

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Electronics, Simulators and Defence Systems Div.
/Division des systèmes électroniques et des systèmes de
simulation et de défense
11 Laurier St. / 11, rue Laurier
8C2, Place du Portage
Gatineau
Québec
K1A 0S5

Title - Sujet Tactical Headquarters Shelter Sys	
Solicitation No. - N° de l'invitation W8476-13HQSS/B	Amendment No. - N° modif. 009
Client Reference No. - N° de référence du client W8476-13HQSS	Date 2014-10-02
GETS Reference No. - N° de référence de SEAG PW-\$\$QF-024-24442	
File No. - N° de dossier 101qf.W8476-13HQSS	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-11-19	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Michael Rancourt	Buyer Id - Id de l'acheteur 101qf
Telephone No. - N° de téléphone (819) 956-3930 ()	FAX No. - N° de FAX (819) 956-5650
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	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

Letter of Interest Amendment 9 is issued to :

- 1) insert missing wording to the English version of the Bid Evaluation Plan that was release under amendment 8. The amendment 8 French version is correct;
- 2) extend the Letter of Interest closing date. As such, the following change is hereby incorporated into the solicitation:

DELETE 2014-10-15 02:00 PM Eastern Daylight Savings Time (EDT)

INSERT 2014-11-19 02:00 PM Eastern Standard Time (EDT)

Industry is reminded to submit their comments and questions with their response package to the LOI's Draft RFP by 15 October 2014. Questions submitted directly to the Contracting Authority may not be responded to through an LOI amendment.

- Please note that the Draft RFP section for the Industrial and Technological Benefits and Value Proposition is still under development and will be released in a subsequent amendment to the LOI.

RFP Feedback must be submitted to the Contracting Authority at the following address:

Michael Rancourt
Public Works and Government Services Canada (PWGSC)
Defence and Major Projects Sector (DMPS)
Electronics, Simulators, and Defence Systems Division (QF)
11 Laurier Street, Place du Portage, Phase III, 8C2-8
Gatineau, QC, K1A 0S5
Tel: 819-956-3930
Fax: 819-956-5650
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ANNEX J
BID EVALUATION PLAN
HQSS
ACQUISITION AND IN-SERVICE
SUPPORT

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, management, financial, ITB and Value Proposition (VP) evaluation criteria and the Headquarters Shelter Systems (HQSS) NRC Verification. For the purposes of this solicitation, Canada will utilize a two-phased evaluation process as more fully described herein.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Evaluation Overview and Underlying Principles

- (a) Canada is conducting a two-phased bid evaluation process for this requirement. Phase 1 consists of a two step process for the evaluation of bids (the "paper-based" evaluation). Phase 2 consists of an HQSS NRC Verification. Only those Bidders whose bids are deemed to be responsive at the completion of Phase 1 will be invited to participate in Phase 2.
- (b) **Notwithstanding the limited review which Canada may conduct for certain parts of the solicitation during Step 1 of Phase 1, Bidders are and will remain solely responsible for the accuracy and completeness of their bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying errors or omissions in bids submitted nor does Canada undertake to identify any or all such errors or omissions. BIDDERS ARE AND WILL REMAIN SOLELY RESPONSIBLE FOR ENSURING CONSISTENCY OF THE INFORMATION SUBMITTED IN THEIR BIDS AT ALL TIMES. WITHOUT LIMITING THE FOREGOING, BIDDERS ARE AND WILL REMAIN SOLELY RESPONSIBLE FOR ENSURING THAT ANY INFORMATION PROVIDED IN RESPONSE TO A PRELIMINARY EVALUATION REPORT IS CONSISTENT WITH ANY OTHER INFORMATION ORIGINALLY SUBMITTED IN THEIR BID IN RESPONSE TO OTHER REQUIREMENTS. FAILURE TO DO SO MAY PREJUDICE THE EVALUATION OF PREVIOUSLY SUBMITTED INFORMATION AND/OR RENDER THE BID NON-RESPONSIVE.**
- (c) Notwithstanding that this solicitation divides the bid into two parts (Part A: HQSS Acquisition (ACQ) and Part B: HQSS In-Service Support (ISS)), Canada may consider information submitted for one part in its evaluation of the other part. It is the Bidder's responsibility to ensure consistency amongst all parts of its bid.
- (d) This two-phased bid evaluation process shall not limit Canada's rights under *SACC 2003 (2014-03-01) Standard instructions – Goods or Services – Competitive Requirements* nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right.

1.2 Phase 1: "Paper-Based" Bid Evaluation

1.2.1 Step 1:

(a) Canada will conduct an initial review of each Section as described below.

(i) Section I: Technical Bids

Bidder's responses to the following solicitation requirement documents will be reviewed:

Annex A, Appendix A3 – ACQ Statement of Work – HQSS Contract Data Requirements List (CDRL)

Annex A, Appendix A4 ACQ Statement of Work – HQSS Data Item Description (DID)

Annex J, Attachment 1, Table 2 – HQSS Technical Requirements – Bid Evaluation Plan

Review Parameters:

Canada will review the above-noted documents to:

1. Determine if a Bidder's submission in respect of mandatory requirements having a pass/fail is considered by Canada to be responsive. A bid will be considered by Canada to be non-responsive if the bid fails to achieve a "pass" rating on a mandatory pass/fail requirement for the paper-based bid review (Note: the HQSS solution verification at Phase 2 has its own evaluation criteria and mandatory pass/fail standards).

Determine if a Bidder's submission in respect of point-rated requirements having a minimum pass standard is considered by Canada to be responsive.

2. A bid will be considered by Canada to be non-responsive if the bid fails to achieve the mandatory minimum pass standard required to for the paper-based bid review (Note: Phase 2 has its own evaluation criteria and minimum pass standard).

For the Technical bid - the minimum pass standard (identified in Attachment 1, Table 2 – Point Rated Criteria for Technical) is 35/55 points.

Identify any instances where a Bidder has failed to submit a required certification or proof of compliance or where a submitted document lacks the requisite signature(s) **only** for the above-noted documents and those documents which must otherwise be submitted at the time of original submission of the HQSS Acquisition and ISS Technical and Management bids.

3. Bidders may submit information only in response to those items specifically identified in the Preliminary Evaluation Report; except that where the addition of such information will necessarily result in a change to the information regarding other components (including a change to a component) or requirements of the HQSS previously submitted as part of the ACQ or ISS Technical and Management Bids, such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. Any other changes to the bid shall be considered new information and will be disregarded.

Examples:

- 1) Documents missing from a Bidder's original submission
 - a. Certification;

- b. Technical data package/brochure;
- 2) A different product may be proposed
 - a. This may result in other changes to the Bidder's technical proposal (e.g. cabling may be different).

(ii) Section II: For the Management Bid:

Bidder's responses to the following solicitation requirement documents will be reviewed:

Annex A, Appendix A1 - ISS Statement of Work - HQSS Contract Data Requirements List (CDRL)

Annex A, Appendix A2 ISS Statement of Work – HQSS Data Item Description (DID)

Annex J, Attachment 1, Tables 1 and 3 – HQSS Management Requirements - Bid Evaluation Plan

Review Parameters:

Canada will review the above-noted documents to:

1. Determine if a Bidder's submission in respect of mandatory requirements having a pass/fail is considered by Canada to be responsive. A bid will be considered by Canada to be non-responsive if the bid fails to achieve a "pass" rating on a mandatory pass/fail requirement for the paper-based bid review (Note: the HQSS solution verification at Phase 2 has its own evaluation criteria and mandatory pass/fail standards).
2. Determine if a Bidder's submission in respect of point-rated requirements having a minimum pass standard is considered by Canada to be responsive.

A bid will be considered by Canada to be non-responsive if the bid fails to achieve the mandatory minimum pass standard required to for the paper-based bid review (Note: Phase 2 has its own evaluation criteria and minimum pass standard).

For the Management bid - the minimum pass standard is 75/110 points (identified in Table 3 – Point Rated Criteria for Management).

3. Identify any instances where a Bidder has failed to submit a required certification or proof of compliance or where a submitted document lacks the requisite signature(s) **only** for the above-noted documents and those documents which must otherwise be submitted at the time of original submission of the Acquisition and ISS Technical and Management bids.

Bidders may submit information only in response to those items specifically identified in the Preliminary Evaluation Report, except that where the addition of such information will necessarily result in a change to the information regarding other components (including a change to a component) or requirements of the HQSS previously submitted as part of the ACQ or ISS Technical and Management Bids, such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. Any other changes to the bid shall be considered new information and will be disregarded.

Examples:

- 1) Documents missing from a Bidder's original submission
 - a. CV;
 - b. Certification;
 - c. Preliminary Project Management Plan
- 2) A different resource may be proposed resulting in a different CV being submitted.

(iii) Section III: Financial Bid

Bidder responses to the following solicitation requirement documents will be reviewed:

Annex C – HQSS Acquisition and In-Service Support Milestone and Pricing Schedule

Review Parameters:

Canada's initial review will be limited to identifying whether required data is missing from the bid or whether GST/HST amounts are not shown separately.

In instances where a different price for the same item is provided in more than one location within the Financial Bid, Canada will identify this discrepancy and the Bidder must confirm which price applies. Failure of a Bidder to respond will be deemed by Canada to be the Bidder's confirmation that the lowest price applies.

Where a required line item has been left blank, only the missing information may be added to the Financial Bid for Step 2, except that, in those instances where the addition of such information will necessarily result in a change to other pricing or cost information previously submitted as a result of calculations required by the solicitation (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. **Any other changes to the Financial Bid shall be considered to be new information and will be disregarded.** Without limiting the foregoing, the bidder shall not make any changes to the Financial Bid as a result of any changes to the proposed hardware or software for the HQSS.

(iv) Section IV: Certifications

Canada will identify any instances where a Bidder has failed to submit a required certification or proof of compliance or where a submitted document lacks the requisite signature(s) **only** for the certifications required to be submitted with the bid.

(v) Section V: Industrial and Technological Benefits (ITB) and Value Proposition Bid (TBD and to be provided under a subsequent amendment to the LOI)

Bidder responses to the following solicitation requirement documents will be reviewed:

Annex D – Industrial and Technological Benefits and Value Proposition for the HQSS Technical and Management bids

Review parameters: (TBD following receipt of final bid requirements)

- (b) After this initial review, if any bid is determined to be non-responsive in accordance with the review parameters noted above, the Contracting Authority will issue a "Preliminary Evaluation Report" (or "Report") identifying those instances where (i) the bid is non-responsive to the mandatory pass/fail requirements of the bid solicitation, (ii) a zero score for a point-rated

requirement was received, or (iii) the maximum score for a point-rated requirement was not received.

- (c) Bidders whose bids are considered to be non-responsive will be invited by the Contracting Authority to submit additional or different information to demonstrate to Canada, in accordance with the solicitation, that the bid is responsive to the solicitation requirements. **Except as expressly permitted above, information submitted for any other annex, line item or category will not be considered nor will submitted information be used to evaluate any other section of a Bidder's bid or the solicitation requirement.** Bidder's whose bids have been evaluated as non-responsive at Step 1 are not required to continue with the procurement process and may withdraw their bids at their sole discretion.
- (d) For Bidders whose bids are considered to be responsive, the Report will only identify that they are responsive for the mandatory requirements evaluated; scores will not be provided.
- (e) All Bidders are requested to provide written confirmation of receipt of the Report to the Contracting Authority. Bidders who do not confirm receipt will be deemed to have received the Report as of the date issued by Canada.
- (f) Only non-responsive Bidders shall submit further information in response to the Report.
- (g) A Bidder responding to a Preliminary Evaluation Report must not modify, alter or substitute any of the proposed hardware or software to correct a non-responsive issue except as expressly permitted at 1.2.1(a)(i). There will be no change permitted to the Bidder's Financial Proposal as a result of the additional or different information submitted except as permitted in accordance with section 1.2.1 (a) (iii) above. All submitted information must otherwise comply with the requirements of this solicitation. Failure to comply with these requirements will result in the additional or different information being returned to the Bidder without further consideration.
- (h) Information submitted by non-responsive Bidders in response to the Report and accepted by Canada will be deemed to replace, in full, **only** the non-responsive information or response in the Bidder's original bid as identified in the Report and will be used for the remainder of the bid evaluation process. The additional or different information submitted will **ONLY** be used to determine the Bidder's responsiveness to the Solicitation requirements.
- (i) **The Bidder's response to the Report must follow the Bid Preparation Instructions (such as, for example, separating financial information from other information as required).** Canada requests that Bidders clearly indicate, for each response, which non-responsive requirement identified in the Report is being responded to.
- (j) Responses to the Report must be submitted to the Bid Receiving Unit on or before the date and time specified in the Report. Failure to do so will result in the bid being deemed non-responsive and the bid will receive no further consideration.
- (k) Any adjustments to a non-responsive bid are at the Bidder's sole discretion and will be made solely by the Bidder. Canada will not provide information about any other bid or any information as to how a Bidder should complete its response, if any, to the Report.
- (l) For those instances where a Bidder chooses not to submit additional or different information for a requirement identified as non-responsive or as having not achieved the highest possible score for a rated requirement in the Report, the Bidder must submit a response indicating "No Change" for such requirement and the original response for that item will continue to apply. If a Bidder does

not provide a "No Change" response, the Bidder shall be deemed to have provided a "No Change" response and the original response for that item will continue to apply.

- (m) **There will be no change to the Bidder's original evaluated score as a result of the additional or different information submitted.** The Bidder's original evaluated score will be the only score used to determine the Bidder's final score.
- (n) If all bids are determined to be responsive, no Preliminary Evaluation Reports will be issued and the Contracting Authority will proceed to Final Bid **Review and will complete the full bid evaluation using the original bid documents submitted.**

1.2.2 Phase 1, Step 2: Final Bid Review

- (a) Canada will conduct a full bid evaluation for all responsive bids.
- (b) For any bids which were non-responsive at Step 1, Canada's evaluation of such bids will take into account the additional or different information submitted to determine if these requirements have been met as required in the solicitation. A bid will be considered to be non-responsive and receive no further consideration if:
 - (i) one or more of the requirements initially evaluated as non-responsive continues to be evaluated as non-responsive; or
 - (ii) the additional or different information submitted renders non-responsive any other mandatory requirements (even if previously evaluated as responsive); or
 - (iii) The minimum pass standard for both the Technical contract and the Management contract bids are not achieved.

Bids that have demonstrated responsiveness at the conclusion of the final review of all mandatory and minimum point-rating requirements will continue to be evaluated and those Bidders whose bids have been deemed to be responsive at the conclusion of Step 2 will be invited to participate in Phase 2, HQSS NRC Verification.

1.3 Phase 2: HQSS NRC Verification

Phase 2 consists of the Physical Validation of a Bidder's proposed HQSS, achieved through the HQSS NRC Verification, as outlined at Attachment 2 to Annex J – Technical Bid Evaluation Plan of this solicitation. Bidders who adjusted their HQSS solution at Phase 1 in response to a Preliminary Evaluation Report must submit the adjusted HQSS for NRC verification.

Within two (2) weeks of completion of Phase 1, Bidders that have been deemed responsive in Phase 1 will be notified of exact times and dates for delivery of their proposed HQSS, which is to be in accordance with Appendix J1 to Annex J, HQSS Complex Configuration. Canada will provide the Bidder at least four (4) weeks notice before the required date of delivery. Only those Bidders that have been deemed responsive in Phase 1 will be invited to attend Phase 2. Canada will conduct all required verification for each complete Bidder's HQSS Complex Configuration provided in accordance with Attachment 2 (NRC Verification) to Annex J – Bid Evaluation Plan.

On each day prior to the start of scheduled verification testing, Bidders will be provided with a two (2) hour time period during which they may inspect and perform necessary repairs to their HQSS. During this period Bidders shall be limited to repairing or replacing failed HQSS

components with parts meeting the same fit, form and function. Design changes to any HQSS component shall not be permitted. HQSS repairs shall not be permitted at any other time during the verification testing. This two (2) hour time period is not transferrable to the HQSS verification testing.

Bidders remain solely responsible for ensuring that they have sufficient spares and appropriately trained personnel available to effect repairs.

HQSS systems which do not pass a mandatory requirement, which includes achieving a minimum pass mark identified in Attachment 2, Table 5 – Point Rated Criteria for NRC Verification (60/100 points), during the scheduled verification test period for that requirement will be deemed non-responsive and will not be retested for that requirement.

2. Basis of Selection

2.1 To be declared responsive:

- (a) a bid must:
 - (i) comply with all the requirements of the bid solicitation; and
 - (ii) meet all mandatory criteria including achieving a minimum pass standard identified in Attachment 1 and 2 of this document (75/110 for Management Evaluation and a combined 95/155 for Technical Evaluation). The combined total number of Technical Points is obtained by combining all the point scores for the Technical Rated criteria within Attachment 1 (Table 2 – minimum 35/55) and Attachment 2 (Table 5 – minimum 60/100); and
 - (iii) meet all Industrial Technological Benefits and Value Proposition requirements (TBD); and
- (b) the Bidder's HQSS solution must pass the HQSS NRC Verification and achieve the minimum pass standard (60/100 points) as outlined in Attachment 2 of Annex J of this Solicitation.

Bids not meeting (a) (i) and (ii) and (iii) during Phase 1 will be declared non-responsive, and receive no further consideration.

Bids not meeting (a) (i) and (ii) and (iii) and (b) during Phase 2 will be declared non-responsive, and receive no further consideration.

2.2 Lowest Cost-per-Weighted Point Rating

For each responsive bid, the technical and management merit score will be divided into the total bid price as described below.

Technical and Management Merit Score:

To establish the technical merit score for the Technical bid, the overall technical score for each responsive bid will be determined as follows: total number of acquisition points obtained at Phase 1 and Phase 2 / maximum number of points available multiplied by .50.

To establish the management merit score for the Management bid, the overall management score for each responsive bid will be determined as follows: total number of management points obtained at Phase 1 and Phase 2 / maximum number of points available multiplied by .50.

The total weighted points for both the Technical and Management bids will be combined for the total merit score.

Pricing Score:

To establish the lowest cost-per-weighted point score, each responsive bid's total price, as per Appendix J2 to Annex J, will be divided into the total number of weighted points acquired for the Technical and Management bids.

Value Proposition Score:

To be determined.

The table below illustrates an **example** where all three bids are responsive and the selection of the contractor is determined by an overall lowest weighted cost-per-point score:

NOTE: The weighted points will be rounded to two (2) decimal places.

Technical Maximum Score Achievable	155 (minimum pass mark of 95 out of 155 points)		
	Bidder 1	Bidder 2	Bidder 3
Bidder's Technical Score	110	135	95
50% Weighting	110/155*50%	135/155*50%	95/155*50%
-Technical Weighted Points	35.48	43.55	30.65
Management Maximum Score Achievable	110 (minimum pass mark of 75 out of 110 points)		
	Bidder 1	Bidder 2	Bidder 3
Bidder's Management Score	85	75	100
50% Weighting	85/110*50%	75/110*50%	100/110*50%
Management Weighted Points	38.64	34.09	45.45
Total Technical and Management Weighted Points	74.12	77.64	76.10
Technical and Management Support Total Cost	\$85M	\$115M	\$155M
Lowest Cost-per-Weighted Point	$\\$85M/74.12 = \\$1,102,178.42$	$\\$115M/77.64 = \\$1,481,195.26$	$\\$155M/76.1 = \\$2,036,793.69$

Following the successful completion of the evaluations in Phase 1 and Phase 2, the compliant Bidder with the responsive, combined lowest cost-per-weighted point for both the HQSS Acquisition and In-Service Support bids will be recommended for the award of both contracts.