

NAVAL REMOTE WEAPON STATION (NRWS) PROJECT

REQUEST FOR PROPOSAL (RFP)

SOLICITATION: W8472-125389/C

VOLUME 1

BIDDER INSTRUCTIONS AND REQUIREMENTS

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION.....	3
1.1 INTRODUCTION.....	3
1.2 SUMMARY.....	3
1.3 DEBRIEFINGS.....	5
1.4 FAIRNESS MONITOR.....	5
PART 2 - BIDDER INSTRUCTIONS.....	6
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	6
2.2 SUBMISSION OF BIDS.....	7
2.3 ENQUIRIES - BID SOLICITATION.....	7
2.4 APPLICABLE LAWS.....	7
2.5 IMPROVEMENT OF REQUIREMENT DURING SOLICITATION PERIOD.....	7
2.6 TECHNICAL DATA PACKAGE.....	7
2.7 CONDITION OF MATERIAL.....	8
PART 3 - BID PREPARATION INSTRUCTIONS.....	9
3.1 BID PREPARATION INSTRUCTIONS.....	9
3.2 REQUIREMENTS FOR BIDDER'S PROPOSAL PART A – NRWS ACQUISITION AND REPAIR AND OVERHAUL BID SECTION.....	10
3.3 REQUIREMENTS FOR BIDDER'S PROPOSAL PART B – NRWS INDUSTRIAL AND TECHNOLOGICAL BENEFITS AND VALUE PROPOSITION BID SECTION.....	12
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION.....	14
4.1 EVALUATION PROCEDURES.....	14
4.2 EVALUATION OVERVIEW.....	14
4.3 BASIS OF SELECTION.....	14
PART 5 – CERTIFICATIONS.....	15
5.1 CERTIFICATIONS REQUIRED WITH THE BID.....	15
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION.....	16
PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS.....	18
6.1 SECURITY REQUIREMENTS.....	18
6.2 FINANCIAL CAPABILITY.....	19
6.3 CONTROLLED GOODS REQUIREMENT.....	20
Annex A NRWS Evaluation Procedures and Basis of Selection	
Annex A Appendix 1 Financial Calculation	
Annex B PWGSC-TPSGC 450	
Annex C FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION	
Annex D Bid Evaluation Plan - Naval Remote Weapon Station System	
Annex D Appendix 1 Compliance Matrix - Naval Remote Weapon Station System	
Annex E Industrial and Technological Benefits (ITB) Value proposition Evaluation Bidder Instructions	
Annex F Industrial and Technological Benefits (ITB) Value Proposition Evaluation Plan	

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into three (3) volumes plus attachments and annexes, as follows:

1.1.1 RFP Volume 1 - BIDDER INSTRUCTIONS AND REQUIREMENTS

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;

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 shall be addressed in the bid, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided; and

Part 6 Security, Financial and Other Requirements: includes specific requirements that shall be addressed by bidders.

1.1.2 RFP Volume 2 – NRWS ACQUISITION RESULTING CONTRACT

NRWS Acquisition Resulting Contract Clauses: includes the clauses and conditions that will apply to the resulting NRWS Acquisition contract.

1.1.3 RFP Volume 3 – NRWS REPAIR AND OVERHAUL RESULTING CONTRACT

NRWS Repair and Overhaul Resulting Contract Clauses: includes the clauses and conditions that will apply to the resulting NRWS Repair and Overhaul contract.

1.2 Summary

- 1.2.1 The Department of National Defence (DND) has identified a requirement for Naval Remote Weapon Station Systems. It is intended to award both an Acquisition and Repair and Overhaul contract to a single successful contractor under this solicitation process. The scope is detailed in Volume 2, NRWS Acquisition Resulting Contract, and Volume 3, NRWS Repair and Overhaul Resulting Contract. The following represents a high-level view of the requirements:

1) Acquisition Contract Scope:

The NRWS Contractor would be required to provide:

- a) forty (40) NRWS to be designed, built, delivered, installed, Set-To-Work (STW) and fully acceptance tested, including Factory Acceptance Test (FAT), Harbour Acceptance Test (HAT) and Sea Acceptance Test (SAT), for the HALIFAX Class ships;
- b) eight (8) NRWS to be designed, built and Acceptance tested via FAT, stored, maintained, and delivered to Canada for the Queenston Class Ships;

- c) eight (8) optional NRWS to be designed, built, delivered, installed, STW and fully acceptance tested, including FAT, HAT and SAT, for the HALIFAX Class ships;
- d) two (2) Training Facilities NRWS to be designed, built, FAT, delivered, Installed and STW, in two (2) training facilities;
- e) initial Cadre Training (ICT) and Initial Provisioning (IP); and
- f) all associated Deliverables including documents, materiel, and services specified by the Acquisition Statement of Work.

2) Repair and Overhaul Scope:

The NRWS Contractor would be required to provide:

- a) all levels of corrective maintenance for NRWS, sub-systems and components;
- b) spare parts provision to support the NRWS equipment R&O throughout its service life and spares for Canadian Forces Supply System (CFSS) to respond to tasks;
- c) provide Technical Investigation and Engineering Study (TIES) services on NRWS, sub systems, operations, concepts, and other applicable RCN equipment;
- d) provide Field Service Representative (FSR) services to respond to tasks; and
- e) provide project management services.

- 1.2.2 The period of the Acquisition and Repair and Overhaul contracts are identified in Volume 2 NRWS Acquisition Resulting Contract, and Volume 3 NRWS Repair and Overhaul Resulting Contract.
- 1.2.3 It is Canada's intent that the successful Contractor provides Industrial and Technological Benefits, including a Value Proposition related to both the NRWS Acquisition and Repair and Overhaul requirements, to maximize business activities for Canadian industry. For the Repair and Overhaul Contract, Canada will only consider proposed Value Propositions on firm work at the time of contract award.
- 1.2.4 There are security requirements associated with this requirement. For additional information, consult Volume 1 Part 6 - Security, Financial and Other Requirements, and Volume 2 and 3 Resulting Contracts. For more information on personnel and organization security screening or security clauses, bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
- 1.2.5 As per the Integrity Provisions under section 01 of Standard Instructions 2003, bidders shall provide a list of all owners and/or Directors and other associated information as required.
- 1.2.6 This procurement is subject to the Controlled Goods Program. The Defence production Act defines Canadian Controlled Goods as certain goods listed in Canada's Export Control List, a regulation made pursuant to the Export and Import Permits Act (EIPA).
- 1.2.7 The Federal Contractors Program (FCP) for employment equity applies to this procurement; see Part 5 - Certifications, and Annex C of Volume 1, titled Federal Contractors Program for Employment Equity - Certification.

1.2.8 This requirement is subject to the Agreement on Internal Trade (AIT).

1.2.9 There is a **MANDATORY** site visit associated with this requirement where a personnel security screening is required prior to gaining access to the site. Consult Part 2 – Bidder Instructions.”

1.3 Debriefings

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

1.4 Fairness Monitor

Bidders are advised that Canada has retained the services of a Fairness Monitor from Hallux Consulting Inc. for the entire NRWS procurement process.

PART 2 - BIDDER INSTRUCTIONS

2.1 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.

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>)

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 (2015-07-03) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

- 2.1.1 Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 365 days

- 2.1.2 Mandatory Site Visit

It is **MANDATORY** that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at Canadian Forces base (CFB) Halifax. Each bidder will have the opportunity to visit NRWS installation locations on a Halifax Class Ship for a period of no more than four (4) hours on a date between September 1st to September 4th 2015. Bidders will be scheduled for their four (4) hour ship visit on a first come first serve basis. A maximum of four (4) representatives for each bidder will be permitted to attend. There will be two (2) ship visits per day, with the first visit being held from 0800h to 1200h Atlantic Daylight Time (ADT), and the second visit being held from 1300h to 1700h ADT. Should participation levels exceed the current schedule; arrangements will be made to accommodate all attendees such as the possibility of including a second Halifax Class Ship.

A Request for Visit (RFV) clearance is required prior to gaining authorized access to CFB Halifax. Bidders shall communicate with the Contracting Authority no later than August 12th 2015 at 1400h Eastern Daylight Time, to confirm their attendance and request the RFV form and process Instructions. The Contracting Authority will provide the site visit details to all participants prior to the site visit.

The Bidder's Company Security Officer (CSO) shall ensure that their representatives hold a valid security clearance at the required level for the site visit. Failure to comply with the security requirements will result in the representative(s) being denied access to the site.

Bidders will be required to sign an attendance sheet at the site visit. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

2.2 Submission of Bids

Bids shall be submitted only to Public Works and Government Services Canada (PWGSC) Bid 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 to PWGSC will not be accepted.

2.3 Enquiries - Bid Solicitation

All enquiries shall be submitted in writing to the Contracting Authority no later than fifteen (15) 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 shall be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.4 Applicable Laws

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

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

2.5 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders shall clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least twenty (20) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.6 Technical Data Package

During the solicitation period, DND publications that are referenced and are not commercially available can be issued to Bidders under separate cover upon request from the Bidder. It is imperative that the Bidder's request for bid solicitation documentation be made as soon as possible to ensure timely receipt of the associated publications. Bidders are required to submit their request to the Contracting Authority:

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
michael.rancourt@tpsgc-pwgsc.gc.ca

2.7 Condition of Material

Material supplied shall be new and conform to the latest issue of the applicable drawings, specifications and/or part numbers that are in effect on the bid solicitation closing date.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

PART A: NRWS Acquisition and Repair and Overhaul Bid Section

- Section I: Technical Bid
Five (5) hard copies and five (5) soft copies on CD/USB
- Section II: Management Bid
Five (5) hard copies and five (5) soft copies on CD/USB
- Section III: Financial Bid
One (1) hard copy and one (1) soft copy on CD/USB
- Section IV: Certifications
One (1) hard copy and one (1) soft copy on CD/USB
- Section V: Additional Information
One (1) hard copy and one (1) soft copy on CD/USB

PART B: NRWS Industrial and Technological Benefits and Value Proposition Bid Section

The Bidder is requested to submit the following sections Acquisition and Repair and Overhaul Value Proposition under a single proposal.

- Section I: Business Plan
Seven (7) hard copies and five (1) soft copy on CD
- Section II: ITB Management Plan
Seven (7) hard copies and five (1) soft copy on CD
- Section III: Regional Development Plan
Seven (7) hard copies and one (1) soft copy on CD
- Section IV: Small and Medium Business Plan
Seven (7) hard copies and one (1) soft copy on CD
- Section V: Transactions and Commitments
Seven (7) hard copies and one (1) soft copy on CD

- 3.1.2 If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.
- 3.1.3 To facilitate Canada's evaluation of submitted bids, Canada requests that Bidders do not "cross reference" between Parts A and B and that information is included as requested in each part, even if repetition results.
- 3.1.4 **Prices shall only appear in Part A - Section III financial bid, and Part B - Industrial and Technological Benefits and Value Proposition Bid Section. Prices shall not be indicated in any other Bid Sections.**

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, bidders should:

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

3.2 Requirements for Bidder's Proposal Part A – NRWS Acquisition and Repair and Overhaul Bid Section

3.2.1 Section I – Technical Bid


- a) 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.
- b) 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.
- c) Bidders shall demonstrate their compliance with the following sections of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders shall provide with their technical bid, a document indicating clearly where the substantial information for each of the sections identified below can be found:
 - Volume 1, Annex D Table 6: Point-Rated NRWS Project Requirements - Area 5, TSOR Requirements;
 - Volume 1, Annex D Table 7: Point-Rated NRWS Project Requirements - Area 6, Embedded Trainer Specification Requirements;
 - Volume 1 Appendix 1 to Annex D Table 2: Mandatory NRWS Project TSOR Requirements; and


- Volume 1 Appendix 1 to Annex D Table 3: Mandatory Computer Based Trainer Specification Requirements.

3.2.2 Section II: Management Bid

- a) In their management bid, bidders shall describe their capability and experience.
- b) The management 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.
- c) Bidders shall demonstrate their compliance with the following sections of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders shall provide with their management bid, a document indicating clearly where the substantial information for each of the sections identified below can be found:
 - Volume 1 Annex D, Table 1: Mandatory NRWS Project Bid Requirements;
 - Volume 1 Annex D, Table 2: Point-Rated NRWS Project Requirements – Area 1 Bidder Experience;
 - Volume 1 Annex D, Table 3: Point-Rated NRWS Project Requirements - Area 2, SOW Section 3.0, Project Management;
 - Volume 1 Annex D, Table 4: Point-Rated NRWS Project Requirements - Area 3, SOW Section 4.0, System Engineering;
 - Volume 1 Annex D, Table 5: Point-Rated NRWS Project Requirements - Area 4, SOW Section 5.0, Integrated Logistic Support; and
 - Volume 1 Appendix 1 to Annex D, Table 1: Mandatory NRWS Project SOW Requirements.

3.2.3 Section III: Financial Bids

- a) Bidders shall submit their financial bid in accordance with the entire solicitation.
- b) Bidders shall submit their pricing using the format in Volume 2 – NRWS Acquisition Resulting Contract Schedule A, NRWS Acquisition Pricing, and Volume 3 – NRWS Repair and Overhaul Resulting Contract, Schedule A, Repair and Overhaul Pricing.
- c) Exchange Rate Fluctuation Risk Mitigation
 - i. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request shall be clearly indicated in the bid at time of bidding. The Bidder shall submit Volume 1, Annex B PWGSC-TPSGC 450 , Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.

- ii. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
- iii. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
- iv. At time of bidding, the Bidder shall complete columns (1) to (4) on Volume 1 Annex B PWGSC-TPSGC 450 , for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
- v. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

3.2.4 Section IV: Certifications

Bidders shall submit the certifications in Volume 1 – Bidders Instructions and Requirements, Part 5 - Certifications.

3.2.5 Section V: Additional Information

Bidder's Proposed Site(s) or Premises Requiring Safeguarding Measures for Volume 2 - NRWS Acquisition Resulting Contract, and Volume 3 – NRWS Repair and Overhaul Resulting Contract

- a) As indicated in Part 6 under Security Requirements, the Bidder shall provide the full address(es) of the Bidder's and proposed individual(s)' site(s) or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
 City, Province, Territory / State
 Postal Code / Zip Code
 Country

- b) The Company Security Officer (CSO) shall ensure through the Industrial Security Program (ISP) that the Bidder and proposed individual(s) hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements

3.3 **Requirements for Bidder's Proposal Part B – NRWS Industrial and Technological Benefits and Value Proposition Bid Section**

- a) In their Industrial and Technological Benefits and Value Proposition 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.
- b) The Industrial and Technological Benefits and Value Proposition 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.

c) Bidders shall demonstrate their compliance with the following sections of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders shall provide with their Industrial and Technological Benefits and Value Proposition bid, a document indicating clearly where the substantial information for each of the sections identified below can be found:

- Volume 1 Annex F, Industrial and Technological Benefits (ITB) Value proposition Evaluation Plan, Article 2 – ITB MANDATORY REQUIREMENTS;
- Volume 1 Annex F, Industrial and Technological Benefits (ITB) Value proposition Evaluation Plan, Article 3 – MINIMUM ASSESSMENT VALUES; and
- Volume 1 Annex F, Industrial and Technological Benefits (ITB) Value proposition Evaluation Plan, Article 4 – RATED EVALUATION.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- a) Bids will be assessed in accordance with the entire requirement of the bid solicitation, including PART A: NRWS Acquisition and Repair and Overhaul Bid Section, and PART B: NRWS Industrial and Technological Benefits and Value Proposition Bid Section
- b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.2 Evaluation Overview

Canada is conducting a two-step bid evaluation process for this requirement. For details on the two-step process, refer to Volume 1 - Bidders Instructions and Requirements, Annex A - Evaluation Procedures and Basis of Selection.

4.2.1 Technical and Management Evaluation

Mandatory and point rated technical and management evaluation criteria are included in Volume 1 Annex D, Bid Evaluation Plan.

4.2.2 Industrial and Technological Benefits and Value Proposition Evaluation

Industrial and Technological Benefits and Value Proposition evaluation criteria are included in Volume 1, Annex F Industrial and Technological Benefits (ITB) Value Proposition Evaluation Plan.

4.2.3 Financial Evaluation

- a) The price of the bid will be evaluated in accordance with the Resulting Contract Clauses of Volume 2 and Volume 3, in Canadian dollars, Applicable Taxes extra.
- b) Bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date will be applied as a conversion factor to the bids submitted in foreign currency.
- c) For details on the financial evaluation, refer to Volume 1 - Bidders Instructions and Requirements, Annex A - Evaluation Procedures and Basis of Selection.

4.3 Basis of Selection

The basis of selection for this procurement is the Responsive Proposal representing best Value for Canada.

The methodology and application of the Best Value basis of selection is detailed in Volume 1 - Bidder Instructions and Requirements, Annex A - Evaluation Procedures and Basis of Selection.

PART 5 – CERTIFICATIONS

Bidders shall provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

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

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed

5.1.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder shall 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 shall, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

Name (please print)

Signature

Date

5.1.3 Education and Experience

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

 Name (please print)

 Signature

 Date

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be completed and submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

5.2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available from Employment and Social Development Canada (ESDC) - Labour's website.

(http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)

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

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Contract.

The Bidder shall provide the Contracting Authority with a completed Volume 1, Annex C, titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder shall provide the Contracting Authority with a completed Annex C Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Welding Certification for NRWS Installation - Bid

1. Welding shall be performed by a welder certified by the Canadian Welding Bureau and in accordance with the requirements of the following Canadian Standards Association (CSA) standards:

- a) CSA W47.1-09 (R2014), Certification of Companies for Fusion Welding of Steel (division level 2); and

- b) CSA W47.2-11, Certification of Companies for Fusion Welding of Aluminum (division level 2).
2. Before contract award and within ten (10) calendar days of the written request by the Contracting Authority, the successful Bidder shall submit evidence demonstrating its certification to the welding standards.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

- 1) At the date of Contract Award(s), the following conditions shall be met:

For RFP Volume 2 – NRWS Acquisition Resulting Contract:

- (a) the Bidder shall hold a valid organization security clearance as indicated in Volume 2, NRWS Acquisition Resulting Contract and Annex A, Security Requirement Checklist;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) shall meet the security requirements as indicated in Volume 2, NRWS Acquisition Resulting Contract and Annex A, Security Requirement Checklist;
- (c) the Bidder shall provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (d) the Bidder's proposed location of work performance and document safeguarding shall meet the security requirements as indicated in Volume 2, NRWS Acquisition Resulting Contract and Annex A, Security Requirement Checklist;
- (e) the Bidder shall provide the address(es) of proposed site(s) or premises of work performance and document safeguarding as indicated in Part 3 - Section V Additional Information.

For RFP Volume 3 – NRWS Repair and Overhaul Resulting Contract:

- (a) the Bidder shall hold a valid organization security clearance as indicated in Volume 3, NRWS Repair and Overhaul Resulting Contract and Annex A, Security Requirement Checklist;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) shall meet the security requirements as indicated in Volume 3, NRWS Repair and Overhaul Resulting Contract and Annex A, Security Requirement Checklist;
- (c) the Bidder shall provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (d) the Bidder's proposed location of work performance and document safeguarding shall meet the security requirements as indicated in Volume 3, NRWS Repair and Overhaul Resulting Contract and Annex A, Security Requirement Checklist;
- (e) the Bidder shall provide the address(es) of proposed site(s) or premises of work performance and document safeguarding as indicated in Part 3 - Section V Additional Information.

2. For additional information on security requirements, bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada website.

(<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>)

6.2 Financial Capability

- 1) **Financial Capability Requirement:** The Bidder shall have the financial capability to fulfill this requirement. To determine the Bidder's financial capability, the Contracting Authority may, by written notice to the Bidder, require the submission of some or all of the financial information detailed below during the evaluation of bids. The Bidder shall provide the following information to the Contracting Authority within fifteen (15) working days of the request or as specified by the Contracting Authority in the notice:
 - a) Audited financial statements, if available, or the unaudited financial statements (prepared by the Bidder's outside accounting firm, if available, or prepared in-house if no external statements have been prepared) for the Bidder's last three fiscal years, or for the years that the Bidder has been in business if this is less than three years (including, as a minimum, the Balance Sheet, the Statement of Retained Earnings, the Income Statement and any notes to the statements).
 - b) If the date of the financial statements in (a) above is more than five months before the date of the request for information by the Contracting Authority, the Bidder shall also provide, unless this is prohibited by legislation for public companies, the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement), as of two months before the date on which the Contracting Authority requests this information.
 - c) If the Bidder has not been in business for at least one full fiscal year, the following shall be provided:
 - i) the opening Balance Sheet on commencement of business (in the case of a corporation, the date of incorporation); and
 - ii) the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement) as of two months before the date on which the Contracting Authority requests this information.
 - d) A certification from the Chief Financial Officer or an authorized signing officer of the Bidder that the financial information provided is complete and accurate.
 - e) A confirmation letter from all of the financial institution(s) that have provided short-term financing to the Bidder outlining the total of lines of credit granted to the Bidder and the amount of credit that remains available and not drawn upon as of one month prior to the date on which the Contracting Authority requests this information.
 - f) A detailed monthly Cash Flow Statement covering all the Bidder's activities (including the requirement) for the first two years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement shall detail the Bidder's major sources and amounts of cash and the major items of cash expenditures on a monthly basis, for all the Bidder's activities. All assumptions made should be explained as well as details of how cash shortfalls will be financed.
 - g) A detailed monthly Project Cash Flow Statement covering the first two years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement shall detail the Bidder's major sources and amounts of cash and the major items of cash expenditures, for the requirement, on a monthly basis. All

assumptions made should be explained as well as details of how cash shortfalls will be financed.

- 2) If the Bidder is a joint venture, the financial information required by the Contracting Authority shall be provided by each member of the joint venture.
- 3) If the Bidder is a subsidiary of another company, then any financial information in 1. (a) to (f) above required by the Contracting Authority shall be provided by the ultimate parent company. Provision of parent company financial information does not by itself satisfy the requirement for the provision of the financial information of the Bidder, and the financial capability of a parent cannot be substituted for the financial capability of the Bidder itself unless an agreement by the parent company to sign a Parental Guarantee, as drawn up by Public Works and Government Services Canada (PWGSC), is provided with the required information.
- 4) **Financial Information Already Provided to PWGSC:** The Bidder is not required to resubmit any financial information requested by the Contracting Authority that is already on file at PWGSC with the Contract Cost Analysis, Audit and Policy Directorate of the Policy, Risk, Integrity and Strategic Management Sector, provided that within the above-noted time frame:
 - a) the Bidder identifies to the Contracting Authority in writing the specific information that is on file and the requirement for which this information was provided; and
 - b) the Bidder authorizes the use of the information for this requirement.

It is the Bidder's responsibility to confirm with the Contracting Authority that this information is still on file with PWGSC.
- 5) **Other Information:** Canada reserves the right to request from the Bidder any other information that Canada requires to conduct a complete financial capability assessment of the Bidder.
- 6) **Confidentiality:** If the Bidder provides the information required above to Canada in confidence while indicating that the disclosed information is confidential, then Canada will treat the information in a confidential manner as permitted by the Access to Information Act, R.S., 1985, c. A-1, Section 20(1) (b) and (c).
- 7) **Security:** In determining the Bidder's financial capability to fulfill this requirement, Canada may consider any security the Bidder is capable of providing, at the Bidder's sole expense (for example, an irrevocable letter of credit from a registered financial institution drawn in favour of Canada, a performance guarantee from a third party or some other form of security, as determined by Canada).

6.3 Controlled Goods Requirement

1. As the resulting contract will require the production of or access to controlled goods that are subject to the Defence Production Act, R.S. 1985, c. D-1, bidders are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: Controlled Goods Program and registration is carried out as follows:
 - a) When the bid solicitation includes controlled goods information or technology, the Bidder shall be registered, exempt or excluded under the CGP before receiving the bid

solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and shall contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.

- b) When the bid solicitation does not include controlled goods information or technology but the resulting contract requires the production of or access to controlled goods, the successful Bidder and any subcontractor who will be producing or accessing controlled goods shall be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.
- c) When the successful Bidder and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the successful Bidder and any subcontractor shall, within seven (7) working days from receipt of written notification of contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods shall be performed until the successful Bidder has provided proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the resulting contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

2. Bidders are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.