

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
**Gare Maritime Champlain
Champlain Maritime Harbour**
901, Cap Diamant
901, Cap Diamant
Québec
Québec
G1K 4K1

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet High Level information Fusion	
Solicitation No. - N° de l'invitation W7701-093457/A	Date 2010-05-21
Client Reference No. - N° de référence du client W7701-9-3457	
GETS Reference No. - N° de référence de SEAG PW-\$QCL-028-12776	
File No. - N° de dossier QCL-9-30934 (028)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2010-06-09	Time Zone Fuseau horaire Heure Normale du l'Est HNE
F.O.B. - F.A.B. Plant-Usine: ☐ Destination: ☐ Other-Autre: ☐	
Address Enquiries to: - Adresser toutes questions à: Roy, Josée	Buyer Id - Id de l'acheteur qcl028
Telephone No. - N° de téléphone (418) 649-2932 ()	FAX No. - N° de FAX (418) 648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: R & D POUR LA DEFENSE CANADA-VALCARTIER BATIMENT 53 2459 BLVD PIE XI NORD QUEBEC Québec G3J1X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

TPSGC/PWGSC
Gare Maritime Champlain
Champlain Maritime Harbour
901, Cap Diamant
901, Cap Diamant
Québec
Québec
G1K 4K1

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

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qcl028

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PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation and resulting contract document is divided into seven (7) parts plus annexes as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation and states that the Bidder agrees to be bound by the clauses and conditions contained in all parts of the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment and any other annexes.

2. Summary

The objectives of the work are as follows:

- To conduct a literature survey on scenario-based approaches
- To adapt the 'military strike in Atlantis' vignette and the scenario replica toolkit
- To adapt the Combat Search and Rescue (CSAR) vignette and the scenario replica toolkit
- To implement and test two (2) distributed information fusion applications on the NUCLEUS system

The organization for which the services are to be rendered is Defence Research and Development Canada - Valcartier (DRDC - Valcartier).

The period of the Contract is from date of Contract to March 31st 2012 inclusive.

Defence Research and Development Canada - Valcartier has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada.

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

The requirement is limited to Canadian goods and/or services.

3. Communications Notification

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As a courtesy, the Government of Canada requests that successful bidders notify the Contracting Authority in advance of their intention to make public an announcement related to the award of a contract.

4. Debriefings

After contract award, bidders may request a debriefing on the results of the bid solicitation. Bidders should make the request to the Contracting Authority within 15 working days of receipt of notification that their bid was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada.

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

The 2003 (2010-01-11) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 4.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: one hundred twenty (120) days

1.1 SACC Manual Clauses

A7035T (2007-05-25), List of Proposed Subcontractors

2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada Bid (PWGSC) Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

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

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

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Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

5. Basis for Canada's Ownership of Intellectual Property

Defence Research and Development Canada - Valcartier has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada.

The Treasury Board, granted Defence Research and Development Canada exemption from the Treasury Board Policy on "Title to Intellectual Property Arising Under Crown Procurement Contracts"

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (4 hard copies)
Section II: Financial Bid (2 hard copies)
Section III: Certifications (1 hard copie)

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

Canada requests that bidders follow the format instructions described below in the preparation of 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 Bid

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

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

Section II: Financial Bid

- 1.1** Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet detailed in Annex D. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

Mandatory and point rated technical evaluation criteria are included in Annex E.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

The maximum funding available for the Contract resulting from the bid solicitation is \$200 000 (Goods and Services Tax or Harmonized Sales Tax extra, as appropriate). Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet detailed in Annex D.

2. Basis of Selection

2.1 Basis of Selection - Highest Rated Within Budget

- 1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory technical evaluation criteria; and
 - (c) obtain the required minimum points for the technical evaluation criteria which are subject to point rating.
- 2. Bids not meeting (a) or (b) or (c) will be declared non responsive. The responsive bid with the highest number of points will be recommended for award of a contract, provided that the total evaluated price does not exceed the budget available for this requirement.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

1.1 Federal Contractors Program - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.
3. The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- (a) () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada;

- (b) ☐ is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;
- (c) ☐ is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- (d) ☐ is subject to the FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC.)

Further information on the FCP is available on the HRSDC Web site.

1.2 Former Public Servant Certification

Contracts with 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 with FPS, bidders must provide the information required below.

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, in the context of the fee abatement formula, 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

Is the Bidder a FPS in receipt of a pension as defined above? **YES** (☐) **NO** (☐)

If so, the Bidder must provide the following information:

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

Work Force Reduction Program

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? **YES () NO ()**

If so, the Bidder must provide the following information:

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

Certification

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

1.3 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

- () the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

1.4 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.

1.5 Education and Experience

1.5.1 SACC Manual clause A3010T (2007-11-30) Education and Experience

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PART 6 - FINANCIAL AND OTHER REQUIREMENTS

1. Financial Capability

SACC Manual clause A9033T (2007-11-30) Financial Capability

PART 7 - RESULTING CONTRACT CLAUSES

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

1. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled _____, dated _____. **(to be provided at contract award)**

2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada.

2.1 General Conditions

2040 (2010-01-11), General Conditions - Research & Development, apply to and form part of the Contract.

2.2 Supplemental General Conditions

4002 (2008-12-12), Software Development or Modification Services, apply to and form part of the Contract.

2.3 SACC Manual Clauses

2.3.1 Canada to Own Intellectual Property Rights in Foreground Information

SACC Manual clause K3410C (2008-12-12) Canada to Own Intellectual Property Rights in Foreground Information

2.3.2 License to Intellectual Property Rights in Foreground Information

SACC Manual clause K3305C (2008-05-12) License to Intellectual Property Rights in Foreground Information

3. Term of Contract

3.1 Period of the Contract

The period of the Contract is from date of Contract to March 31st 2012 inclusive.

4. Authorities

4.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Josée Roy
 Title: Supply intern officer
 Public Works and Government Services Canada

Acquisitions Branch
Quebec Region
901, Cap-Diamant Street, room 240
Quebec, Quebec, G1K 4K1
CANADA

Telephone: 418-649-2932

Facsimile: 418-648-2209

E-mail address: Josee.Roy@tpsgc-pwgsc.gc.ca

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

4.2 Technical Authority (to be provided at contract award)

The Technical Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail: _____.

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

4.3 Contractor's Representative (to be provided at contract award)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail: _____.

5. Payment

5.1 Basis of Payment

5.1.1 Basis of Payment - Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, and profit, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$_____ **(the amount will be inserted at contract award)**. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

5.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$_____ **(the amount will be inserted at contract award)**. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the contract expiry date, or
 - (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

5.3 Progress Payments

1. Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once a month, for cost incurred in the performance of the Work, up to 90 percent of the amount claimed and approved by Canada if:
 - (a) an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (b) the amount claimed is in accordance with the basis of payment;
 - (c) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Contract;
 - (d) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.

2. "The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted."

3. Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the rights to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

5.3.1 Funding by Fiscal Year

Despite the Total Estimated Cost (Limitation of Expenditure) specified in the Contract, and unless otherwise authorized in writing by the Contracting Authority, the maximum amount which may be paid for work completed in the period ending 31 March of the year specified is as follows:

Period of 1st April 2010 to 31 March 2011: \$100 000
 Period of 1st April 2011 to 31 March 2012: \$100 000.

5.4 SACC Manual Clauses

5.4.1 T1204 - Direct Request by Customer Department

SACC Manual clause A9117C (2007-11-30) T1204 - Direct Request by Customer Department

5.4.2 Cost Submission

SACC Manual clause C0305C (2008-05-12) Cost Submission

5.5 Time Verification

5.5.1 Time Verification

SACC Manual clause C0711C (2008-05-12) Time Verification

6. Invoicing Instructions

6.1 Invoicing Instructions - Progress Payment Claim

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- (a) all information required on form PWGSC-TPSGC 1111;
- (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- (c) a list of all expenses;
- (d) expenditures plus pro-rated profit or fee.

Each claim must be supported by:

- (a) a copy of time sheets to support the time claimed;
- (b) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;

2. The Goods and Services Tax or Harmonized Sales Tax (GST/HST), as applicable, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no GST/HST payable as it was claimed and payable under the previous claims for progress payments.
3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the following address for certification.

ATTN: Mrs Suzanne Larrivée
 Public Works and Government Services Canada
 Champlain Harbour Station
 901, Cap Diamant, room 240
 Québec, Québec
 G1K 4K1

The Contracting Authority will then forward the original and two (2) copies of the claim to the Technical Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

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

7. **Certifications**

- 7.1 Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

7.2 **SACC Manual Clauses**

7.2.1 **Canadian Content Certification**

SACC Manual clause A3060C (2008-05-12) Canadian Content Certification

8. **Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

9. **Priority of Documents**

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

- (a) the Articles of Agreement;

- (b) the supplemental general conditions 4002 (2008-12-12) Software Development or Modification Services;
- (c) the general conditions 2040 (2010-01-11) General Conditions - Research & Development;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Contractor Disclosure of Foreground Information;
- (g) the Contractor's bid dated _____ **(to be completed at contract award)**.

10. Defence Contract

SACC Manual clause A9006C (2008-05-12) Defence Contract

11. Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

12. Insurance

SACC Manual clause G1005C (2008-05-12) Insurance

13. List of Non-consumable Equipment and Material

14. Progress Reports

1. The Contractor must submit bi-monthly reports on the progress of the Work in one copy to the Technical Authority and one copy to the Contracting Authority.
2. The progress report must contain two parts:
 - (a) PART 1: The Contractor must answer the following three questions:
 - (i) Is the project on schedule?
 - (ii) Is the project within budget?
 - (iii) Is the project free of any areas of concern in which the assistance or guidance of Canada may be required?

Each negative response must be supported with an explanation.

- (b) PART 2: A narrative report, brief, yet sufficiently detailed to enable the Technical Authority to evaluate the progress of the Work, containing as a minimum:
 - (i) A description of the progress of each task and of the Work as a whole during the period of the report. Sufficient sketches, diagrams, photographs, etc., must be included, if necessary, to describe the progress accomplished.
 - (ii) An explanation of any variation from the work plan.
 - (iii) A description of trips or conferences connected with the Contract during the period of the report.
 - (iv) A description of any major equipment purchased or constructed during the period of the report.

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ANNEX A

STATEMENT OF WORK

Project title : Development Of Scenario-Based Approaches To Design Information Fusion Systems

Objectives :

The objectives of the work are as follows:

- To conduct a literature survey on scenario-based approaches
- To adapt the 'military strike in Atlantis' vignette and the scenario replica toolkit
- To adapt the Combat Search and Rescue (CSAR) vignette and the scenario replica toolkit
- To implement and test two (2) distributed information fusion applications on the NUCLEUS system

Background information :

The main Canadian contribution to the collaborative work undertaken between Australia, Canada, the United Kingdom and the United States on higher-level information fusion through The Technical Cooperation Program (TTCP) panel on Information Fusion [1] is a scenario. This rather ad hoc approach can be rationalized by looking at scenario-based design approaches. Scenario-based design (SBD) has been used during the conceptual design of large information systems [2].

[1] Lambert, D A., Wark, S., Bossé, É., Pigeon, L., Blackman, C., Hinman, M., "A Coalition Approach to Higher-Level Fusion", Proceedings of the 11th International Conference on Information Fusion, USA, Expert Panel Discussion, Seattle, USA, July 2009.

[2] Hertzum, M. "Making use of scenarios: a field study of conceptual design", International Journal of Human-Computer Studies, 58: 1-6, 2003, 215-239.

[3] Blanchette, M., "Military Strikes in Atlantis - A Baseline Scenario for Coalition Situation Analysis", The Technical Cooperation Panel, Technical Report TR-C3I-TP1-1-2005, 2005.

Nucleus is a software development framework that is primarily intended for developers, but also supports software users (the application's domain experts) who can easily reconfigure Nucleus-based systems. Nucleus offers various client and server components which can be extended or reconfigured according to each application's requirements. Thus, users can insert their own pieces of code (algorithms) within the Nucleus component of their choice and the framework will manage it. Ref.: <http://ltinfo.ca/>

Information Fusion

Data/information fusion technology aims at supporting the decision maker in improving his situational awareness. In military command & control (C2), tactical picture compilation is among the functionalities that have much to gain from the use of data/information fusion technology. The data/information to be fused is generally imperfect. It can be uncertain, incomplete, imprecise, inconsistent or ambiguous, or some combination of these, due to limited sensor coverage, report ambiguity, report conflicts, or inaccuracies in measured data. Ref: Bossé, É., Roy, J., Wark, S., Concepts, Models, and Tools for Information Fusion, Artech House, Norwood MA, USA, Dec. 2006, 352 p.

Detailed statement of work & work plan

The work can be divided into six (6) tasks:

Task I - Literature survey:

The first task is to conduct a literature survey on scenario-based design (SBD) as used in the conceptual design of large information systems [2]. Because scenarios are task-based and descriptive, we believe that this approach needs to be explored for high-level information fusion systems where the human is part of the system. By being descriptive the scenarios preserve the human-support (decision support) requirements that an information fusion system must fulfil: the real-world feel of the contents, flow and dynamics of the users' work.

Task II - Adapt the military strike vignette:

Adapt the military strike vignette: Based on the results of Task I, the contractor must show how SBD can impact the vignette 'military strike in Atlantis' [3]:

- Identify all required changes;
- Implement the changes;
- Adapt the scenario replica toolkit accordingly;
- Write a technical report

Task III - Adapt the CSAR vignette:

Adapt the CSAR vignette: Based on the results of Task I, the contractor must show how SBD can impact the vignette 'CSAR':

- Identify all required changes;
- Implement the changes;
- Adapt the scenario replica toolkit accordingly;
- Write a technical report

Task IV - Implement and test two (2) distributed information fusion applications using the NUCLEUS system:

Implement and test two (2) distributed information fusion applications using the NUCLEUS system (provided as government-furnished equipment (GFE)).

Application 1: The contractor must integrate an implementation of NATO STANAG 4162 for identity declaration between multiple platforms. A DRDC ad-hoc (e.g. Matlab) implementation of that NATO identification system will be provided as GFE.

Application 2: The contractor must define and integrate an additional distributed data fusion application on the NUCLEUS system.

Task V - Support for TTCP and NATO meetings:

As a scenario analyst and with the approval of the Technical Authority, the contractor must take part in NATO or TTCP working group meetings within or outside Canada. The contractor may also be required to provide limited support in connection with DRDC or DND demonstrations and

experiments. The contractor must document such support activities and produce an event report no more than two weeks following each activity or trip.

Task VI - Write a final report:

Write a final report summarizing what was achieved under Tasks I to V.

Material/support to be supplied by DND to contractor

One (1) run-time licence for the latest version of Scenario Replica Toolkit.
One (1) run-time licence for the latest version of NUCLEUS

Material/support to be supplied by contractor to DRDC Valcartier

Access to contractor facilities

Quality assurance standards:

Due to the nature of the deliverables, the contractor must take particular care in the writing of the reports and in the quality and validity of the software documentation.

Meetings:

On a monthly basis, meetings regarding work in progress will be held at DRDC Valcartier. Other progress review meetings will take place via telephone conference calls. The contractor is responsible for producing the minutes of the meetings. An email summarizing the meetings will be sent after each meeting.

Reports and Presentations

All reports (and other documents) must be prepared in English, in electronic format (using Microsoft Office or LaTeX, or Rational Rose), and delivered on CD-ROM (two (2) copies on two (2) compact discs) at the end of the contract.

Final reports must be submitted in ten (10) printed and bound copies. A PDF version of each report must also be provided. Reports must conform to the DRDC technical report format, which can be provided by the Technical Authority.

All deliverables must be sent to the Director General, DRDC Valcartier, Attention: (Technical Authority), 2459 Pie-XI Blvd North, Quebec City, Quebec, G3J 1X5, Canada.

Note: Deliverables and/or materials must be received through the DRDC Valcartier Supply Section

Proprietary restriction:

Any manuscript for publication in reviews, scientific journals or others, as well as any abstract of an oral presentation or any other form of public disclosure, must first be submitted to the Technical Authority for approval ninety (90) days in advance of presentation or publication. An explicit reference to federal government funding must be made, including a statement that the authors are solely responsible for the

content. The Technical Authority will object in writing if there are any specific elements (e.g., audience) which are not in the best interests of the federal government. A copy of such objection will be sent to the organization that intends to publish the material (e.g., journal or conference).

List of deliverables

Task I	Draft versions of Deliverable 1 (D-1)	No later than 2 months after contract award
	D-1: a technical report including but not limited to a survey of the literature on scenario-based approaches, the proposed approach, if applicable, the associated results, and an analysis of the results.	4 months after contract award
Task II	Draft versions of D-2 and D-3	6 months after contract award
	D-2: a technical report on 'an improved scenario vignette on Military Strike in Atlantis' and D-3: a demonstration of the adapted vignette with the Scenario Replica Toolkit	8 months after contract award
Task III	Draft versions of D-4 and D-5	10 months after contract award
	D-4: a technical report on 'an improved CSAR scenario vignette' D-5: a demonstration of the adapted vignette with the Scenario Replica Toolkit	12 months after contract award
Task IV	Draft versions of D-6, D-7, D-8, D-9, D-10 and D-11	18 months after contract award
	D-6 and D-7: a demonstration of Applications 1 and 2 on the NUCLEUS system D-8 and D-9: Applications 1 and 2 on the NUCLEUS system D-10 and D-11: technical reports describing Applications 1 and 2 implemented on NUCLEUS	22 months after contract award
Task V	Report on each event and trip under this contract.	January 30th 2012
Task VI	D-12: draft of final report.	February 28 th 2012
	Final report summarizing what was achieved under Tasks I to V.	March 31st 2012

OTHER DELIVERABLES

In addition to the disclosure obligation under Section 27 of the general conditions 2040, any Foreground Information must be fully disclosed and documented by the Contractor in the technical reports delivered by the Contractor to the Technical Authority under this Contract. Such disclosure must be done with the form "Contractor disclosure of foreground information" supplied in Annex C.

ANNEX B**BASIS OF PAYMENT**

1. **LABOUR, INCLUDING SUBCONTRACTORS** : at firm all-inclusive hourly rates (inclusive of overhead and profit), GST/HST extra, in accordance with the following:

Est.: \$ _____

Labour Categories	Firm Hourly Rates				Extended Total per Proposed Resource
	Proposed Contract Period				
	01-04-10 to 31-03-11	Total Est. Hours	01-04-11 to 31-03-12	Total Est. Hours	
1	\$		\$		\$
2	\$		\$		\$
3	\$		\$		\$
4	\$		\$		\$
Etc	\$		\$		\$

2. **EQUIPMENT**: at laid down cost without markup Est.: \$ _____

3. **RENTALS**: at actual cost without markup Est.: \$ _____

4. **MATERIALS AND SUPPLIES**: at laid down cost without markup Est.: \$ _____

5. **TRAVEL AND LIVING EXPENSES**: Est.: \$ _____

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive (http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have prior authorization of the Technical Authority. All payments are subject to government audit.

6. **SUBCONTRACTS**: at actual cost without markup Est.: \$ _____

7. **OTHER DIRECT CHARGES**: at actual cost without markup Est.: \$ _____

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Estimated Cost to a Limitation of Expenditure: \$ _____
(GST/HST extra)

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the estimated cost does not exceed the aforementioned Limitation of Expenditure.

ANNEX C**CONTRACTOR DISCLOSURE OF FOREGROUND INFORMATION**

Please see reference applicable in your contract to look into Article 1 - Interpretation of 2040 General Conditions to obtain the complete definition of the term Foreground Information and thus to help you to determine the information which must be revealed. <http://sacc.pwgsc.gc.ca/sacc/query-e.jsp>.

The Contractor shall respond to the following questions:

1. Contract No.:
2. What is the descriptive title of the FIP (Foreground Intellectual Property)?
3. Abbreviated description of the FIP and, if applicable, of the different systems and sub-systems.
4. What is or was the objective of the project?
5. Explain how the FIP meets the objective of the project (for example: the advantage of the new solution, what problem did the FIP resolve or what benefits did the FIP deliver).
6. Under which category (ies) would you best describe the FIP and why: Patents, Inventions, Trade Secrets, Copyright, Industrial Designs, Rights in Integrated Circuit Topography, Know-how, Other?
7. Describe the features or aspects of the FIP that are novel, useful and not obvious.
8. Has the FIP been tested or demonstrated? If yes, please summarise the results.
9. Has any publication or disclosure to others been made? If so, to whom, when, where and how?
10. Provide names and addresses of the inventors.
11. Provide an explicit and detailed description of the FIP developed during the contract (Refer to pertinent section of the technical report, if necessary).

Please specify name and position of person approving / authorizing this disclosure. This person is to sign and date the disclosure.

Name:

Title:

Date

(Internal DRDC Valcartier)

Nom

Titre : (Technical authority)

Date

ANNEX D**FINANCIAL BID PRESENTATION SHEET**

Note to bidders: this annex applies only to the request for proposals and will therefore cease to apply on award of the contract.

1. LABOUR, INCLUDING SUBCONTRACTORS : at firm all-inclusive hourly rates (inclusive of overhead and profit), GST/HST extra, in accordance with the following:

BIDDERS ARE REQUESTED TO QUOTE ONE RATE PER PROPOSED, PER PERIOD.

If the ressource works for a subcontractor, bidders must also provide the name of the subcontractor.

Labour Categories	Firm Hourly Rates						Extended Total per Proposed Resource
	Proposed Contract Period						
	Date of Award to 31 March 2010	Total Est. Hours	01-04-10 to 31-03-11	Total Est. Hours	01-04-11 to 31-03-12	Total Est. Hours	
	\$		\$		\$		\$
	\$		\$		\$		\$
	\$		\$		\$		\$
	\$		\$		\$		\$
	\$		\$		\$		\$
	\$		\$		\$		\$
	\$		\$		\$		\$

TOTAL ESTIMATED LABOUR: \$ _____

2. **EQUIPMENT:** at laid down cost without markup

Description

Price

(a)

(b)

TOTAL ESTIMATED EQUIPMENT: \$ _____

3. **RENTALS:** at actual cost without markup

Description

Price

(a)

(b)

TOTAL ESTIMATED RENTALS: \$ _____

4. MATERIALS AND SUPPLIES: at laid down cost without markup

Description

Price

(a)

(b)

TOTAL ESTIMATED MATERIALS AND SUPPLIES: \$ _____

5. SUBCONTRACTS: at actual cost without markup

Support for the proposed subcontractor's price is required in the same details as that required for the Bidder's price. The estimated price for subcontracts should include all direct charges and travel & living expenses which would be to the account of the subcontractor.

TOTAL ESTIMATED SUBCONTRACTS: \$ _____

6. TRAVEL & LIVING: at actual cost without markup but not to exceed the limits of the Treasury Board Travel Directive. With respect to the TB Travel Directive, only the meal, private vehicle and incidental allowances specified in Appendices B, C and D of the TB Travel Directive <http://www.tbs-sct.gc.ca/hr-rh/gtla-vgcl/> and the other provisions of the directive referring to "travellers" rather than those referring to "employees", are applicable. Details are to be provided on a separate sheet.

TOTAL ESTIMATED TRAVEL & LIVING: \$ _____

7. OTHER DIRECT CHARGES: at actual cost without markup

TOTAL ESTIMATED OTHER DIRECT CHARGES: \$ _____

TOTAL ESTIMATED COST TO A LIMITATION OF EXPENDITURE: \$ _____
(GST/HST extra)

ANNEX E**MANDATORY AND POINT RATED
TECHNICAL EVALUATION CRITERIA**

Note to bidders: this annex applies only to the request for proposals and will therefore cease to apply on award of the contract.

1) MANDATORY TECHNICAL CRITERIA

At bid closing time, the Bidder must comply with the following mandatory technical criteria and provide the necessary documentation to support compliance. Any bid which fails to meet one or several of the following mandatory technical criteria will be declared non-responsive. Each criterion should be addressed separately.

A) The bidder must clearly indicate in its technical proposal the names of all resources that will work on the project.

2) POINT RATED TECHNICAL CRITERIA

Each technical offer that meets all the mandatory requirements defined above will be evaluated and rated in terms of the following evaluation criteria:

1. TECHNICAL PROPOSAL / STRATEGY, APPROACH, METHODOLOGY (35%) For criteria 1.1, 1.2 and 1.3, the scores indicated are the highest scores that can be given. Intermediate scores (gradation) may be given based on the level of achievement of the bidder for these criteria.		
Evaluation Criteria	Max	Min
1.1 Degree of understanding of context, scope and objectives. Understanding of the context, scope and objectives should be demonstrated, and not limited to the description provided in the "Statement of Work and Work Plan". Bidders should clearly demonstrate in their own words that they thoroughly understand the context, scope and objectives of the "Statement of Work and Work Plan".	5	
1.2 Proposed strategy and methodology Bidders should clearly present the technical approach and the methodology that they propose. The technical approach and methodology that are proposed both need to be consistent and relevant to the project. They should also be complete and realistic. Innovation will also be evaluated.	5	

1.3 Compliance with contract documents and clarity and correctness of information provided. Bidders will be evaluated on compliance with contract documents and on the clarity and correctness of their proposal.	5	
2.PERSONNEL DIRECTLY INVOLVED IN THE PROJECT (35%) For criteria 2.5 and 2.6, the scores indicated are the highest scores that can be given. Intermediate scores (gradation) may be given based on the level of achievement of the bidder for these criteria.		
2.1 On a cumulative basis, the proposed team has published scientific papers in scenario-based design approaches. N.B.: Scientific paper is defined as a book chapter or a paper that has been published in (or submitted to) a journal or conference proceedings subject to peer review. 5 - More than two (2) publications on scenario-based design approaches 3 - 1-2 publications on scenario-based design approaches 0 - No publications on scenario-based design approaches	5	
2.2 On a cumulative basis, the proposed team has published scientific papers on information fusion methods and algorithms. N.B.: Scientific paper is defined as a book chapter or a paper that has been published in (or submitted to) a journal or conference proceedings subject to peer review. 5 - More than two (2) publications on information fusion methods and algorithms 3 - 1-2 publications on information fusion methods and algorithms 0 - No publications on information fusion methods and algorithms	5	
2.3 Programmer-analyst (scenario and events modelling) The resource should have several years of experience as programmer-analyst (scenario and events modelling) in command and control (C2) projects. 5 - Five (5) years of experience as programmer-analyst (scenario and events modelling) in C2 projects. 3 - Three (3) years of experience as programmer-analyst (scenario and events modelling) in C2 projects. 0 - No experience as programmer-analyst.	5	3
2.4 Team member degrees (other than the project manager)	5	3

Score for this criterion will be calculated based on the relationship between the degree and the estimated hours of work for each resource directly involved in the project. 5 points: PhD in computer science, engineering, applied science or mathematics. 3 points: Masters degree in computer science, engineering, applied science or mathematics. 1 point: Undergraduate degree in computer science, engineering, applied science or mathematics. For instance, if in the proposal Mr. X holds a PhD in one of the fields mentioned and is assigned 20% of the total work hours, and Mr. Y holds a masters degree in one of the fields mentioned and is assigned 80% of the total hours, then the score will be computed as: 5 points (PhD) x 20% (time worked on the project) + 3 points (masters) x 80% (time worked on the project) = 1 + 2.4 = 3.4		
2.5 Task/time allocation Bidders should clearly describe how they intend to allocate hours of work to each project task, i.e., the estimated number of hours to be worked by each person. The task/time allocation should be realistic for this type of project.	5	3
2.6 Assignment of personnel Bidders should clearly describe how they intend to assign their personnel to the various tasks and the specific role of each person with regard to each task. Personnel assignments should be realistic, relevant and appropriate for the execution of the project.	5	3
3. MANAGEMENT - PROJECT MANAGER (10%)		
3.1 Experience of proposed project manager as the project manager of applied research projects 5 - The project manager has 5 years experience or more as the project manager of applied research projects. 3 - The project manager has at least 3 years but less than 5 years experience as project manager of applied research projects. 0 - The project manager has less than 3 years experience as project manager of applied research projects.	5	
3.2 Formal education of project manager Manager's education in applied science or engineering. 5 - PhD in applied science or engineering.	5	

3 - MSc in applied science or engineering. 0 - Less than an MSc in applied science or engineering.		
4.CAPABILITIES AND EXPERIENCE OF FIRM (20%)		
4.1. Firm's demonstrated capacity of production and capability of meeting deadlines and quality standards For this criterion, the score indicated is the highest score that can be given. Intermediate scores (gradation) may be given based on the level of achievement of the bidder for this criterion. Bidders should demonstrate their corporate production capabilities and ability to meet deadlines, budget limits and quality standards.	5	
4.2 Past experience with technologies, applications and systems required for this contract Bidders should demonstrate that they have completed projects within the last five (5) years involving the following technologies, applications and systems: distributed simulation (HLA, DIS), multi-agent and fusion systems. 5 - Bidder demonstrates that they have completed projects within the last five years involving at least three (3) technologies, applications and systems required for this contract. 3 - Bidder demonstrates that they have completed projects within the last five years involving two (2) technologies, applications and systems required for this contract. 0 - Bidder is unable to demonstrate that they have completed projects within the last five years involving two (2) technologies, applications and systems required for this contract.	5	

Evaluation Scale *The score for each section will be weighted as follows:	Weighting factor	Min
Sub-Total for Technical Proposal / Strategy, Approach, Methodology	35	
Sub-Total for Technical Proposal / Project Personnel	35	14
Sub-Total for Project Manager	10	
Sub-Total for Capability and Experience of Firm	20	
Total	100	70

* For example, if a bidder scores 3 points on criterion 4.1 and 5 points on criterion 4.2, the weighted score for Part 4 will be calculated as follows: $((3+5)/10) \times 20 = 16$.