CRITERIA	Met / Not Met	Reference to Proposal <small>(Please indicate section and page number, if applicable)</small>
M1	<p>The bidder must demonstrate that the proposed resource has at least ten (10) relevant years of professional experience, from the date of closing of this RFP, in:</p> <ul style="list-style-type: none"> - Project management <u>or</u> monitoring/advising <u>or</u> evaluation of international development projects. <p>To meet this requirement, the bidder must <u>indicate the duration (in months)</u> of the proposed resource's participation in each project or service listed.</p>		

Item	TABLE 2: POINT RATED TECHNICAL CRITERIA	Points	Reference to Proposal <small>(Please indicate section and page number, if applicable)</small>
	PROPOSED PERSONNEL		
R1	<p>Education (Maximum 15 points)</p> <p>The bidder should demonstrate how the proposed resource meets the following criteria. (résumé of the proposed resource)</p> <p>For purposes of this criterion: "Relevant discipline" means a discipline related to education or feminist studies or in a related field such as education, sociology or anthropology.</p> <p>(No points will be awarded for training in a non-relevant discipline)</p>		
R1.1	<p>Highest level for a degree in a relevant discipline (maximum 10 points)</p> <ul style="list-style-type: none"> • Bachelor's degree: 6 points • Master's degree: 8 points • PhD: 10 points 	/10	
R1.2	<p>Additional training in a relevant discipline (maximum 5 points)</p> <ul style="list-style-type: none"> • University degree: 4 points • University certificate: 1 point 	/5	
R2	<p>Professional Experience (maximum 65 points)</p> <p>The bidder should clearly demonstrate that it meets the following requirements.</p> <p>The résumé headings should provide a clear view of the nature and timing and level of effort in months for the projects.</p>		
R2.1	<p>Experience in implementing, managing, monitoring, advising or evaluating international development projects in the field of education (maximum 20 points)</p> <ul style="list-style-type: none"> • 120 months or more: 20 points • 60 months to 119 months: 15 points • 36 months to 59 months: 12 points • 24 months to 35 months: 9 points • 12 months to 23 months: 5 points • Less than 12 months: 0 point 	/20	



R2.2	Experience in implementing, managing, monitoring, advising or evaluating projects specific to the education of girls and adolescent girls (maximum 10 points) <ul style="list-style-type: none"> • 120 months: 10 points • 60 months to 119 months: 8 points • 36 months to 59 months: 6 points • 12 months to 35 months: 4 points • Less than 12 months: 0 point 	/10	
R2.3	Experience in implementing, managing, monitoring, advising or evaluating projects in countries in crisis or conflict situations (maximum 10 points) Two (2) points per project in a country in crisis or conflict.	/10	
R2.4	Experience in implementing, managing, monitoring, advising or evaluating gender equality projects as a core theme of the mandate (maximum 10 points) Two (2) points per gender equality project	/10	
R2.5	Experience working in results-based management (RBM) as a core mandate theme such as planning (including logic model development and performance measurement frameworks), RBM advisory support, RBM training, RBM project monitoring or evaluation (maximum 10 points) Two (2) points per results-based management project	/10	
R2.6	Experience in one or more of the following activities: implementation, management, monitoring by a consortium (maximum 5 points) <ul style="list-style-type: none"> • 60 months or more: 5 points • 36 months to 59 months: 3 points • 12 months to 35 months: 1 point • Less than 12 months: 0 point 	/5	
R2.7	Experience in implementing, managing, monitoring, advising or evaluating projects in Mali (maximum 5 points) One (1) point per project in Mali	/5	
Total Rated Technical Criteria The minimum pass mark for the rated technical criteria is 60% (51 points minimum required)		/85	

TABLE 3: FINANCIAL MANDATORY CRITERIA		Met / Not Met
F1	The total maximum funding available for the contract resulting from the bid solicitation is \$200,000.00 , Goods and Services Tax or Harmonized Sales Tax extra, as appropriate. This disclosure does not commit Canada to pay the maximum funding available. Bids valued in excess of this amount will be considered non-responsive.	



ANNEX E - MANDATORY VACCINATION CERTIFICATION FORM

Please complete the required information in the document hereunder.

Name of Representative (insert first and last name)	Business/Company Name
<p>I, as the Bidder/Contractor with the Department of Foreign Affairs, Trade and Development Canada listed in Annex E-1, I warrant and certify that all personnel, including any subcontracted personnel, who will provide services, who access federal government workplaces or has any contact with public servants will be:</p> <ul style="list-style-type: none"> • Fully vaccinated against COVID-19 with Health Canada-approved COVID-19 vaccine(s) or vaccines approved for emergency or ongoing use by the World Health Organization (WHO), as of November 15, 2021; or • Subject to accommodation and mitigation measures, as of November 15, 2021, that have been presented to and approved by Canada. This applies to personnel that are unable to be vaccinated due to a medical contraindication, religion or other prohibited grounds of discrimination under the <i>Canadian Human Right Act</i>; <p>until such time that Canada indicates that the mandatory vaccination requirements of the Government of Canada are no longer in effect.</p> <p>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 reserves the right to declare the Contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly, during the 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 may constitute a default under the Contract.</p>	
Title	
Telephone number	Email Address
Date (yy-mm-dd)	Signature

People are considered fully vaccinated 14 days after they have either:

- Met the definition for fully vaccinated in the jurisdiction in which they currently reside (e.g. CBS posted abroad who have not yet returned to Canada and host government for locally engaged staff).
- Received one additional dose of an mRNA vaccine at least 28 days after a complete or incomplete course/series of a non-Health Canada authorized vaccine (e.g. may be applicable for public servants who were posted abroad who received a non-Health Canada authorized vaccination and have now returned to Canada).
- Received three doses of any COVID-19 vaccine regardless if they are Health Canada authorized vaccines or non-Health Canada authorized vaccines.
- Received both doses of a Health Canada authorized vaccine that requires 2 doses to complete the vaccination series.
- Received 1 dose of a Health Canada authorized vaccine that only requires 1 dose to complete the vaccination series (as of September 16, 2021): Janssen (Johnson & Johnson) COVID-19 vaccine.



- Received required doses of vaccines approved for emergency or ongoing use by the World Health Organization (WHO), as of November 15, 2021.

Vaccines on the World Health Organizations Emergency Utilization List can be used to meet the definitions of non-Health Canada authorized and fully vaccinated above. https://extranet.who.int/pqweb/sites/default/files/documents/Status_COVID_VAX_19August2021.pdf

Definitions will be adjusted if and as required when the National Advisory Committee on Immunization (NACI) makes any future recommendations. Where a host-government authority has mandated a vaccine that is not WHO listed, inclusion may be considered, based on medical advice to the Deputy Minister of Foreign Affairs or her delegate.

The vaccination requirement does not apply to:

- situations where federal employees must enter contractor facilities (for example, meetings or other work related activities);
- situations where contractor personnel are only required to access Department of Foreign Affairs, Trade and Development Canada (DFATD) facilities occasionally (for example, weekly or ad hoc meetings, occasional work related activities).

ANNEX E-1			
I warrant and certify: (Indicate the following required information)			
(a)	(b)	(c)	(d)
Will comply with the requirements¹	Requires Accommodations² <ul style="list-style-type: none"> • the number of such personnel • the impacted work locations • the steps the contractor proposed to undertake to mitigate any associated risk (such as, regular rapid testing) 	Does not require access to any federal government workplaces³	Does not require contact with public servants on a regular basis
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

¹ While Canada reserves the right to ask for additional information at a later date to verify the certifications, please do not submit any personal information pertaining to your resources or employees, including proofs of vaccination through this certification request.

² Please do not provide any personal information, such as the name of an affected personnel or any specifics about an individual's medical contraindications or religious grounds with the Government of Canada contracting authorities.

³ If option (c) is selected, you warrant and certify that no personnel, including subcontractors and their personnel, will require any access to federal government workplaces for the performance of this Contract. This includes temporary access, such as the access required for in-office delivery, installation or repair of goods, equipment or supplies.