





## **NOTICE TO BIDDERS**

A Supply Arrangement (SA) is a method of supply used by Natural Resources Canada (NRCan) to procure goods and services.

An SA is an arrangement between Canada and pre-qualified suppliers that allows identified users to solicit bids from a pool of pre-qualified suppliers for specific requirements within the scope of an SA.

An SA is not a contract for the provision of the goods and services described in it and neither party is legally bound as a result of signing a SA alone. The intent of an SA is to establish a framework to permit expeditious processing of “individual bid solicitations” which result in legally binding contracts for the goods and services described in those bid solicitations.

The SA is open to non-Canadian suppliers. In addition, the content of the work may be done outside of Canada.



**TABLE OF CONTENTS**

**PART 1 - GENERAL INFORMATION ..... 5**

1.1 INTRODUCTION.....5

1.2 SUMMARY .....5

1.3 SECURITY REQUIREMENTS .....7

1.4 DEBRIEFINGS .....7

**PART 2 - SUPPLIER INSTRUCTIONS ..... 8**

2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....8

2.2 SUBMISSION OF ARRANGEMENTS .....8

2.3 FORMER PUBLIC SERVANT - NOTIFICATION.....9

2.4 FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - NOTIFICATION.....10

2.5 ENQUIRIES - REQUEST FOR SUPPLY ARRANGEMENTS .....10

2.6 APPLICABLE LAWS.....10

**PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS ..... 11**

3.1 ARRANGEMENT PREPARATION INSTRUCTIONS.....11

**PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION ..... 12**

4.1 EVALUATION PROCEDURES.....12

4.2 BASIS OF SELECTION.....12

**PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION ..... 14**

5.1 CERTIFICATIONS REQUIRED WITH THE ARRANGEMENT.....14

5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A SUPPLY ARRANGEMENT AND ADDITIONAL INFORMATION.....14

**A. SUPPLY ARRANGEMENT..... 16**

6.1 ARRANGEMENT .....16

6.2 SECURITY REQUIREMENTS .....16

6.3 STANDARD CLAUSES AND CONDITIONS.....16

6.4 TERM OF SUPPLY ARRANGEMENT .....17

6.5 AUTHORITIES .....17

6.6 IDENTIFIED USERS.....17

6.7 ON-GOING OPPORTUNITY FOR QUALIFICATION .....17

6.8 PRIORITY OF DOCUMENTS .....18

6.9 CERTIFICATIONS AND ADDITIONAL INFORMATION.....18

6.10 APPLICABLE LAWS.....18

**6.11 SUSPENSION OR CANCELLATION OF QUALIFICATION BY CANADA.....18**

**B. BID SOLICITATION ..... 19**

6.1 BID SOLICITATION DOCUMENTS .....19

6.2 BID SOLICITATION PROCESS.....19

**C. RESULTING CONTRACT CLAUSES ..... 21**

**ANNEX A - STATEMENT OF WORK ..... 22**

**ANNEX B - REPORTING ..... 25**

**ANNEX C – REPORT CARD ..... 26**



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|  |           |
|--|-----------|
| <b>ANNEX D – ABORIGINAL BUSINESS.....</b>    | <b>28</b> |
| <b>APPENDIX 1 - EVALUATION CRITERIA.....</b> | <b>33</b> |
| <b>APPENDIX 2 – SHAPEFILE .....</b>          | <b>56</b> |



## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Supply Arrangements (RFSA) is divided into six parts plus annexes and appendix, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Supplier Instructions: provides the instructions applicable to the clauses and conditions of the RFSA;
- Part 3 Arrangement Preparation Instructions: provides Suppliers with instructions on how to prepare the arrangement to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the arrangement and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided; and
- Part 6 6A, Supply Arrangement, 6B, Bid Solicitation, and 6C, Resulting Contract Clauses:
  - 6A, includes the Supply Arrangement (SA) with the applicable clauses and conditions;
  - 6B, includes the instructions for the bid solicitation process within the scope of the SA;
  - 6C, includes general information for the conditions which will apply to any contract entered into pursuant to the SA.

The Annexes include the Statement of Work, Reporting and Report card.

The Appendix includes the Evaluation Criteria and the Shapefiles.

### **1.2 Summary**

By means of the RFSA, Natural Resources Canada (NRCan) is seeking proposals from bidders to access professional services for the acquisition, classification and inspection of classification of airborne topographic LiDAR (Light Detection and Ranging), an airborne technology that uses a pulsed laser light that is emitted towards the Earth's surface, and then reflected back to the sensor.

In addition, for one of the works of this RFSA, NRCAN is seeking proposals from bidders to access professional services for the acquisition of aerial orthophotos in support to LiDAR.

Suppliers can qualify for four (4) work categories.

First work includes:

- Acquisition of airborne topographic LiDAR data
- Classification of airborne topographic LiDAR data
- Acquisition of aerial orthophotos in support to the LiDAR data



Second work includes:

- Acquisition of airborne topographic LiDAR data
- Classification of airborne topographic LiDAR data

Third work includes:

- Classification of existing airborne topographic LiDAR data

Fourth work includes:

- Inspection of classification of existing airborne topographic LiDAR data

Companies that qualify for a work of superior order automatically qualify for work(s) of lower order (e.g. qualifying for work #1 gives an automatic qualification for works #2, #3 and #4).

The Supply Arrangement will be in effect until September 30, 2024.

The requirement is subject to the provisions the Agreement on Internal Trade (AIT).

Though this request has not been set aside under the federal government's Procurement Strategy for Aboriginal Business (PSAB), enterprises are invited to complete Annex D – Aboriginal Business. A list of Aboriginal businesses will be available to allow us to identify Aboriginal businesses that have declared themselves in the Request for Supply Arrangement at our discretion, to put the process under the policy that would limit access to business qualified aboriginals.

The Request for Supply Arrangements (RFSA) is to establish supply arrangements for the delivery of the requirement detailed in the RFSA to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting supply arrangements.

The value of each contract from the Supply Arrangement will be typically between \$ 100,000 and \$400,000.

## **How Does a Supply Arrangement (SA) Work?**

### **The Two Phase Procurement Process**

**Phase 1** - is the action, by Natural Resources Canada, of soliciting offers from Contractors to provide Services. NRCan intends to issue Supply Arrangements (SAs) to those whose offers meet all the Mandatory Requirements and Conditions Precedent to the Issuance of the Supply Arrangements.

**Phase 2** - is the action, by Designated Representatives, of awarding contract or tendering for specific projects on an as-and-when-requested basis. Designated Representatives shall only request a quote from the Contractors who have received Supply Arrangements through Phase 1.

The representative will issue an "Invitation to Tender" (ITT) to SA Holders who must submit their tenders according to the instructions in each ITT. The tenders will be evaluated by client, according to the method stated in the ITT. The successful bidder will be awarded a contract (Call-up).

Each call-up awarded will incorporate by reference, all the terms and conditions set out in the Supply Arrangement.



### 1.2.1

This bid solicitation allows bidders to use the CPC Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information."

### 1.3 Security Requirements

There is no security requirements associated with this requirement.

### 1.4 Debriefings

Suppliers may request a debriefing on the results of the request for supply arrangements process. Suppliers should make the request to the Supply Arrangement Authority within 15 working days of receipt of the results of the request for supply arrangements process. The debriefing may be in writing, by telephone or in person.



## PART 2 - SUPPLIER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Supply Arrangements (RFSA) 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.

Suppliers who submit an arrangement agree to be bound by the instructions, clauses and conditions of the RFSA and accept the clauses and conditions of the Supply Arrangement and resulting contract(s).

The 2008 (2022-03-29) Standard Instructions - Request for Supply Arrangements - Goods or Services, are incorporated by reference into and form part of the RFSA.

- **In the complete text content (except Section 3) Delete:** Public Works and Government Services Canada” and **Insert:** “Natural Resources Canada.” **Delete:** “PWGSC” and **Insert:** “NRCan”
- **Section 2:** **Delete:** “Suppliers are required to” and **Insert:** “It is suggested that suppliers”
- **Subsection 1 of Section 8:** delete completely  
**Subsection 2 of Section 8: Delete:** : The only acceptable email address to use with CPC Connect for responses to bid solicitations issued by PWGSC headquarters is: [tpsgc.pareceptiondessaoumissions-apbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.pareceptiondessaoumissions-apbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca), or, if applicable, the email address identified in the bid solicitation. : The only acceptable email address to use with CPC Connect for responses to bid solicitations issued by PWGSC headquarters is: [tpsgc.pareceptiondessaoumissions-apbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.pareceptiondessaoumissions-apbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca), or, if applicable, the email address identified in the bid solicitation.  
**Insert:** The only acceptable email address to use with CPC Connect for responses to bid solicitation issued by NRCan is: <mailto:procurement-apvisionnement@NRCan-RNCan.gc.ca>
- **Under Subsection 2 of Section 19:** delete completely
- **Subsection 5.4:** Delete: 60 days and Insert: 120 days

### 2.2 Submission of Arrangements

Bidders must submit all proposals using the Canada Post Canada (CPC) Connect service. Given the current constraints on NRCan’s networks, the electronic mail system has a limit of 1GB per single message received and a limit of 20GB per conversation.

Bids must be submitted no later than the date and time indicated on page 1 of the bid solicitation.

**Only bids submitted using CPC Connect service will be accepted.**

**At least five (5) business days** before the bid solicitation closing date, it is necessary for the Bidder to send an email requesting to open CPC Connect conversation to the following address:

[procurement-apvisionnement@NRCan-RNCan.gc.ca](mailto:procurement-apvisionnement@NRCan-RNCan.gc.ca)





**Note:** Bids will not be accepted if e-mailed directly to this address. This e-mail address is to be used to open CPC Connect conversation, as detailed in the Standard Instructions [2003 \(Subsection of Section 08\)](#), or to send bids through CPC Connect message if the bidder is using its own licensing agreement for CPC Connect.

**IMPORTANT**

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

[NRCan-5000045352/D – Airborne topographic LiDAR work](#)

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

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

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



**PLEASE CLEARLY INDICATE FOR WHICH CATEGORY YOU SUBMIT THE BID**

**CATEGORY 1: Acquisition and classification of airborne topographic LiDAR data and aerial orthophotos**

**OR**

**CATEGORY 2: Acquisition and classification of airborne topographic LiDAR data**

**OR**

**CATEGORY 3: Classification of existing airborne topographic LiDAR data**

**OR**

**CATEGORY 4: Inspection of the classification of existing airborne topographic LiDAR data**

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

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

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

**2.3 Former Public Servant - Notification**



Service contracts awarded to former public servants in receipt of a pension or a lump sum payment must bear the closest public scrutiny and reflect fairness in the spending of public funds. Therefore, the bid solicitation will require that you provide information that, were you to be the successful bidder, your status with respect to being a former public servant in receipt of a pension or a lump sum payment, will be required to report this information on the departmental websites as part of the published proactive disclosure reports generated in accordance with Treasury Board policies and directives on contracts with former public servants, [Contracting Policy Notice 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

#### **2.4 Federal Contractors Program for Employment Equity - Notification**

The Federal Contractors Program (FCP) for employment equity requires that some contractors make a formal commitment to Employment and Social Development Canada (ESDC) - Labour to implement employment equity. In the event that this Supply Arrangement would lead to a contract subject to the Federal Contractors Program (FCP) for employment equity, the bid solicitation and resulting contract templates would include such specific requirements. Further information on the Federal Contractors Program (FCP) for employment equity can be found on [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

#### **2.5 Enquiries - Request for Supply Arrangements**

All enquiries must be submitted in writing to the Supply Arrangement Authority no later than five (5) calendar days before the Request for Supply Arrangements (RFSA) closing date. Enquiries received after that time may not be answered.

Suppliers should reference as accurately as possible the numbered item of the RFSA to which the enquiry relates. Care should be taken by Suppliers 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 Suppliers do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Suppliers. Enquiries not submitted in a form that can be distributed to all Suppliers may not be answered by Canada.

#### **2.6 Applicable Laws**

The Supply Arrangement (SA) and any contract awarded under the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

Suppliers may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of the arrangement, 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 Suppliers.



## **PART 3 - ARRANGEMENT PREPARATION INSTRUCTIONS**

### **3.1 Arrangement Preparation Instructions**

Canada requests that Suppliers provide the arrangement in separately bound sections as follows:

- Section I: Technical Arrangement (1 electronic copy)
- Section II: Certifications (1 electronic copy)
- Section III: Additional Information (1 electronic copy)
- Section IV: Shapefiles (1 electronic copy)

Canada requests that Suppliers follow the format instructions described below in the preparation of the arrangement.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) format;
- (b) use a numbering system that corresponds to that of the Request for Supply Arrangements.

#### **Section I: Technical Arrangement**

In the technical arrangement, Suppliers should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Certifications**

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

#### **Section III: Additional Information**

In Section III of their bid, bidders should provide:

1. the 1<sup>st</sup> page of this RFP signed with their legal name;
2. the name of the contact person (provide also this person's mailing address, phone numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid, and any contract that may result from their bid.

#### **Section IV: Shapefiles**

Suppliers should provide an ESRI Shape format polygon file as required in Appendix 2 – Shapefiles.



## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

- (a) Arrangements will be assessed in accordance with the entire requirement of the Request for Supply Arrangements including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the arrangements.

#### 4.1.1 Technical Evaluation

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

CATEGORY 1: page 34 to 43

CATEGORY 2: page 44 to 51

CATEGORY 3: page 52 to 54

CATEGORY 4: page 55 to 56

### 4.2 Basis of Selection

#### 4.2.1 Minimum Point Rating – Category 1

##### **CATEGORY 1: Acquisition and classification of airborne topographic LiDAR data and aerial orthophotos**

The firms that qualify under this category automatically qualify for Category 2 – Acquisition and Classification of airborne topographic LiDAR data, Category 3 – Classification of existing airborne topographic LiDAR data as well as for Category 4 – Inspection of the classification of existing airborne topographic LiDAR data.

1. To be declared responsive, an arrangement must:
  - a. comply with all the requirements of the Request for Supply Arrangement; and
  - b. meet all mandatory technical evaluation criteria; and
  - c. obtain the required minimum of **24 points** overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **40 points**.
2. Arrangements not meeting (a) or (b) or (c) will be declared non-responsive for the Category 1.
3. However, arrangements meeting the requirements of (a) and (b) and achieving at least 24 points on the rated evaluation criteria associated with LiDAR (CA1) automatically qualify for Category 2 - Acquisition and Classification of airborne topographic LiDAR Data.



#### 4.2.2 Minimum Point Rating – Category 2

##### **CATEGORY 2: Acquisition and classification of airborne topographic LiDAR data**

The firms that qualify under this category automatically qualify for Category 3 – Classification of existing airborne topographic LiDAR data as well as for Category 4 – Inspection of the classification of existing airborne topographic LiDAR data.

1. To be declared responsive, an arrangement must:
  - a. comply with all the requirements of the Request for Supply Arrangement; and
  - b. meet all mandatory technical evaluation criteria; and
  - c. obtain the required minimum of **24 points** overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **40 points**.
2. Arrangements not meeting (a) or (b) or (c) will be declared non-responsive.

#### 4.2.3 Minimum Point Rating – Category 3

##### **CATEGORY 3: Classification of existing airborne topographic LiDAR data**

The firms that qualify under this category automatically qualify for Category 4 – Inspection of the classification of existing airborne topographic LiDAR data.

1. To be declared responsive, an Arrangement must:
  - a. comply with all the requirements of the Request for Supply Arrangement; and
  - b. meet all mandatory technical evaluation criteria
  - c. obtain the required minimum of **12 points** overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **20 points**.
2. Arrangements not meeting (a), (b) or (c) will be declared non-responsive.

#### 4.2.4 Mandatory Technical Evaluation Criteria – Category 4

##### **CATEGORY 4: Inspection of the classification of existing airborne topographic LiDAR data**

An arrangement must comply with the requirements of the Request for Supply Arrangements and meet all mandatory technical evaluation criteria and financial evaluation criteria to be declared responsive.



## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Suppliers must provide the required certifications and additional information to be issued a supply arrangement (SA).

The certifications provided by Suppliers to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an arrangement non-responsive, or will declare a contractor in default if any certification made by the Supplier is found to be untrue whether made knowingly or unknowingly during the arrangement evaluation period, or during the period of any supply arrangement arising from this RFSA and any resulting contracts.

The Supply Arrangement Authority will have the right to ask for additional information to verify the Supplier's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Supply Arrangement Authority will render the arrangement non-responsive, or constitute a default under the Contract.

### 5.1 Certifications Required with the Arrangement

Suppliers must submit the following duly completed certifications as part of their arrangement.

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all suppliers must provide with their arrangement, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### 5.2 Certifications Precedent to the Issuance of a Supply Arrangement and Additional Information

The certifications and additional information listed below should be submitted with the arrangement, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Supply Arrangement Authority will inform the Supplier 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 arrangement 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 Supplier must provide the required documentation, **as applicable**, to be given further consideration in the procurement process.

- Suppliers that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, 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.



Name of Supplier: \_\_\_\_\_

Name of each member of the joint venture:

Member 1: \_\_\_\_\_

Member 2: \_\_\_\_\_

Identification of the directors / owners:

| NAME | FIRST NAME | TITLE |
|------|------------|-------|
|      |            |       |
|      |            |       |
|      |            |       |
|      |            |       |
|      |            |       |

**5.2.2 Status and Availability of Resources**

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

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

**5.2.3 Education and Experience**

The Supplier certifies that all the information provided in the résumés and supporting material submitted with the arrangement, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Supplier to be true and accurate.



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## PART 6 - SUPPLY ARRANGEMENT AND RESULTING CONTRACT CLAUSES

### A. SUPPLY ARRANGEMENT

#### 6.1 Arrangement

The Supply Arrangement covers the Work described in the Statement of Work at Annex A.

#### 6.2 Security Requirements

6.2.1 There is no security requirement applicable to the Supply Arrangement.

#### 6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Supply Arrangement and resulting contract(s) 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.

##### 6.3.1 General Conditions

2020 (2022-12-01) General Conditions - Supply Arrangement - Goods or Services, apply to and form part of the Supply Arrangement.

- **In the article 01: Delete:** Public Works and Government Services Canada” and **Insert:** “Natural Resources Canada.”

##### 6.3.2 Supply Arrangement Reporting

The Supplier must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Supply Arrangement. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Supplier must provide this data in accordance with the reporting requirements detailed in Annex D. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Supplier must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Supply Arrangement Authority.

(If an alternate reporting period is required, delete the quarterly periods provided below and define the alternate reporting period.)

The quarterly reporting periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Supply Arrangement Authority no later than 30 calendar days after the end of the reporting period.





## 6.4 Term of Supply Arrangement

### 6.4.1 Period of the Supply Arrangement

The period for awarding contracts under the Supply Arrangement is from the SA start date to September 30, 2024.

### 6.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Supply Arrangement (SA) is for the delivery of the requirement detailed in the SA to the Identified Users across Canada, **excluding** locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the supply arrangement.

## 6.5 Authorities

### 6.5.1 Supply Arrangement Authority

The Supply Arrangement Authority is:

Marie-Josée Michaud  
Procurement Specialist  
Natural Resources Canada  
1055, rue Du P.E.P.S., C.P. 10380  
Quebec, QC G1V 4C7  
418 563-6916  
[Marie-josée.michaud@nrcan-rncan.gc.ca](mailto:Marie-josée.michaud@nrcan-rncan.gc.ca)

The Supply Arrangement Authority is responsible for the issuance of the Supply Arrangement, its administration and its revision, if applicable.

### 6.5.2 Supplier's Representative \*\*\*\* to be fill in by the supplier\*\*\*\*

Name :  
Title :  
Address :  
Phone :  
Email :

## 6.6 Identified Users

The Identified User is Natural Resources Canada

## 6.7 On-going Opportunity for Qualification

A Notice will be posted once a year on the Government Electronic Tendering Service (GETS) to allow new Suppliers to become qualified. Existing qualified Suppliers, who have been issued a supply arrangement, will not be required to submit a new arrangement.



## 6.8 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 the Supply Arrangement;
- (b) the general conditions 2020 (2022-12-01), General Conditions - Supply Arrangement - Goods or Services;
- (c) Annex A – Statement of Work;
- (d) Annex B – Reporting;
- (e) Annex C – Report Card;
- (f) the Supplier's arrangement dated \_\_\_\_\_ (*insert date of arrangement*)

## 6.9 Certifications and Additional Information

### 6.9.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Supplier in its arrangement or precedent to issuance of the Supply Arrangement (SA), and the ongoing cooperation in providing additional information are conditions of issuance of the SA and failure to comply will constitute the Supplier in default. Certifications are subject to verification by Canada during the entire period of the SA and of any resulting contract that would continue beyond the period of the SA.

## 6.10 Applicable Laws

The Supply Arrangement (SA) and any contract resulting from the SA must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. (*Insert the name of the province as specified by the Supplier in the arrangement, if applicable*).

## 6.11 Suspension or Cancellation of Qualification by Canada

In addition to section 09 of general conditions 2020, the Canada may, by submitting a written notice to the supplier, suspend or cancel the Supply Arrangement where the supplier has made public any information contrary to the terms and conditions, price or availability of the systems referred to in this SA, Or the supplier is not fulfilling any of its obligations under this SA.



## B. BID SOLICITATION

### 6.1 Bid Solicitation Documents

Canada will use the following bid solicitation templates based on the estimated dollar value and complexity of the requirement:

- Medium Complexity (MC) for medium complexity requirements;
- High Complexity (HC) for more complex requirements.

A copy of the standard procurement template(s) can be requested by suppliers from the Supply Arrangement Authority or the Contracting Authority, as applicable.

**Note:** References to the HC and MC templates in PWGSC Requests for Supply Arrangements are provided as examples only. The latest versions of the template and terms and conditions will be used at time of bid solicitation.

The bid solicitation will contain as a minimum the following:

- (a) a complete description of the Work to be performed;
- (b) 2003 Standard Instructions - Goods or Services - Competitive Requirements;

Subsection 3.a) of Section 01, Integrity Provisions - Bid of the Standard Instructions 2003 incorporated by reference above is deleted in its entirety and replaced with the following:

- a. at the time of submitting an arrangement under the Request for Supply Arrangements (RFSA), the Bidder has already provided a list of names, as requested under the *Ineligibility and Suspension Policy*. During this procurement process, the Bidder must immediately inform Canada in writing of any changes affecting the list of directors.
- (c) bid preparation instructions;
- (d) instructions for the submission of bids (address for submission of bids, bid closing date and time);
- (e) evaluation procedures and basis of selection;
- (f) certifications;
- (g) conditions of the resulting contract.

### 6.2 Bid Solicitation Process

**6.2.1** Bids will be solicited for specific requirements within the scope of the Supply Arrangement (SA) from Suppliers who have been issued a SA.

**6.2.2** The bid solicitation will be sent directly to Suppliers.

**6.2.3** The bid solicitation will be made by the SA Identified User in accordance with the SA requirements.

a) Thresholds for contracts with or without tender:



1. **Requirements estimated at less than \$25,000.00, taxes included**  
NRCan may direct the requirement to a specific SA Holder or invite a limited number of SA Holders to respond within 5 calendar days from the bid solicitation date.
2. **Requirements estimated over \$25,000 but less than \$100,000.00, taxes included**  
All SA Holders are invited to respond within 10 calendar days from the bid solicitation date.
3. **Requirements exceeding \$100,000.00, taxes included**  
All SA Holders are invited to respond within 15 calendar days from the bid solicitation date.

b) Requests for bids relating to services in a CLCA region will not be processed under this Supply Arrangement

c) The bid solicitation and contracting process will be managed by an NRCan Contracting officer only.

d) Given the nature of the Supply Arrangement and the objective of providing a prompt and efficient bidding process, Natural Resources Canada will deviate from the usual process for issuing documents related to the Bid solicitation in the Government Electronic Tendering Service for contracts valued at \$100,000.00 or more.

#### 6.2.4 Supply Arrangement – Report Card

NRCan will evaluate the performance of all Supply Arrangement (SA) holders during each contract. The Performance Report will be evaluated against Annex C - Vendor Performance Report Card at the end of each contract.

The purpose of this Report Card is to enable assurance of acceptable performance of an SA Holder during the course of each awarded Contract. This Report Card is to be used at the end of each contract to provide the SA Holder with an assessment on their performance. At the end of each contract, the final Report Card will be provided to the SA Holder for their response and the final score attributed by NRCan shall be deemed final, at NRCan's full discretion. The SA Holder shall have the opportunity to provide comments on their scored performance.

The performance evaluation of a SA Holder will be affected if there is a significant delay in the delivery of the data or if the quality of the data produced does not meet the technical specifications of the project. In the case of a performance deemed unsatisfactory during the contract, a first notice will be sent in writing (email) to the SA Holder who will have to submit a recovery plan and confirm in writing that deliveries will be made according to a schedule which will have to be specified and accepted.

Should the score be less than 8 points, the SA holder could be penalized for his performance. These penalties could result in one or more of the following situations:

- Refusal to invite the SA Holder to the next opportunities / requests for proposals following a first result below 8;
- Refusal to invite the SA Holder on the next two (2) opportunities / requests for proposals, following a second result below 8;
- Refusal to invite the SA Holder to all future opportunities / requests for proposals for the duration of the SA, including option periods if applicable, following a third result below 8.



## C. RESULTING CONTRACT CLAUSES

The conditions of any contract awarded under the Supply Arrangement will be in accordance with the resulting contract clauses of the template used for the bid solicitation.

For any contract to be awarded using the template:

- (a) **MC** (for medium complexity requirements), general conditions [2010B](#) Professional Services - Medium Complexity will apply to the resulting contract;
- (b) **HC** (for high complexity requirements), general conditions [2035](#) Higher Complexity - Services will apply to the resulting contract.

A copy of the template(s) can be provided upon request by contacting the Strategic Policy Integration Division by sending a query to [TPSGC.Outilsdapprovisionnement-ProcurementTools.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.Outilsdapprovisionnement-ProcurementTools.PWGSC@tpsgc-pwgsc.gc.ca).

**Note:** References to the HC and MC templates in PWGSC Requests for Supply Arrangements are provided as examples only. The latest versions of the template and terms and conditions will be used at time of bid solicitation.



## ANNEX A - STATEMENT OF WORK

The elevation data is a layer of fundamental geospatial data that has been provided to Canadians for many years, free of charge, by Natural Resources Canada (NRCan). The renewal and the improvement of the elevation data coverage has recently been identified as a priority for the Canadian Geospatial Data Infrastructure. The NRCan project team for the Canada Centre for Mapping and Earth Observation (CCMEO) has developed a National Elevation Data Strategy.

The objectives of this strategy are to increase the high-precision elevation data coverage, take advantage of past and future acquisitions, and improve the accessibility of this data. An acquisition plan has therefore been developed by the team to cover the Canadian territory in accordance with data requirements and sources.

For a large part of the Canadian territory, the CCMEO team will acquire airborne topographic LiDAR data. This data is necessary for building forest inventories, enabling floodplain mapping, precision farming, infrastructure siting, etc.

NRCan also plays a leadership role in the standardization of LiDAR acquisitions in Canada. For example, the CCMEO's team coordinated the writing and publication of the [Federal airborne LiDAR data acquisition guideline](#).  
<https://geoscan.nrcan.gc.ca/starweb/geoscan/servlet.starweb?path=geoscan/fulle.web&search1=R=308383>  
Version 2.0 of this guideline was released in the fall of 2018.

LiDAR (Light Detection and Ranging) is an airborne technology that uses a pulsed laser light that is emitted towards the Earth's surface, and then reflected back to the sensor. Knowing the laser's diffusion rate and the time between the emission and the return, it is possible to calculate the distance between the sensor and the ground surface or the opaque objects covering it (their height).

This SA is targeting different types of work related to airborne topographic LiDAR data such as data acquisition, data classification and inspection. The SA also targets, for a particular work, the acquisition of aerial orthophotos in support to LiDAR data.

## SERVICE CATEGORIES

### 1- Acquisition and classification of airborne topographic LiDAR data and acquisition of aerial orthophotos

The required services call for the acquisition and classification of airborne topographic LiDAR data as well as aerial orthophotos data acquisition in support to LiDAR data. The classification process consists of assigning a category to the various points. The classification types may be, but are not limited to, those listed hereunder. They will be specified in the call for tender. For example: ground, vegetation, building, water, etc. The various classes are defined using the numeric codes found in the LAS or LAZ files. The acquisition may relate to new or existing LiDAR data provided by the supplier if it complies with the technical specifications described in the request for tender. Aerial orthophotos will need to have a coherent acquisition date with the LiDAR acquisition date.

### Technical Specifications

The technical specifications for each requirement will be provided in the call for tender.



## **Deliverables**

For each requirement, the deliverables may be, but are not limited to; those listed hereunder, and will be described in detail in the call for tender.

- Project planning report (for new acquisitions). This report must include details about the project methodology, the instruments that will be used and the data collection process.
- Project progress report (for new acquisitions).
- Data quality assurance report.
- Classified LiDAR files in LAS or LAZ format.
- Project area of interest in ESRI Shapefile format.
- LiDAR Metadata in accordance with a template provided by NRCan.
- Mosaic and orthophotos metadata in accordance with a template provided by NRCan.
- Mosaic and orthophotos in geotiff format.
- Aerotriangulation report.

### **2- Acquisition and classification of airborne topographic LiDAR data**

The required services call for the acquisition and classification of existing airborne topographic LiDAR data. The classification consists of assigning a category to the various points, according to the requirements listed in the call for tender. For example: ground, vegetation, building, water, etc. The various classes are defined using the numeric codes found in the LAS or LAZ files. The acquisition may relate to new or existing LiDAR data provided by the supplier if it complies with the technical specifications described in the request for tender.

#### **Technical Specifications**

The technical specifications for each requirement will be provided in the call for tender.

## **Deliverables**

For each requirement, the deliverables may be, but are not limited to; those listed hereunder, and will be described in detail in the call for tender.

- Project planning report (for new acquisitions). This report must include details about the project methodology, the instruments that will be used and the data collection process.
- Project progress report (for new acquisitions).
- Data quality assurance report.
- Classified LiDAR files in LAS or LAZ format.
- Project area of interest in ESRI Shapefile format.
- Metadata in accordance with a template provided by NRCan.

### **3- Classification of existing airborne topographic LiDAR data**

The required services call for the classification or improvement of the classification of existing airborne topographic LiDAR data provided by NRCan. The classification consists of assigning a category to the various points, according to the requirements listed in the call for tender. For example: ground, vegetation, building, water, etc. The various classes are defined using the numeric codes found in the LAS or LAZ files.

#### **Technical Specifications**

The technical specifications for each requirement will be provided in the call for tender.



### **Deliverables**

For each requirement, the deliverables may be, but are not limited to; those listed hereunder, and will be described in detail in the call for tender.

- Project planning and progress report
- Data quality assurance report.
- Classified LiDAR files in LAS or LAZ format.
- Metadata in accordance with a template provided by NRCan.

### **4- Inspection of the classification of existing airborne topographic LiDAR data**

The required services call for the inspection of the classification of existing airborne topographic LiDAR data provided by NRCan. The inspection consists of verifying the accuracy of the LiDAR points classification for a whole project or existing projects, or within pre-established areas by NRCan.

### **Technical Specifications**

The technical specifications for each requirement will be provided in the call for tender.

### **Deliverables**

For each requirement, the deliverables may be, but are not limited to; those listed hereunder, and will be described in detail in the call for tender.

- Project planning and progress report
- Data quality assurance report of data classification.





## ANNEX B - REPORTING

Typically, suppliers must report on a quarterly basis on the call-up/contract activities.

Such reports may contain, but are not limited to, the following information:

1. the supply arrangement number;
2. the supplier name;
3. the reporting period;
4. the call-up/contract number for each call-up/contract, including amendments;
5. the contracting authority;
6. the date of the call-up/contract;
7. the call-up/contract period;
8. the services provided;
9. the value of the call-up/contract, Goods or Services Tax/Harmonized Sales Tax included, as applicable.



**ANNEX C – REPORT CARD**

**Report Card  
For Contracts awarded under the Supply Arrangement  
related to topographic LiDAR.**

**Name of Project:**

**Contract Number:**

**Name of Supplier:**

**Name of Person Completing Form:**

**Title of Person Completing the Form**

**Date of Completion of Form:**

**Subject of Form (e.g., specific deliverable; project):**

The purpose of this Report Card is to enable assurance of acceptable performance of an SA Holder during the course of **each** awarded Contract. This Report Card is to be used at the end of each contract to provide the SA Holder with an assessment on their performance. The SA Holder shall have the opportunity to provide comments on their scored performance. At the end of each contract, the final Report Card will be provided to the SA Holder for their response and the final score attributed by NRCan shall be deemed final, at NRCan’s full discretion.

Should the score be less than 8 points, the SA holder could be penalized for his performance. These penalties could result in one or more of the following situations:

- Refusal to invite the SA Holder to the next opportunities / requests for proposals following a first result below 8;
- Refusal to invite the SA Holder on the next two (2) opportunities / requests for proposals, following a second result below 8;
- Refusal to invite the SA Holder to all future opportunities / requests for proposals for the duration of the SA, including option periods if applicable, following a third result below 8.

| Criteria      | Definitions  | Score |
|---------------|--|-------|
| Communication | <b>Definition: <i>Communications with Strategic Evaluation, Program Officials and Interviewees are professional (e.g., clear, courteous and businesslike).</i></b> |       |
|               | <b>1 Point</b> - Not very professional.  |       |
|               | <b>2 Points</b> - Mostly professional.   |       |
|               | <b>3 Points</b> - Consistently professional.   |       |
|               | <b>Comments:</b>   |       |
|               | <b>Definition: <i>The content of the deliverables is technically accurate and comprehensive.</i></b>   |       |
|               | <b>2 Point</b> - Contains significant technical inaccuracies compared to what was  |       |



|                              |   |    |
|------------------------------|---|----|
| Content                      | requested in the Statement of Work, even following a first recovery plan.   |    |
|                              | <b>4 Points -</b><br>The deliverable is acceptable in relation to the statement of work following a recovery plan.  |    |
|                              | <b>5 Points -</b> The deliverable is acceptable after minor changes made by the SA holder. Did not require a recovery plan.   |    |
|                              | <b>6 Points -</b> The deliverable is acceptable in relation to the Statement of Work. Required no correction and no recovery plan. NRCan was required to put very little effort into getting the final project to an acceptable level of quality. |    |
|                              | <b>Comments:</b>  |    |
| Punctuality                  | <b>Definition: <i>The deliverables are provided according to the timelines</i></b>  |    |
|                              | <b>1 Point -</b> Not provided within the timelines and no recovery plan was provided and agreed prior to the due dates OR the schedule of the recovery plan has not been respected.   |    |
|                              | <b>2 Points -</b> Not provided within the timelines but valid justification(s) and request(s) for extension(s) received and agreed to in advance, including through a recovery plan.  |    |
|                              | <b>3 Points -</b> Provided within the timelines.  |    |
|                              | <b>Comments:</b>  |    |
| <b>Total Score Available</b> |   | 12 |
| <b>Total Score Obtained</b>  |   |    |



## ANNEX D – ABORIGINAL BUSINESS

Outlet operating name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

**If several outlets are Aboriginal businesses, please complete this annex for each outlet concerned with the information for each business.**

Annex 9.4:

<https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/annex/9/4>

### Requirements for the Set-aside Program for Aboriginal Business

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

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

OR

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

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

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

2. Are there any other requirements attached to suppliers in the Set-Aside Program for Aboriginal Business?

Yes



- a. In respect of a contract, (goods, service or construction), on which a supplier is making a proposal which involves subcontracting, the supplier must certify in its bid that at least thirty-three percent of the value of the work performed under the contract will be performed by an Aboriginal business. Value of the work performed is considered to be the total value of the contract less any materials directly purchased by the contractor for the performance of the contract. Therefore, the supplier must notify and, where applicable, bind the subcontractor in writing with respect to the requirements that the Aboriginal Set-Aside Program (the Program) may impose on the subcontractor or subcontractors.
  - b. The supplier's contract with a subcontractor must also, where applicable, include a provision in which the subcontractor agrees to provide the supplier with information, substantiating its compliance with the Program, and authorize the supplier to have an audit performed by Canada to examine the subcontractor's records to verify the information provided. Failure by the supplier to exact or enforce such a provision will be deemed to be a breach of contract and subject to the civil consequences referred to in this document.
  - c. As part of its bid, the supplier must complete the Certification of Requirements for the Set-Aside Program for Aboriginal Business(certification) stating that it:
    - i. meets the requirements for the Program and will continue to do so throughout the duration of the contract;
    - ii. will, upon request, provide evidence that it meets the eligibility criteria;
    - iii. is willing to be audited regarding the certification; and
    - iv. acknowledges that if it is found NOT to meet the eligibility criteria, the supplier shall be subject to one or more of the civil consequences set out in the certification and the contract.
- ➔ See Standard Acquisition Clauses and Conditions (SACC) Manual clause [S3035T](#).
3. How must the business prove that it meets the requirements?
    - a. It is not necessary to provide evidence of eligibility at the time the bid is submitted. However, the business should have evidence of eligibility ready in case it is audited.
    - b. The civil consequences of making an untrue statement in the bid documents, or of not complying with the requirements of the Program or failing to produce satisfactory evidence to Canada regarding the requirements of the Program, may include: forfeiture of the bid deposit; retention of the holdback; disqualification of the business from participating in future contracts under the program; and/or termination of the contract. In the event that the contract is terminated because of an untrue statement or non-compliance with the requirements of the Program, Canada may engage another contractor to complete the performance of the contract and any additional costs incurred by Canada shall, upon the request of Canada, be borne by the business.
  4. What evidence may be required from the business?
    - a. Ownership and control
      - i. Evidence of ownership and control of an Aboriginal business or joint venture may include incorporation documents, shareholders' or members' register; partnership agreements; joint venture agreements; business name registration; banking arrangements; governance documents; minutes of meetings of Board of Directors and Management Committees; or other legal documents.
      - ii. Ownership of an Aboriginal business refers to "beneficial ownership" i.e., who is the real owner of the business. Canada may consider a variety of factors to satisfy whether Aboriginal persons have true and effective control of an



Aboriginal business. (See [Appendix A Set-aside Program for Aboriginal Business](#) for a list of the factors, which may be considered by Canada.)

- b. Employment and employees
  - i. Where an Aboriginal business has six or more full-time employees at the date of submitting the certification and is required by Canada to substantiate that at least 33 percent of the full-time employees are Aboriginal, the business must, upon request by Canada, immediately provide a completed Owner/Employee Certification form for each full-time employee who is Aboriginal.  
  
→ See SACC Manual clause [S3036T](#).
  - ii. Evidence as to whether an employee is or is not full-time and evidence as to the number of full-time employees may include payroll records, written offers for employment, and remittance and payroll information maintained for Canada Revenue Agency purposes as well as information related to pension and other benefit plans.
  - iii. A full-time employee, for the purpose of this program, is one who is on the payroll, is entitled to all benefits that other full-time employees of the business receive, such as pension plan, vacation pay and sick leave allowance, and works at least 30 hours a week. It is the number of full-time employees on the payroll of the business at the date of bid submission that determines the ratio of Aboriginal to total employees of the business for the purpose of establishing eligibility under the Program.
  - iv. Owners who are Aboriginal and full-time employees who are Aboriginal must be ready to provide evidence in support of such status. The Owner/Employee Certification to be completed by each owner and full-time employee who is Aboriginal shall state that the person meets the eligibility criteria and that the information supplied is true and complete. This certification shall provide the person's consent to the verification of the information submitted.
5. Subcontracts
  - a. Evidence of the proportion of work done by subcontractors may include contracts between the contractor and subcontractors, invoices, and paid cheques.
  - b. Evidence that a subcontractor is an Aboriginal business (where this is required to meet the minimum Aboriginal content of the contract) is the same as evidence that a prime contractor is an Aboriginal business.
6. Who is an Aboriginal Person for Purposes of the Set-Aside Program for Aboriginal Business?
  - a. An Aboriginal person is an Indian, Metis or Inuit who is ordinarily resident in Canada.
  - b. Evidence of being an Aboriginal person will consist of such proof as:
    - i. Indian registration in Canada;
    - ii. membership in an affiliate of the Metis National Council or the Congress of Aboriginal Peoples, or other recognized Aboriginal organizations in Canada;
    - iii. acceptance as an Aboriginal person by an established Aboriginal community in Canada;
    - iv. enrollment or entitlement to be enrolled pursuant to a comprehensive land claim agreement;
    - v. membership or entitlement to membership in a group with an accepted comprehensive claim;
    - vi. evidence of being resident in Canada includes a provincial or territorial driver's license, a lease or other appropriate document.



## SACC S3035T - Set-aside for Aboriginal Business

1. This procurement is set aside under the federal government Procurement Strategy for Aboriginal Business. For more information on Aboriginal business requirements of the Set-aside Program for Aboriginal Business see [Annex 9.4](#), of the *Supply Manual*.
2. The Supplier:
  - i. certifies that it meets, and will continue to meet throughout the duration of the Arrangement, the requirements described in the above-mentioned annex.
  - ii. agrees that any subcontractor it engages under the Arrangement must satisfy the requirements described in the above-mentioned annex.
  - iii. agrees to provide to Canada, immediately upon request, evidence supporting any subcontractor's compliance with the requirements described in the above-mentioned annex.
3. The Supplier must check one applicable box below:  
 The Supplier is an Aboriginal business that is a sole proprietorship, band, limited company, co-operative, partnership or not-for-profit organization.  
 The Supplier is either a joint venture consisting of two or more Aboriginal businesses or a joint venture between an Aboriginal business and a non-Aboriginal business.
4. The Supplier must check one applicable box below:  
 The Aboriginal business has fewer than six full-time employees.  
 The Aboriginal business has six or more full-time employees.
5. The Supplier must, upon request by Canada, provide all information and evidence supporting this certification. The Supplier must ensure that this evidence will be available for audit during normal business hours by a representative of Canada, who may make copies and take extracts from the evidence. The Supplier must provide all reasonably required facilities for any audits.
6. By submitting an arrangement, the Supplier certifies that the information submitted by the Supplier in response to the above requirements is accurate and complete.

### Appendix A Set-aside Program for Aboriginal Business

(Excerpt from Treasury Board Contracting Policy Notice 1996-6, Annex A.)

Factors that may be considered in determining whether Aboriginal persons have at least 51% ownership and control of an Aboriginal business include:

- a. capital stock and equity accounts, i.e., preferred stock, convertible securities, classes of common stock, warrants, options;
- b. dividend policy and payments;
- c. existence of stock options to employees;
- d. different treatment of equity transactions for corporations, partnerships, joint ventures, community organizations, cooperatives, etc.;



- e. examination of charter documents, i.e., corporate charter, partnership agreement, financial structure;
- f. concentration of ownership or managerial control in partners, stockholders, officers trustees and directors-based definition of duties;
- g. principal occupations and employer of the officers and directors to determine who they represent, i.e., banker, vested ownerships;
- h. minutes of directors meetings and stockholders meetings for significant decisions that affect operations and direction;
- i. executive and employee compensation records for indication of level of efforts associated with position;
- j. nature of the business in comparison with the type of contract being negotiated;
- k. cash management practices, i.e., payment of dividends - preferred dividends in arrears;
- l. tax returns to identify ownership and business history;
- m. goodwill contribution/contributed asset valuation to examine and ascertain the fair market value of non-cash capital contributions;
- n. contracts with owners, officers and employees to be fair and reasonable;
- o. stockholder authority, i.e., appointments of officers, directors, auditors;
- p. trust agreements made between parties to influence ownership and control decisions;
- q. partnership - allocation and distribution of net income, i.e., provision for salaries, interest on capital and distribution share ratios;
- r. litigation proceedings over ownership;
- s. transfer pricing from non-Aboriginal joint venture;
- t. payment of management or administrative fees;
- u. guarantees made by the Aboriginal business;
- v. collateral agreements.

## SACC S3036T - Owner/Employee Certification - Set-aside for Aboriginal Business

The Supplier must provide the following certification for each owner and employee who is Aboriginal:

1. I am \_\_\_\_\_ (*insert "an owner" and/or "a full-time employee"*) of \_\_\_\_\_ (*insert name of business*), and an Aboriginal person, as defined in [Annex 9.4](#) of the *Supply Manual*, entitled "Requirements for the Set-aside Program for Aboriginal Business".
2. I certify that the above statement is true and consent to its verification upon request by Canada.

\_\_\_\_\_  
Printed name of owner and/or employee

\_\_\_\_\_  
Signature of owner and/or employee

\_\_\_\_\_  
Date





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## APPENDIX 1 - EVALUATION CRITERIA

Bidders are advised to address these criteria in the following order and in sufficient depth in their proposals to enable a thorough assessment. NRCan's assessment will be based solely on the information contained within the proposal. NRCan may confirm information or seek clarification from bidders.

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

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

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

For the SA qualification, NRCan may recognize experience with other LiDAR technologies than Linear Mode LiDAR provided that it is clearly demonstrated that the requested specifications are met. However, for certain contracts, NRCan reserves the right to require the use of Linear Mode LiDAR in the specifications of bid solicitations.

### **CATEGORY 1: Acquisition and classification of airborne topographic LiDAR data and aerial orthophotos**

The firms that qualify under this category automatically qualify for Category 2 – Acquisition and Classification of airborne topographic LiDAR data, Category 3 – Classification of existing airborne topographic LiDAR data and Category 4 – Inspection of the classification of existing airborne topographic LiDAR data.

## **1. TECHNICAL CRITERIA**

### **1.1 MANDATORY EVALUATION CRITERIA**

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



| Requirement #.    | Mandatory Requirements  | TENDER PAGE #. | Success/Fail |
|-------------------|---|----------------|--------------|
| <p><b>MA1</b></p> | <p><b>Experience with acquisition of airborne topographic LiDAR data</b></p> <p>The supplier <b>must</b> demonstrate experience with two (2) raw airborne topographic LiDAR data acquisition projects of more than 2,000 km<sup>2</sup> with an Aggregate Nominal Pulse Density (ANPD) of at least 2 pls/m<sup>2</sup> over 90% of the territory (excluding waterbodies). The data must have been acquired with a Non-vegetated Vertical Accuracy of 19.6 cm or better at the 95-percent confidence level.</p> <p>In order to demonstrate that their company possesses the required experiences, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Aggregated Nominal Pulse Density (ANPD)</li> <li>- Non-vegetated Vertical accuracy at 95-percent confidence level.</li> <li>- Project Summary</li> </ul> <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"> <li>• It is requested to provide the experience using the <u>Table A below</u>.</li> </ul> <p>Note: <b>Aggregate Nominal Pulse Density (ANPD)</b> is a variant of nominal pulse density that expresses the total expected or actual density of pulses occurring in a specified unit area resulting from multiple passes of the light detection and ranging (LiDAR) instrument, or a single pass of a platform with multiple LiDAR instruments, over the same target area.</p> <p><b>Note:</b> The 2 projects must be completed within the last 5 years of the closing date of the RFSA</p> <p><b>Note:</b> Experiences MA1, MA2 and MA3 may be cumulated in the same projects.</p> <p><b>Note:</b> If necessary, references will only be contacted to confirm the information provided.</p> |                |              |



| Requirement #. | Mandatory Requirements   | TENDER PAGE #. | Success/Fail |
|----------------|--|----------------|--------------|
| MA2            | <p><b>Experience with acquisition of aerial imagery serving to produce orthophotos</b></p> <p>The supplier <b>must</b> demonstrate experience with two (2) aerial imagery data acquisition projects in the form of a mosaic. The projects must be of more than 2,000 km<sup>2</sup> and the mosaic of orthophotos with a resolution of 40 cm or better. Product obtained must be issued from a RGB or a near infrared optical sensor.</p> <p>In order to demonstrate that their company possesses the required experiences, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Resolution of the orthophotos mosaic</li> <li>- Spectral bands used</li> <li>- Project Summary</li> </ul> <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"> <li>• It is requested to provide the experience using the <u>Table B below</u>.</li> </ul> <p><b>Note:</b> The 2 projects must be completed within the last 5 years of the closing date of the RFSA</p> <p><b>Note:</b> Experiences MA1, MA2 and MA3 may be cumulated in the same projects.</p> <p><b>Note:</b> If necessary, references will only be contacted to confirm the information provided.</p> |                |              |



| Requirement #.    | Mandatory Requirements   | TENDER PAGE #. | Success/Fail |
|-------------------|--|----------------|--------------|
| <p><b>MA3</b></p> | <p><b>Experience with classification of airborne topographic LiDAR data</b></p> <p>The supplier <b>must</b> demonstrate experience with two (2) airborne topographic LiDAR data classification projects of more than 2,000 km<sup>2</sup>. The minimum classifications required are: Ground (2), Water (9) and Unclassified (1).</p> <p>In order to demonstrate that their company possesses the required experiences, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Classifications</li> <li>- Project Summary</li> </ul> <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"> <li>• It is requested to provide the experience using the <u>Table C below</u>.</li> </ul> <p><b>Note:</b> The 2 projects must be completed within the last 5 years of the closing date of the RFSA</p> <p><b>Note:</b> Experience for MA1, MA2 and MA3 requirements may have been cumulated in the same projects.</p> <p><b>Note:</b> If necessary, references will only be contacted to confirm the information provided.</p> |                |              |



Table A - MA1- Experience with acquisition of airborne topographic LiDAR data

| Requirements         | Project Name<br>Business Name<br>Contact Name<br>Email<br>Contact Information                                | Project Date                  | Coverage (km <sup>2</sup> ) | Density (ANPD) pls/m <sup>2</sup> | Non-Vegetated vertical accuracy at the 95-percent confidence level. (cm) | Project Summary  |
|----------------------|--|-------------------------------|-----------------------------|-----------------------------------|--|--|
| MA1<br>Project no. 1 | Project Y<br>ABC Enterprise<br>Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a><br>613-xxx-xxxx | June 2016 – July 2016 (incl.) | 2000                        | 4 pulses/m <sup>2</sup>           | 19.6 cm  | Brief description of the project and of the outcome of the <u>acquisition</u> . The information provided must relate to the experience required. If you attach a document as an appendix to Table A, please indicate where this information can be found in the tender (page and section). |
| MA1<br>Project no. 2 | ...  |                               |                             |                                   |  |  |

Table B - MA2- Experience with acquisition of aerial imagery serving to produce orthophotos

| Experience           | Project Name<br>Business Name<br>Contact Name<br>Contact Information                                      | Project Date                  | Coverage (km <sup>2</sup> ) | Orthophotos mosaic | Spectral bands | Project Summary  |
|----------------------|---|-------------------------------|-----------------------------|--------------------|----------------|--|
| MA2<br>Project no. 1 | Project Y<br>ABC Enterprise Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a><br>613-xxx-xxxx | June 2016 – July 2016 (incl.) | 2000                        | 10 cm              | RGB            | Brief description of the project and of the outcome of the <u>acquisition</u> . The information indicated here must relate to the experience required. If you attach a document as an appendix to Table B, please indicate where this information can be found in the tender (page and section). |
| MA2<br>Project no. 2 | ...   |                               |                             |                    |                |  |



Table C - MA3 - Experience with classification of airborne topographic LiDAR data

| Experience           | Project Name<br>Business Name<br>Contact Name<br>Contact<br>Information                                      | Project<br>Date | Coverage<br>(km <sup>2</sup> ) | Classifications<br>(ex: water,<br>ground) | Project Summary  |
|----------------------|--|-----------------|--------------------------------|---|--|
| MA3<br>Project no. 1 | Project Y<br>ABC Enterprise<br>Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a><br>613-xxx-xxxx | August<br>2017  | 2500 km <sup>2</sup>           | 1,2,9                                     | <i>Brief description of the project and of the outcome of the classification. The information indicated here must relate to the experience required. If you attach a document as an appendix to Table C, please indicate where this information can be found in the tender (page and section).</i> |
| MA3<br>Project no. 2 | ...  |                 |                                |   |  |



## 1.2 EVALUATION OF RATED CRITERIA

NRCan will use the following criteria to evaluate each proposal that meets the mandatory requirements.

Proposals must obtain the minimum score for each of the rated criteria in order to be considered compliant with the rated technical criteria; Proposals that do not achieve the minimum number of points required will be deemed non-compliant.

The rated criterias require a brief description of the sensors used to achieve the specifications. It is possible to use sensors that are not current corporate assets such as ones available through subcontract, rental or planned acquisitions during the SA term. NRCan will assess that the sensor provides acquisition capability within the requested specifications.

Proposals will be assessed against the following criteria:

| Requirement # | Rated criterias  | Maximum points   | PAGE NUMBER |
|---------------|--|------------------|-------------|
| <b>LiDAR</b>  |  |                  |             |
| <b>CA1</b>    | <p><b><u>Approach and Method</u></b></p> <p>The tenderer will demonstrate the ability to acquire LiDAR data according to the following specifications:</p> <ul style="list-style-type: none"> <li>• A Non-Vegetated vertical accuracy of 10 cm at the 95-percent confidence level</li> <li>• Calculated horizontal accuracy of 20 cm.</li> <li>• An Aggregate Nominal Pulse Density (ANPD) of 10 pls/m<sup>2</sup> on 90% of territory (excluding waterbodies)</li> <li>• Data classification according to the following classes : Ground (2), Building (6), Water (9), Low Point (noise)(7), Bridge Deck (17), High Noise (18), and unclassified (1)</li> <li>• Data must be delivered in 1km x 1km tiles.</li> <li>• Data is delivered according to the UTM NAD83 CSRS coordinate system</li> <li>• Elevation data is orthometric and relative to the Canadian Geodetic Vertical Datum of 2013 (CGVD2013)</li> </ul> <p><b>Note 1 :</b> NRCan would like the tenderer to describe the complete approach and method to acquire/classify LiDAR data that are compliant to the specifications described above. No precise area size was provided so the tendered can base its method on a hypothetical acquisition plan. Ideally, this plan should be based on an area rather than a corridor. An appropriate size could be &gt;2000 km<sup>2</sup>, such as the size of the project that is required for the mandatory requirements.</p> <p>A written description that includes images of maps presenting the flight lines, control, validation, etc. is preferable.</p> | <b>40 points</b> |             |



| Requirement #           | Rated criterias   | Maximum points   | PAGE NUMBER |
|-------------------------|---|------------------|-------------|
|                         | <p><b>Note 2 :</b> Aggregate Nominal Pulse Density (ANPD) is a variant of nominal pulse density that expresses the total expected or actual density of pulses occurring in a specified unit area resulting from multiple passes of the light detection and ranging (LiDAR) instrument, or a single pass of a platform with multiple LiDAR instruments, over the same target area.</p> <p>Our evaluation will be based on the following factors :</p> <ol style="list-style-type: none"> <li>1. Provide the manufacture, model and year of the device (sensor) that will be used for the LiDAR acquisition.<br/><b>(Instrumentation – 5 points maximum)</b></li> <li>2. Provide flight plan and data capture details to meet the specifications. (% of lateral overlap, scan angle, flight altitude, flight lines, reference control data).<br/><b>(Flight plan and data capture - 10 points maximum)</b></li> <li>3. Provide processing details required to achieve these specifications : (classification methodology for each required class, coordinate system, vertical reference system, tiling)<br/><b>(Data processing – 10 points maximum)</b></li> <li>4. Provide a quality control strategy that verifies that the data meets the specifications (accuracy, spatial distribution and regularity, pulse density, classification, territory without data (voids)<br/><b>(Data validation – 15 points maximum)</b></li> </ol> <p><b>See the evaluation grid with rated criteria.</b></p> |                  |             |
| <b>ORTHOPHOTOGRAPHS</b> |   |                  |             |
| <b>CA2</b>              | <p><b><u>Approach and Method</u></b></p> <p>The tenderer will demonstrate the ability to acquire aerial imagery serving to produce an orthophotograph mosaic according to the following specifications:</p> <ul style="list-style-type: none"> <li>• Data is delivered according to the UTM NAD83 CSRS coordinate system</li> <li>• Data resolution equivalent to 10 cm</li> <li>• Homogeneity of the radiometry over the whole territory</li> <li>• Perfectly clean photographs with no blurry area and of even luminosity</li> </ul>  | <b>40 points</b> |             |





| Requirement #           | Rated criterias   | Maximum points | PAGE NUMBER |
|-------------------------|---|----------------|-------------|
|                         | <ul style="list-style-type: none"> <li>• Photographs with no cloud</li> <li>• Orthorectified photographs created with a surface model of good quality</li> <li>• Orthophoto mosaic</li> <li>• Orthophotos planimetric accuracy equivalent to 10 cm (RMSE)</li> </ul> <p><b>Note 1</b> : NRCAN would like the tenderer to describe the complete approach and method to acquire orthophotos and create a mosaic that are compliant to the specifications described above. No precise area size was provided so the tendered can base its method on a hypothetical acquisition plan. Ideally, this plan should be based on an area rather than a corridor. An appropriate size could be &gt;2000 km<sup>2</sup>, such as the size of the project that is required for the mandatory requirements.</p> <p>A written description that includes images of maps presenting the flight lines, control, validation, etc. is preferable.</p> <p>Our evaluation will be based on the following factors :</p> <ol style="list-style-type: none"> <li>1. Provide the manufacture, model and year of the device (sensor) that will be used for the imagery acquisition.<br/><b>(Instrumentation – 5 points maximum)</b></li> <li>2. Provide flight plan and data capture details to meet the specifications. (% of longitudinal and lateral overlap, ground tracks, flight altitude, number flight lines, solar elevation, reference control data).<br/><b>(Flight plan and data capture - 10 points maximum)</b></li> <li>3. Provide processing details required to achieve these specifications : (coordinate system, aerotriangulation, orthorectification, radiometry, mosaic process)<br/><b>(Data processing – 10 points maximum)</b></li> <li>4. Provide a quality control strategy that verifies the data meets the specifications for the following criteria (accuracy, orthorectification, mosaic quality)<br/><b>(Data validation – 15 points maximum)</b></li> </ol> <p><b>See the evaluation grid with rated criteria.</b></p> |                |             |
| <b>Total points CA1</b> |   | ___/ 40        |             |
| <b>Total points CA2</b> |   | ___/ 40        |             |



The evaluation grid described below will be used to evaluate the bidder's proposal according to each rated criteria.

| <b>RATED CRITERIA EVALUATION GRID</b> |  |
|---------------------------------------|--|
| <b>Excellent</b><br>100%              | The rated criteria are established and the information provided demonstrates a thorough and comprehensive understanding of all required elements of the rated. |
| <b>Very Good</b><br>80%               | The information provided shows a clear and comprehensive understanding of all elements of the rated criteria.  |
| <b>Good</b><br>60%                    | The information provided demonstrates a clear and comprehensive understanding of most of the stated criteria.  |
| <b>Insufficient</b><br>40%            | The information provided demonstrates some relevant understanding of the stated criteria.  |
| <b>Poor</b><br>20%                    | The information provided shows that the tenderer has a minimal understanding of the stated criteria.   |
| <b>Unacceptable</b><br>0%             | The information provided does not meet the criteria.   |



**CATEGORY 2: Acquisition and classification of airborne topographic LiDAR data**

The firms that qualify under this category automatically qualify for Category 3 – Classification of existing airborne topographic LiDAR data and Category 4 – Inspection of the classification of existing airborne topographic LiDAR data.

**1. TECHNICAL CRITERIA**

**1.1 MANDATORY EVALUATION CRITERIA**

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

| Requirement #. | Mandatory Requirements  | TENDER PAGE #. | Success/Fail |
|----------------|---|----------------|--------------|
| MB1            | <p><b>Experience with acquisition of airborne topographic LiDAR data</b></p> <p>The supplier <b>must</b> demonstrate experience with two (2) raw airborne topographic LiDAR data acquisition projects of more than 2,000 km<sup>2</sup> with an Aggregate Nominal Pulse Density (ANPD) of at least 2 pls/m<sup>2</sup> over 90% of the territory (excluding waterbodies). The data must have been acquired with a Non-vegetated Vertical accuracy of 19.6 cm or better at the 95 percent confidence level.</p> <p>In order to demonstrate that their company possesses the required experiences, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Aggregated Nominal Pulse Density (ANPD)</li> <li>- Non-vegetated Vertical accuracy à 95-percent confidence level</li> <li>- Project Summary</li> </ul> |                |              |



| Requirement #. | Mandatory Requirements   | TENDER PAGE #. | Success/Fail |
|----------------|--|----------------|--------------|
| MB1            | <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"><li>• It is requested to provide the experience using the <u>Table D below</u>.</li></ul> <p>Note: <b>Aggregate Nominal Pulse Density (ANPD)</b> is a variant of nominal pulse density that expresses the total expected or actual density of pulses occurring in a specified unit area resulting from multiple passes of the light detection and ranging (LiDAR) instrument, or a single pass of a platform with multiple LiDAR instruments, over the same target area.</p> <p><b>Note:</b> The 2 projects must be completed within the last 5 years of the closing date of the RFSA</p> <p><b>Note:</b> Experiences MB1 and MB2 may be cumulated in the same projects.</p> <p><b>Note:</b> If necessary, references will only be contacted to confirm the information provided.</p> |                |              |



| Requirement #.    | Mandatory Requirements  | TENDER PAGE #. | Success/Fail |
|-------------------|---|----------------|--------------|
| <p><b>MB2</b></p> | <p><b>Experience with classification of airborne topographic LiDAR data</b></p> <p>The supplier <b>must</b> demonstrate experience with the classification of two (2) airborne topographic LiDAR data projects of more than 2,000 km<sup>2</sup>. The minimum classifications required are: Ground (2), Water (9) and Unclassified (1).</p> <p>In order to demonstrate that their company possesses the required qualifications, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Classifications</li> <li>- Project Summary</li> </ul> <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"> <li>• It is requested to provide the experience using the <u>Table E below</u>.</li> </ul> <p><b>Note:</b> The 2 projects must be completed within the last 5 years of the closing date of the RFSA.</p> <p><b>Note:</b> Experiences MB1 and MB2 may be cumulated in the same projects.</p> <p><b>Note:</b> If necessary, references will only be contacted to confirm the information provided.</p> |                |              |



**Table D – MB1 - Experience with acquisition of airborne topographic LiDAR data**

| Requirements         | Project Name<br>Business Name<br>Contact Name<br>Email<br>Contact Information                                | Project Date                        | Coverage (km <sup>2</sup> ) | Density (ANPD) pls/m <sup>2</sup> | Non-Vegetated vertical accuracy at the 95-percent confidence level. (cm) | Project Summary  |
|----------------------|--|-------------------------------------|-----------------------------|-----------------------------------|--|--|
| MB1<br>Project no. 1 | Project Y<br>ABC Enterprise<br>Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a><br>613-xxx-xxxx | June 2016 –<br>July 2016<br>(incl.) | 2000                        | 4 pls/m <sup>2</sup>              | 19.6 cm  | Brief description of the project and of the outcome of the <u>acquisition</u> . The information provided must relate to the experience required. If you attach a document as an appendix to Table A, please indicate where this information can be found in the tender (page and section). |
| MB1<br>Project no. 2 | ...  |                                     |                             |                                   |  |  |

**Table E – MB2 – Experience with classification of existing airborne topographic LiDAR data**

| Experience           | Project Name<br>Business Name<br>Contact Name<br>Contact Information                                   | Project Date                        | Coverage (km <sup>2</sup> ) | Classifications (ex: water, ground) | Project Summary   |
|----------------------|--|-------------------------------------|-----------------------------|-------------------------------------|---|
| MB2<br>Project no. 1 | Project Y<br>ABC Enterprise Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a> 613-xxx-xxxx | June 2016 –<br>July 2016<br>(incl.) | 2500                        | 1,2,9                               | Brief description of the project and of the outcome of the classification. The information indicated here must relate to the experience required. If you attach a document as an appendix to Table C, please indicate where this information can be found in the tender (page and section). |
| MB2<br>Project no. 2 |  |                                     |                             |                                     |   |

1.2 EVALUATION OF RATED CRITERIA



NRCan will use the following criteria to evaluate each proposal that meets the mandatory requirements.

Proposals must obtain the minimum score for each of the rated criteria in order to be considered compliant with the rated technical criteria; Proposals that do not achieve the minimum number of points required will be deemed non-compliant.

The rated criterias require a brief description of the sensors used to achieve the specifications. It is possible to use sensors that are not current corporate assets such as ones available through subcontract, rental or planned acquisitions during the SA term. NRCan will assess that the sensor provides acquisition capability within the requested specifications.

Proposals will be assessed against the following criteria:

| Requirement # | Rated criterias  | Maximum points   | PAGE NUMBER |
|---------------|--|------------------|-------------|
| CB1           | <b>LiDAR</b>   | <b>40 points</b> |             |
|               | <p><b><u>Approach and Method</u></b></p> <p>The tenderer will demonstrate the ability to acquire LiDAR data according to the following specifications:</p> <ul style="list-style-type: none"> <li>• A Non-Vegetated vertical accuracy (NVA) of 10 cm at the 95-percent confidence level</li> <li>• Calculated horizontal accuracy of 20 cm.</li> <li>• An Aggregate Nominal Pulse Density (ANPD) of 10 pls/m<sup>2</sup> on 90% of territory (excluding waterbodies)</li> <li>• Data classification according to the following classes : Ground (2), Building (6), Water (9), Low Point (noise)(7), Bridge Deck (17), High Noise (18), and unclassified (1)</li> <li>• Data must be delivered in 1km x 1km tiles.</li> <li>• Data is delivered according to the UTM NAD83 CSRS coordinate system</li> <li>• Elevation data is orthometric and relative to the Canadian Geodetic Vertical Datum of 2013 (CGVD2013)</li> </ul> |                  |             |



| Requirement # | Rated criterias  | Maximum points | PAGE NUMBER |
|---------------|--|----------------|-------------|
|               | <p style="text-align: center;"><b>LiDAR</b></p> <p><b>Note 1 :</b> NRCan would like the tenderer to describe the complete approach and method to acquire/classify LiDAR data that are compliant to the specifications described above. No precise area size was provided so the tendered can base its method on a hypothetical acquisition plan. Ideally, this plan should be based on an area rather than a corridor. An appropriate size could be &gt;2000 km<sup>2</sup>, such as the size of the project that is required for the mandatory requirements.</p> <p>A written description that includes images of maps presenting the flight lines, control, validation, etc. is preferable.</p> <p><b>Note 2:</b> Aggregate Nominal Pulse Density (ANPD) is a variant of nominal pulse density that expresses the total expected or actual density of pulses occurring in a specified unit area resulting from multiple passes of the light detection and ranging (LiDAR) instrument, or a single pass of a platform with multiple LiDAR instruments, over the same target area.</p> <p>Our evaluation will be based on the following factors :</p> <ol style="list-style-type: none"> <li>1. Provide the manufacture, model and year of the device (sensor) that will be used for the LiDAR acquisition. <b>(Instrumentation – 5 points maximum)</b></li> <li>2. Provide flight plan and data capture details to meet the specifications. (% of lateral overlap, scan angle, flight altitude, flight lines, reference control data). <b>(Flight plan and data capture - 10 points maximum)</b></li> <li>3. Provide processing details required to achieve these specifications : (classification methodology of each</li> </ol> |                |             |





| Requirement # | Rated criterias  | Maximum points | PAGE NUMBER |
|---------------|--|----------------|-------------|
|               | <p style="text-align: center;"><b>LiDAR</b></p> <p>required class, coordinate system, vertical reference system, tiling).<br/><b>(Data processing – 10 points maximum)</b></p> <p>4. Provide a quality control strategy that verifies that the data meets the specifications (accuracy, spatial distribution and regularity, pulse density, classification, territory without data (voids)).<br/><b>(Data validation – 15 points maximum)</b></p> <p><b>See the evaluation grid with rated criteria.</b></p> |                |             |
|               | <b>Total points</b>  | ___ / 40       |             |



The evaluation grid described below will be used to evaluate the bidder's proposal according to each rated criteria.

| <b>RATED CRITERIA EVALUATION GRID</b> |  |
|---------------------------------------|--|
| <b>Excellent</b><br>100%              | The rated criteria are established and the information provided demonstrates a thorough and comprehensive understanding of all required elements of the rated. |
| <b>Very Good</b><br>80%               | The information provided shows a clear and comprehensive understanding of all elements of the rated criteria.  |
| <b>Good</b><br>60%                    | The information provided demonstrates a clear and comprehensive understanding of most of the stated criteria.  |
| <b>Insufficient</b><br>40%            | The information provided demonstrates some relevant understanding of the stated criteria.  |
| <b>Poor</b><br>20%                    | The information provided shows that the tenderer has a minimal understanding of the stated criteria.   |
| <b>Unacceptable</b><br>0%             | The information provided does not meet the criteria.   |



**CATEGORY 3: Classification of existing airborne topographic LiDAR data**

**1. TECHNICAL CRITERIA**

**1.1 MANDATORY EVALUATION CRITERIA**

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

| Requirement #.                                | Mandatory Requirements   | TENDER PAGE #. | Success/Fail |
|---|--|----------------|--------------|
| <p style="text-align: center;"><b>MC1</b></p> | <p><b>Experience with classification of airborne topographic LiDAR data</b></p> <p>The supplier <b>must</b> demonstrate experience with the classification of two (2) airborne topographic LiDAR data projects of more than 2,000 km<sup>2</sup>. The minimum classifications required are:<br/>Ground (2), Water (9) and Unclassified (1).</p> <p>In order to demonstrate that their company possesses the required qualifications, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Classifications</li> <li>- Project Summary</li> </ul> <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"> <li>• It is requested to provide the experience using the <u>Table F below</u>.</li> </ul> <p>Note: The 2 projects must be completed within the last 5 years of the closing date of the RFSA.</p> <p>Note: If necessary, references will only be contacted to confirm the information provided.</p> |                |              |

**Table F – MC1 - Experience with classification of existing airborne topographic LiDAR data**



| Experience           | Project Name<br>Business Name<br>Contact Name<br>Contact Information   | Project Date                        | Coverage (km <sup>2</sup> ) | Classifications (ex: water, ground) | Project Summary   |
|----------------------|--|-------------------------------------|-----------------------------|-------------------------------------|---|
| MC1<br>Project no. 1 | Project Y<br>ABC Enterprise<br>Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a><br>613-xxx-xxxx | June 2016<br>– July 2016<br>(incl.) | 2500                        | 1,2,9                               | Brief description of the project and of the outcome of the classification. The information indicated here must relate to the experience required. If you attach a document as an appendix to Table C, please indicate where this information can be found in the tender (page and section). |
| MC1<br>Project no. 2 |  |                                     |                             |                                     |   |

**1.2 EVALUATION OF RATED CRITERIA**

NRCan will use the following criteria to evaluate each proposal that meets the mandatory requirements.

Proposals must obtain the minimum score for each of the rated criteria in order to be considered compliant with the rated technical criteria; Proposals that do not achieve the minimum number of points required will be deemed non-compliant.

Proposals will be assessed against the following criteria:

| Requirement # | Rated criterias  | Maximum points | PAGE NUMBER |
|---------------|--|----------------|-------------|
| CC1           | <p><b><u>Approach and Method</u></b></p> <p>The tenderer will demonstrate the ability to classify LiDAR data according to the following specifications:</p> <ul style="list-style-type: none"> <li>Data classification according to the following classes : Ground (2), Building (6) Water (9), Low Point (noise)(7), Bridge Deck (17), High Noise (18), and unclassified (1)</li> </ul> <p><b>Note :</b> NRCan would like the tenderer to describe the complete approach and method to classify LiDAR data that are compliant to the specifications described above. No precise area size was provided so the tendered can base its method on a hypothetical acquisition plan. Ideally, this plan should be based on an area rather than a corridor. An appropriate size could be &gt;2000 km<sup>2</sup>, such as the size of the project that is required for the mandatory</p> | 20 points      |             |



| Requirement #       | Rated criterias   | Maximum points  | PAGE NUMBER |
|---------------------|---|-----------------|-------------|
|                     | <p>requirements.</p> <p>A written description that includes images of maps presenting the flight lines, control, validation, etc. is preferable.</p> <p>Our evaluation will be based on the following factors :</p> <ol style="list-style-type: none"> <li>1. Provide process details for the classification of each required class.<br/><b>(Data classification – 10 points maximum)</b></li> <li>2. Provide a quality control strategy that will permit to validate that the data meet the classification specifications.<br/><b>(Flight plan and data capture - 10 points maximum)</b></li> </ol> <p><b>See the evaluation grid with rated criteria.</b></p> |                 |             |
| <b>Total points</b> |   | <b>___ / 20</b> |             |

The evaluation grid described below will be used to evaluate the bidder's proposal according to each rated criteria.

| RATED CRITERIA EVALUATION GRID |  |
|--------------------------------|--|
| <b>Excellent</b><br>100%       | The rated criteria are established and the information provided demonstrates a thorough and comprehensive understanding of all required elements of the rated. |
| <b>Very Good</b><br>80%        | The information provided shows a clear and comprehensive understanding of all elements of the rated criteria.  |
| <b>Good</b><br>60%             | The information provided demonstrates a clear and comprehensive understanding of most of the stated criteria.  |
| <b>Insufficient</b><br>40%     | The information provided demonstrates some relevant understanding of the stated criteria.  |
| <b>Poor</b><br>20%             | The information provided shows that the tenderer has a minimal understanding of the stated criteria.   |
| <b>Unacceptable</b><br>0%      | The information provided does not meet the criteria.   |

**CATEGORY 4 – Inspection of the classification of existing airborne topographic LiDAR data.**



**1. TECHNICAL CRITERIA**

**1.1 MANDATORY EVALUATION CRITERIA**

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

| Requirement #.    | Mandatory Requirements  | TENDER PAGE #. | Success/Fail |
|-------------------|---|----------------|--------------|
| <p><b>MD1</b></p> | <p><b>Experience with classification or inspection of the classification of airborne topographic LiDAR data</b></p> <p>The supplier <b>must</b> demonstrate experience with two (2) airborne topographic LiDAR data projects of more than 2,000 km<sup>2</sup> of data classification or inspection of classification. The minimum classifications required are:<br/>Ground (2), Water (9) and Unclassified (1).</p> <p>In order to demonstrate that their company possesses the required qualifications, bidders should provide the following information:</p> <ul style="list-style-type: none"> <li>- Project Name</li> <li>- Business Name</li> <li>- Contact Name and Contact Information (references)</li> <li>- Project Date</li> <li>- Coverage (km<sup>2</sup>)</li> <li>- Classifications</li> <li>- Project Summary</li> </ul> <p>→ If the information provided is deemed insufficient for fulfilling project requirements in terms of the above-mentioned criteria, the bid will be considered inadmissible.</p> <ul style="list-style-type: none"> <li>• It is requested to provide the experience using the <u>Table G below</u>.</li> </ul> <p>Note: The 2 projects must be completed within the last 5 years of the closing date of the RFSA.</p> <p>Note: If necessary, references will only be contacted to confirm the information provided.</p> |                |              |

**Table G – MD1 - Experience with classification of existing airborne topographic LiDAR data**

| Experience | Project Name<br>Business Name<br>Contact Name | Project Date | Coverage (km <sup>2</sup> ) | Classifications (ex: water, ground) | Project Summary |
|------------|---|--------------|-----------------------------|-------------------------------------|-----------------|
|------------|---|--------------|-----------------------------|-------------------------------------|-----------------|



|                      | Contact Information  |  |      |       |   |
|----------------------|--|--|------|-------|---|
| MD1<br>Project no. 1 | Project Y<br>ABC Enterprise<br>Mr. X<br><a href="mailto:misterx@abc.com">misterx@abc.com</a><br>613-xxx-xxxx | June 2016<br>– July<br>2016<br>(incl.) | 2500 | 1,2,9 | Brief description of the project and of the outcome of the classification or inspection of classification. The information indicated here must relate to the experience required. If you attach a document as an appendix to Table C, please indicate where this information can be found in the tender (page and section). |



## APPENDIX 2 – SHAPEFILE

The certifications and additional information listed below should be submitted with the arrangement, but may be submitted afterwards. If these required certifications or additional information are not completed and submitted as requested, the Supply Arrangement Authority will inform the Supplier 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 arrangement non-responsive.

In the case where the size of the required files below exceeds 10 MB in total, a simple generalization could be performed on the polygons by the bidder in order to reduce the volume.

### **For CATEGORY 1: Acquisition and classification of airborne topographic LiDAR data and aerial orthophotos**

#### Criteria MA1

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MA1\_scope\_projects.shp for this file.

#### Criteria MA2

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MA2\_scope\_projects.shp for this file.

#### Criteria MA3

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MA3\_scope\_projects.shp for this file.

### **For CATEGORY 2: Acquisition and classification of airborne topographic LiDAR data**

#### Criteria MB1

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MB1\_scope\_projects.shp for this file.

#### Criteria MB2

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MB2\_scope\_projects.shp for this file.

### **For CATEGORY 3: Classification of existing airborne topographic LiDAR data**

#### Criteria MC1

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MC1\_scope\_projects.shp for this file.

### **For CATEGORY 4 – Inspection of the classification of existing airborne topographic LiDAR data**

#### Criteria MD1

It is requested to provide a polygon file in an ESRI Shapefile format describing the coverage of the two (2) acquisition projects. Please use the name MD1\_scope\_projects.shp for this file.