

Solicitation No. - N° de l'invitation
30004437
Client Ref. No. - N° de réf. du client
XXXXX-XXXXXX

Amd. No. - N° de la modif.
File No. - N° du dossier
xxxxx.XXXXX-XXXXXX

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

Bid Receiving/Réception des soumissions

Procurement Hub | Centre
d'approvisionnement
Fisheries and Oceans Canada | Pêches et
Océans Canada
301 Bishop Drive | 301 promenade Bishop
Fredericton, NB E3C 2M6

Email - courriel

REQUEST FOR STANDING OFFER

DEMANDE D'OFFRES À COMMANDES (DOC)

Proposal to: Fisheries and Oceans Canada

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

Proposition aux : Pêches et Océans Canada

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

Comments: - Commentaries :

Title – Sujet Technical and Analytical Support for Enumeration of Salmon Populations using Electronic Counters and Radiofrequency Identification		Date January 10th, 2023
Solicitation No. – N° de l'invitation 30004437		
Client Reference No. - No. de référence du client 30004437		
Solicitation Closes – L'invitation prend fin At /à : 14:00 ADT On / le : Monday February 5th, 2024		
F.O.B. – F.A.B Destination	GST – TPS See herein — Voir ci- inclus	Duty – Droits See herein — Voir ci-inclus
Destination of Services – Destinations des services See herein — Voir ci-inclus		
Instructions See herein — Voir ci-inclus		
Address Inquiries to – Adresser toute demande de renseignements à Marie-Carmen Sedji – Contracting Specialist Email – courriel: :DFO.Tenders-Soumissions.MPO@dfo-mpo.gc.ca CC : Marie-Carmen.Sedji@dfo-mpo.gc.ca		
Delivery Required – Livraison exigée See herein — Voir ci-inclus	Delivery Offered – Livraison proposée	
Vendor Name, Address and Representative – Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur:		
Telephone No. – No. de téléphone	Facsimile No. – No. de télécopieur	
Name and title of person authorized to sign on behalf of Vendor (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)		
Signature	Date	

TABLE OF CONTENTS

PART 1 – GENERAL INFORMATION	<u>4</u>
1.1 INTRODUCTION	<u>4</u>
1.2 SUMMARY	<u>4</u>
1.3 SECURITY REQUIREMENTS	<u>5</u>
1.3 DEBRIEFINGS	<u>5</u>
PART 2 - OFFEROR INSTRUCTIONS	<u>6</u>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	<u>6</u>
2.2 SUBMISSION OF OFFERS	<u>6</u>
2.3 ENQUIRIES - REQUEST FOR STANDING OFFERS.....	<u>6</u>
2.4 APPLICABLE LAWS	<u>6</u>
2.5 BID CHALLENGE AND RECOURSE MECHANISMS	<u>7</u>
PART 3 - OFFER PREPARATION INSTRUCTIONS.....	<u>8</u>
3.1 OFFER PREPARATION INSTRUCTIONS.....	<u>8</u>
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	<u>91</u>
4.1 EVALUATION PROCEDURES	<u>111</u>
4.2 BASIS OF SELECTION.....	<u>111</u>
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	<u>12</u>
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER	<u>12</u>
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION.....	<u>12</u>
PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS	<u>17</u>
6.1 SECURITY REQUIREMENTS	<u>17</u>
PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	<u>18</u>
A. STANDING OFFER	<u>18</u>
7.1 OFFER	<u>18</u>
7.2 SECURITY REQUIREMENTS	<u>18</u>
7.3 STANDARD CLAUSES AND CONDITIONS	<u>18</u>
7.4 TERM OF STANDING OFFER.....	<u>19</u>
7.5 AUTHORITIES	<u>19</u>
7.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	<u>20</u>
7.7 IDENTIFIED USERS	<u>20</u>
7.8 CALL-UP PROCEDURES	<u>20</u>
7.9 CALL-UP INSTRUMENT	<u>21</u>
7.10 LIMITATION OF CALL-UPS.....	<u>21</u>
7.11 PRIORITY OF DOCUMENTS	<u>21</u>
7.12 CERTIFICATIONS AND ADDITIONAL INFORMATION	<u>21</u>
7.13 APPLICABLE LAWS	<u>22</u>
B. RESULTING CONTRACT CLAUSES	<u>23</u>
7.1 STATEMENT OF WORK.....	<u>233</u>
7.2 STANDARD CLAUSES AND CONDITIONS	<u>233</u>
7.3 TERM OF CONTRACT	<u>23</u>
7.4 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	<u>23</u>
7.5 PAYMENT	<u>23</u>
7.6 INVOICING INSTRUCTIONS	<u>24</u>

7.7 INSURANCE REQUIREMENTS 24

7.8 DISPUTE RESOLUTION 24

7.9 ENVIRONMENTAL CONSIDERATIONS 25

ANNEX "A" 26

 STATEMENT OF WORK 26

ANNEX "B" 31

 BASIS OF PAYMENT 31

ANNEX "C" 32

 STANDING OFFER REPORTING 32

ANNEX "D" 33

 EVALUATION CRITERIA 33

PART 1 – GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer 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 offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
 - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
 - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment, the Standing Offer Reporting Grid and the Evaluation Criteria.

1.2 Summary

- 1.2.1 The Stock Assessment Branch of the Department of Fisheries and Oceans has a requirement to set up a Standing Offer agreement enumerating Salmon Populations using Electronic Counters and Radiofrequency Identification on an “as and when” request basis.

The objective is to award one (1) standing offer to one (1) qualified supplier who can provide the services to meet the specific needs outlined in the Statement of Work (Annex A). The Standing Offer period will be from date of SO issuance until March 31, 2028.

Individual call-ups will vary from **\$50,000.00** up to a maximum of **\$350,000.00 (Applicable Taxes included)**. Offerors should note that there is no guarantee that the full or any amount of the Standing Offers will be called-up; the Department will issue call-ups only when the specific services to be provided under the Standing Offer are needed.

1.2.2 The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

1.2.3 The Request for Standing Offers (RFSO) is to establish a Standing Offer for the requirement detailed in the RFSO, to the Identified Users within British Columbia. Any requirement for deliveries to locations within the Comprehensive Land Claim Agreements (CLCAs) areas within British Columbia will have to be treated as a separate procurement, outside of the resulting standing offers.

1.3. Security Requirements

There is no security requirement applicable to the Standing Offer.

1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006 \(2023-06-08\)](#) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

2.2 Submission of Offers

Offers must be submitted by the date, time and place indicated on page 1 of the Request for Standing Offers (RFSO).

Due to the nature of the Request for Standing Offer, offers transmitted by facsimile to DFO will not be accepted.

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

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

2.5 Offer Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential offerors to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages offerors to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
- Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian offerors to raise complaints regarding the award of certain federal contracts under \$30,300 for goods and \$121,200 for services. If you have concerns regarding the award of a federal contract below these dollar amounts, you may contact OPO by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca.

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

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

Section I: Technical Bid (one soft copy in PDF format)

Section II: Financial Bid (one soft copy in PDF format)

Section III: Certifications (one soft copy in PDF format)

Important Note:

The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by DFO. It is suggested that you compress the email size to ensure delivery. Offerors are responsible to send their proposal and to allow enough time for DFO to receive the proposal by the closing period indicated in the RFSO. Emails with links to offer documents will not be accepted.

For offers transmitted by email, DFO will not be responsible for any failure attributable to the transmission or receipt of the email offer. DFO will send a confirmation email to the offerors when the submission is received.

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

Due to the nature of the RFSO, offers transmitted by facsimile will not be accepted.

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

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

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with Attachment 1 to Part 3 - Pricing Schedule

3.1.1 Exchange Rate Fluctuation

SACC *Manual* clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation.

Section III: Certifications

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

ATTACHMENT 1 TO PART 3 – PRICING SCHEDULE

The Offeror should complete this pricing schedule and include it in its financial offer. As a minimum, the Offeror must respond to this pricing schedule by inserting in its financial offer for each of the periods specified below its quoted all-inclusive fixed per-diem rate for each of the resource categories identified.

The rates specified below, when offered by the Offeror, include the total estimated cost of all travel and living expenses that may need to be incurred for:

- a. Work described in Part 7B, Resulting Contract Clauses, of this solicitation required to be performed within British Columbia.
- b. travel between the successful offeror's place of business and the worksites; and
- c. the relocation of resources

to satisfy the terms of any resulting Standing Offer. These expenses cannot be charged directly and separately from the professional fees to any Standing Offer that may result from the bid solicitation.

The inclusion of volumetric data in this document is an estimate only based on a sample project. This is presented for evaluation purposes only during the tender process and does not constitute future commitments on behalf of Canada.

If no rates are proposed for Years 2, 3, or 4 the rates provided for Year 1 will be used for the duration of the Standing Offer.

Year 1 – Date of Offer Issuance to March 31st, 2025

No.	Description:	Firm Daily Rate (A)	Estimated Quantity (B)	Extended Total (C) = A x B
1	Salmon Enumeration Project Team Lead	\$ _____	70 days	\$ _____
2	Salmon Enumeration Project - Assistant	\$ _____	85 days	\$ _____
Estimated total all-inclusive price for Year 1				\$ _____

Year 2– April 1st 2025 – March 31st, 2026

No.	Description:	Firm Daily Rate (A)	Estimated Quantity (B)	Extended Total (C) = A x B
1	Salmon Enumeration Project Team Lead	\$ _____	60 days	\$ _____
2	Salmon Enumeration Project - Assistant	\$ _____	75 days	\$ _____
Estimated total all-inclusive price for Year 2				\$ _____

Year 3 – April 1, 2026 to March 31, 2027

No.	Description:	Firm Daily Rate (A)	Estimated Quantity (B)	Extended Total (C) = A x B
1	Salmon Enumeration Project Team Lead	\$ _____	60 days	\$ _____
2	Salmon Enumeration Project - Assistant	\$ _____	75 days	\$ _____
Estimated total all-inclusive price for Year 3				\$ _____

Year 4 – April 1, 2027 to March 31, 2028

No.	Description:	Firm Daily Rate (A)	Estimated Quantity (B)	Extended Total (C) = A x B
1	Salmon Enumeration Project Team Lead	\$ _____	60 days	\$ _____
2	Salmon Enumeration Project - Assistant	\$ _____	75 days	\$ _____
Total for all-inclusive price Year 4				\$ _____

EVALUATED PRICE	
Subtotal for Year 1	\$ _____
Subtotal for Year 2	\$ _____
Subtotal for Year 3	\$ _____
Subtotal for Year 4	\$ _____
Total Evaluated Price	\$ _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Refer to annex "D"

4.1.2 Financial Evaluation

SACC *Manual* Clause [M0220T](#) (2016-01-28), Evaluation of Price - Offer

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **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 Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 Status and Availability of Resources

SACC Manual clause [M3020T](#) (2016-01-28), Status of Availability of Resources – Offer

5.2.3.2 Education and Experience

SACC Manual clause [M3021T](#) (2012-07-16), Education and Experience

5.2.3.3 List of Names for Integrity Verification Form

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

5.2.3.4 Offer's Representative

The Contractor's Representative for the Contract is:

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

5.2.3.5 Supplementary Contractor Information

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

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

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

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

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

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

5.2.4 Former Public Servant

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

Definitions

For the purposes of this clause,

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

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

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

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

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension?

YES () NO ()

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

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

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

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

YES ()

NO ()

If so, the Offeror must provide the following information:

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

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

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

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

Signature

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

Requirements

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

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

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

List of names for integrity verification form

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Standing Offer

6.2 Insurance Requirement – No Specific Requirement

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

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

7.2.1 Security Clauses #1 – No Security Requirement, **escort required at DFO site(s): Annex A:** The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have access to PROTECTED or CLASSIFIED information/assets.

The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.

The supplier and all individuals assigned to work on the contract or arrangement MUST NOT remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).

Subcontracts or arrangements with a third party are not to be awarded without the prior written permission of the Contracting Authority (i.e. a new SRCL must be submitted and processed following the same procedure as for the initial contract).

7.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer 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) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

7.3.1 General Conditions

[2005](#) (2022-12-01) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

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

The data must be submitted on an annual basis to the Project Authority and a 'cc' to the Standing Offer Authority.

The annual reporting periods are defined as follows:

- Year 1: Date of offer issuance to March 31st, 2025

- Year 2: April 1st, 2025 to March 31st, 2026
- Year 3: April 1st, 2026 to March 31st, 2027
- Year 4: April 1st, 2027 to March 31st, 2028

The data must be submitted to the Standing Offer Authority no later than 14 calendar days after the end of the reporting period.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from the date of the offer to March 31, 2028.

7.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO 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 standing offer.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Marie-Carmen Sedji
 Title: Contracting Specialist
 Department: Fisheries and Oceans Canada
 Directorate: Materiel and Procurement Services
 Address: 301 Bishop Drive, Fredericton, New Brunswick, E3C 2M6
 Telephone: 506-478-7358
 E-mail address: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, the Standing Offer Authority is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

7.5.2 Project Authority *(to be inserted at Offer issuance)*

The Project Authority is:

Name: _____
 Title: _____
 Organization: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

The Project Authority for the Call-up is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

7.5.3 Offeror's Representative *(to be inserted at Offer issuance)*

Name: _____
 Title: _____
 Organization: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

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

7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: the Department of Fisheries and Oceans.

7.8 Call-up Procedures

7.8.1 Any call-up for Work against this Standing Offer will be processed as follows:

7.8.1.1 The Project Authority will provide the Standing Offer holder with the following information:

- i. the description of the services required and the location coordinates;
- ii. the schedule deemed acceptable by the identified User, if applicable.

7.8.1.2 The cost per service call will be established in accordance with the Basis of Payment, attached hereto as Annex "B".

7.8.1.3 The Standing Offer holder will be authorized by Project Authority to proceed with the Work by the issuance of a duly completed and signed Call-up form. The Standing offer holder shall not commence any work until it has received a duly completed Call-up form. The Standing offer holder acknowledges that any and all work performed in the absence of a signed call-up will be done at its own risk, and Canada shall not be liable for payment therefore.

7.8.2 A call-up made against this Standing Offer shall form a contract only for those services which have been called-up, provided always that such call-up is made in accordance with the provisions of this Standing Offer.

7.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. The following form is available through [PWGSC Forms Catalogue](#) website and must be used to submit a call-up against the standing offer:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer

7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer will vary from **\$50,000.00** up to a maximum of **\$350,000.00** (Applicable Taxes included).

7.11 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions [2005](#) (2022-12-01), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions [2010B](#) (2022-12-01), General Conditions - Professional Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated _____ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer. "as clarified on _____" or "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable*).

7.12 Certifications and Additional Information

7.12.1 Compliance

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

7.12.2 SACC Manual Clauses

SACC Manual clause [M3020C](#) (2016-01-28), Status and Availability of Resources - Standing Offer

Solicitation No. - N° de l'invitation

30004437

Client Ref. No. - N° de réf. du client

XXXXX-XXXXXX

Amd. No. - N° de la modif.

File No. - N° du dossier

xxxxx.XXXXX-XXXXXX

Buyer ID - Id de l'acheteur

XXXXX

CCC No./N° CCC - FMS No./N° VME

7.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in **British Columbia**.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

7.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

[2010B](#) (2022-12-01), General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

7.3 Term of Contract

7.3.1 Period of the Contract

The period of the Contract is in accordance with the call-up against the Standing Offer.

7.4 Proactive Disclosure of Contracts with Former Public Servants

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

7.5 Payment

7.5.1 Basis of Payment

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

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

7.5.2 Limitation of Price

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

7.5.3 Method of Payment

The following methods of payment will apply:

1. SACC Manual clause [H1000C](#) (2008-05-12), Single Payment
2. SACC Manual clause [H1008C](#) (2008-05-12), Monthly Payment

7.5.4 Electronic Payment of Invoices – Call-up

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

- a. Acquisition Card;
- b. Direct Deposit (Domestic and International);

7.6 Invoicing Instructions

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

7.7 Insurance Requirements

SACC Manual clause [G1005C](#) (2016-01-28) Insurance – No Specific Requirement

7.8 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.

-
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".
- (e) The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, either Party may contact the Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca.
- (f) The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian offerors to raise complaints regarding the administration of certain federal contracts, regardless of dollar value. If you have concerns regarding the administration of a federal contract, you may contact OPO by e-mail at boa.opo@boa-opo.gc.ca, by telephone at 1-866-734-5169, or by web at www.opo-boa.gc.ca.

7.9 Environmental Considerations

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

a) Paper consumption:

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

b) Travel requirements:

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

ANNEX "A" – STATEMENT OF WORK

1.0 Scope

The Department of Fisheries and Oceans Canada (DFO) Stock Assessment group utilizes electronic counters and radiofrequency identification with support from qualified consultants to meet Pacific Salmon Treaty obligations. This Statement of Work outlines the nature of support required to successfully meet these requirements.

1.1. Objective

The Department of Fisheries and Oceans Canada (DFO) Stock Assessment requires, field, technical, analytical and maintenance support for enumeration of salmon populations when using Electronic counters and radiofrequency identification.

1.2. Background

Fraser and Interior Area DFO Stock Assessment uses multiple methods to enumerate hundreds of salmon populations escaping to their natal rivers to spawn annually. Depending on the requirements of the estimate, timing of fish movement, hydrology of the system and the physical channel and stream bed characteristics, electronic counters can be employed as a highly effective enumeration methodology to provide timely, cost effective and accurate estimates with acceptable error bounds. DFO has successfully enumerated various salmon populations using Electronic counter techniques, including resistivity counters, passive integrated transponder (PIT) radio-frequency identification tags and arrays, radiotelemetry tags and arrays, and sonar counters, but is often limited by knowledgeable and trained personnel to implement these methods. Access to knowledgeable and trained personnel is required to implement these methods and fulfill DFO mandates on salmon assessment.

Electronic counter methods may be considered for enumerating salmon populations under various circumstances:

Indicator Programs - Escapement assessments of populations are conducted for different purposes. When spawning populations are chosen to represent an aggregate of the same life history type for which they are one component, escapement estimates must be obtained at the highest feasible level of accuracy and precision. These programs are referred to as Indicators.

Limitations around conventional escapement methodologies due to system characteristics and/or species behavior. Certain river systems are not well suited to standard (i.e. non-electronic) visual enumeration programs as they are complex, extensive and subject to large and rapid changes in hydrology and therefore visibility. Additionally, salmon behavior may render visual methods ineffective as migrations may be extended over several months, occur during high water or freezing temperatures, the fish may behave cryptically and their countability may change dramatically depending on population size, comigrating species, and predation pressures.

Calibration of existing estimates – long time series of visual escapement estimates exist for a number of tributaries to the Fraser River. In order to investigate the statistical properties of these time series, high accuracy escapement programs may be performed coincidentally with visual surveys over a number of years. The relationship between the two estimates may be used to correct the visual time series estimates.

Electronic counter programs represent an improvement to some existing visual escapement programs. DFO has opted to continue to employ and expand the use of such specialized methods for enumerating Fraser River and other BC interior salmon populations given the successes experienced so far; however,

due to the highly technical nature of the work, technical expertise and support in various areas is still required by external specialists to ensure that maximum possible effectiveness is achieved when using these methods. Expertise outside of what is available internally may be required for:

1. the planning and design of Electronic counter projects
2. the installation and demobilization of associated Electronic counter equipment
3. the maintenance of Electronic counter equipment
4. the operation of and training of operations of Electronic counters
5. the analyses of data produced by Electronic counters

1.3. Terminology

Electronic counter - refers to one or all of the three following counter technologies: resistivity counters, passive integrated transponder (PIT) radio-frequency identification tags and arrays, radiotelemetry tags and arrays, and sonar counters;

RFID – Radio-frequency identification;

PIT – Passive Integrated Transponder;

PIT Reader – A specialized reader that both powers and interprets data from PIT interrogation arrays using RFID. Specific PIT Readers in DFO Stock Assessment's capital assets include, ORSR and ORMR by OregonRFID and IS1001 by Biomark;

Read Range – The average maximum distance a PIT tag can be read from an interrogation array;

SONAR – Sound Navigation and Ranging. Specific SONAR units in DFO Stock Assessment's capital assets include, DIDSON and ARIS by Soundmetrics.

Resistivity counter – A specialized counter that interprets changes in electromagnetic fields from a set of 3 conductors placed in a parallel alignment for weir use, or a closed cylindrical configuration for tube use. The changes in electromagnetic fields are translated into upstream and downstream fish movements. Specific resistivity counters in DFO Stock Assessment's capital assets include, 2100C Logie Fish counters.

2.0 Reference Documents

Contractors are required to have experience in using the following Electronic counters:

Counter types and references:

[ORSR and ORMR by OregonRFID](#)

[IS1001 by Biomark](#)

[DIDSON](#) and [ARIS](#) by Soundmetrics

[2100C Logie Fish counter](#)

3.0 Requirements

3.1 Scope of Work

3.1.1 Resistivity Counters

The contractor will provide technical assistance with the installation, operation, demobilization, and calibration of specialized and sensitive electronic flat pads, resistivity counters, video recording equipment and in some cases solar power and battery bank systems into rivers where target spawning salmon populations are returning. Assistance is also required to develop study designs, analyze and classify event data, and to develop spawning escapement and error estimates for target salmon populations, and writing reports.

3.1.2 SONAR

The contractor will provide technical assistance with the installation, operation, and demobilization of SONAR counters including ARIS and DIDSON SONARs from Sound Metrics. This may include the installation of solar power and battery bank systems to power SONAR technology to target salmon populations. Assistance is also required to develop study designs, analyze data, and develop spawning escapement and error estimates for target salmon populations, and writing reports.

3.1.3 Radio Telemetry and PIT Arrays

The contractor will provide assistance with the installation, operation, and demobilization of radio telemetry and PIT arrays to capture salmon migration. This may include the installation of solar power and battery bank systems to power the arrays. Assistance is also required to develop study designs, analyze data and develop spawning escapement and error estimates for target salmon populations, and writing reports.

3.2 Tasks

3.2.1 Resistivity Counters

- i. Provide guidance on selection of suitable sites for resistivity counter installation which may include site visits.
- ii. Provide on-site technical expertise and oversight for assisting DFO with installation of portable resistivity flat pads and Logie 2100C resistivity counters, solar power systems for sites where hydro power is unavailable, battery backup of power systems, video validation systems, as well as field calibration of conductivity probes and counters.
- iii. Provide in-season technical advice and equipment as well as trouble shooting expertise in the event of site equipment failure. This may require on-site visits.
- iv. Support in maintaining DFO-owned specialized resistivity equipment, including sensitive electronic flat pads and 2100 Logie Fish counters.
- v. Review of in-season counter and graphics files sent to the contractor electronically to ensure file integrity.
- vi. Provide DFO with an excel file of compiled resistivity data within two weeks of receipt from DFO of all data generated by the resistivity and graphics counters.
- vii. Provide technical expertise and troubleshooting oversight to DFO for trace and video calibration of resistivity signals.
- viii. Analyze resistivity data generated in the field and graphic and video calibration information generated by DFO and using this information to provide a report. Provide assistance in developing and making recommendations to study designs.

3.2.2 SONAR

- i. Provide guidance on site suitability in context of discharge, co-migrating species, blind spots, and bed profile, which may require site visits.
- ii. Providing on-site technical expertise and oversight in assisting DFO with installation and demobilization of fence materials and SONAR set-up. Where local power is unavailable, assistance is required in battery back-ups with solar power systems.
- iii. In-season technical advice as well as equipment and software trouble-shooting are required.
- iv. Provide DFO with an excel file of compiled SONAR data within two weeks of receipt from DFO of all data generated by SONARs.
- v. Analyzing SONAR counts generated in the field and using this information to provide a report.
- vi. Provide assistance in developing and making recommendations to study designs.

3.2.3 Radio Frequency and PIT Arrays

- i. Provide guidance on site suitability during the planning phase. Site visits may be required to inform suitability, decisions on power supply, feasible methodologies, and optimal study design.
- ii. Provide on-site field support and oversight of array installation, operation, training of DFO staff for data downloads, and demobilization.
- iii. In-season technical advice as well as equipment and software troubleshooting is required, which may include site visits.
- iv. Provide DFO with a spreadsheet of compiled PIT and radio tag data within two weeks of receipt from DFO of all data generated by PIT and radio frequency arrays
- v. Analyze PIT and radio frequency data generated in the field and use this information to provide a report.
- vi. Provide assistance in developing and making recommendations to study designs.

3.3 Deliverables and Acceptance Criteria

The Contractor must prepare and submit a final report for each Electronic counter project within 30 days after receipt of the project data or upon an agreed alternative timeline. Report results will vary depending on project specifications but may include but are not limited to:

1. summaries of counter operations;
2. an evaluation of detection rates;
3. counter efficiencies or error rates;
4. migration direction and counts;
5. immigration or emigration rate estimates;
6. species identification analyses (if applicable);
7. diel patterns in migration (if applicable);
8. final escapement estimates with an estimate of variance and confidence intervals;
9. assessment of system performance related to environmental parameters and recommendations for improvements for subsequent years and/or programs.

3.4 Constraints

Environmental and river conditions may constrain project operations and limit site access. This might include wildfires, high water events, drought, winter storms, and/or freezing conditions. Ideally the Contractor will be flexible and able to accommodate a fluid schedule.

Industry operating within the area of the project site may constrain access, cause delays or result in limited accommodations.

3.5 Work Location

All work will take place on tributaries to the Fraser River. The contractor must have the ability to travel to remote locations approximately 300 kms from the Lower Mainland of BC on a seldom basis, and travel to non-remote locations approximately 100 kms from the Lower Mainland of BC on a semi-regular basis, as operationally required.

3.6 Language

All work, including all reports requested by DFO will be conducted and written in the English language.

3.7 Support Provided by Canada

The Department will:

- a. Provide available field equipment for the installation and operation of the electronic counter;
- b. Arrange for and provide escorted on-site access to field and DFO office sites;
- c. Arrange meetings between Contractor and Departmental staff;
- d. Provide DFO staff to assist with installation, maintenance, monitoring, operation and removal of field equipment when required;
- e. Download data regularly and maintain field sites;
- f. Perform required data validation exercises post season; as well as,
- g. Collect and organize data into a format agreed to between the Contractor and DFO to facilitate analysis by the Contractor if requested.

ANNEX "B" – BASIS OF PAYMENT

The Offeror will be paid firm daily rates as follows, for work performed in accordance with the Standing Offer. Customs duties are included and Applicable Taxes are extra.

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

Definition of a Day/Proration

A day is defined as 7.5 hours exclusive of meal breaks. Payment will be for days actually worked with no provision for annual leave, statutory holidays and sick leave. Time worked which is more or less than a day will be prorated to reflect actual time worked in accordance with the following formula:

$$\text{(Hours worked} \times \text{applicable firm per diem rate)} \div 7.5 \text{ hours}$$

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

1.0 Professional Fees

The Contractor will be paid all-inclusive fixed time rates as follows:

(to be filled in at offer issuance)

Category	Name(s)	Firm Daily Rate			
		Offer issuance to March 31 st , 2024	Year 2: April 1 st , 2024 to March 31 st , 2025	Year 3: April 1 st , 2025 to March 31 st , 2026	Year 4: April 1 st , 2026 to March 31 st , 2027
Salmon Enumeration Project Team Lead		\$ _____	\$ _____	\$ _____	\$ _____
Salmon Enumeration - Assistant		\$ _____	\$ _____	\$ _____	\$ _____

ANNEX "D" – EVALUATION CRITERIA

Offers will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Offerers' Offers must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Offers not meeting the mandatory criteria will be excluded from further consideration.

It is mandatory that the following information be provided by the Supplier:

The Offeror must provide a CV for one resource, the Project Team Lead Resource, who will be responsible for coordinating efforts and act as a Project Manager for each call-up. The CV will be used to demonstrate the Resource's experience.

Demonstration of experience for each project must include:

- Title of the Project;
- Client Organization;
- Dates and Duration of the Project (For example, January 2011 to October 2011, 9 months);
- A brief description of the project or task (500 words or less), including the scope and elements of the framework, the activities performed by the Proposed Resource, and the results/outcomes of the work undertaken by the Proposed Resource.

The Offeror must include the following table in their proposal, indicating that their offer meets the mandatory criteria, and providing the offer and/or attached report page number or section that contains information to verify that the criteria has been met.

Offers submitted for this requirement must clearly demonstrate that the Proposed Project Lead meets all of the Mandatory Criteria. Failure to demonstrate this will result in the Offer being deemed NON-COMPLIANT and given no further consideration.

No	Mandatory Requirement	Proposal Page Number
M1	In the last five years, the Offeror's proposed Lead Resource must have led six (or more) completed enumeration projects on migrating fish where they have provided expertise on selection of suitable sites for Electronic counter installation. The Offeror proposed Lead Resource needs to have led at least 2 projects of each type: resistivity, SONAR, and PIT.	
M2	In the last five years, the Offeror proposed Lead Resource must have led four completed enumeration projects on migrating fish where they have installed portable resistivity flat pads or tubes and resistivity counters, as well as video validation systems.	
M3	In the last five years, the Offeror proposed Lead Resource must have led four completed enumeration projects on migrating fish involving detailed analysis of resistivity data and provision of daily target detection rate, counter efficiencies, migration direction, diel patterns in migration, and assessment of system performance related to environmental parameters.	
M4	The Offeror proposed Lead Resource must have experience in operating, installing, and maintaining the following types of Electronic counters: 2100C Logie Fish counters, ARIS and DIDSON SONARs, PIT arrays and readers including ORSR and ORMR by OregonRFID, and IS1001 by Biomark. (For equipment information please refer to Annex A, SOW, para 2.0 Reference Documents)	