



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS A :**

Bid Receiving/Réception des soumissions

VISITOR'S CENTRE - Main Entrance
73 Leikin Drive, Mailstop #15
Ottawa, Ontario K1A 0R2
Canada
Attn: Sylvie Niwe Mutuyeyezu

CENTRE DES VISITEURS - Entrée Principale
73 promenade Leikin, arrêt postal n°15
Ottawa (Ontario) K1A 0R2
Canada
A/S : Sylvie Niwe Mutuyeyezu

**REQUEST FOR
PROPOSAL**

**DEMANDE DE
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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 : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaries :

THIS DOCUMENT DOES NOT CONTAIN A
SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT NE COMPORTE
AUCUNE EXIGENCE EN MATIÈRE DE
SÉCURITÉ

Title – Sujet Tethered Remotely Piloted Aircraft		Date March 1, 2017
Solicitation No. – N° de l'invitation 201704598/A		
Client Reference No. - No. De Référence du Client 201704598		
Solicitation Closes – L'invitation prend fin		
At / à :	14 :00	EDT (Eastern Daylight Time) HAE (heure avancée de l'Est)
On / le :	March 21, 2017	
Delivery - Livraison See herein — Voir aux présentes	Taxes - Taxes See herein — Voir aux présentes	Duty – Droits See herein — Voir aux présentes
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à Markos Vennos, Senior Procurement Officer		
Telephone No. – No. de téléphone 613-843-4545	Facsimile No. – No. de télécopieur 613-825-0082	
Delivery Required – Livraison exigée See herein — Voir aux présentes	Delivery Offered – Livraison proposée	
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:		
Telephone No. – No. de téléphone	Facsimile No. – No. de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/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	



TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

- 1.1. Introduction
- 1.2. Summary
- 1.3. Debriefings
- 1.4. Procurement Ombudsman

PART 2 - BIDDER INSTRUCTIONS

- 2.1. Standard Instructions, Clauses and Conditions
- 2.2. Submission of Bids
- 2.3. Enquiries - Bid Solicitation
- 2.4. Applicable Laws
- 2.5. Promotion of Direct Deposit Initiative
- 2.6. Improvement of Requirement during Solicitation Period

PART 3 - BID PREPARATION INSTRUCTIONS

- 3.1 Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

- 4.1. Evaluation Procedures
- 4.2. Basis of Selection

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

- 5.1. Certifications Required Precedent to Contract Award

PART 6 – SECURITY AND OTHER REQUIREMENTS

- 6.1. Security Requirement
- 6.2. Controlled Goods Requirement

PART 7 - RESULTING CONTRACT CLAUSES

- 7.1. Statement of Requirement
- 7.2. Standard Clauses and Conditions
- 7.3. Security Requirement
- 7.4. Term of Contract
- 7.5. Authorities
- 7.6. Payment
- 7.7. Invoicing Instructions
- 7.8. Certifications
- 7.9. Applicable Laws
- 7.10. Priority of Documents
- 7.11. Procurement Ombudsman
- 7.12. Insurance
- 7.13. Defence Contract
- 7.14. Controlled Goods Program
- 7.15. SACC Manual Clauses



List of Annexes:

- Annex A Statement of Work Requirement
- Annex B Basis of Payment / Financial Bid Presentation Sheet
- Annex C Evaluation Criteria



PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and 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;
- 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, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and 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 Requirement, the Basis of Payment / Financial Bid Presentation Sheet, the Evaluation Criteria, and any other annexes.

1.2 Summary

- 1.2.1 The Royal Canadian Mounted Police has a requirement to purchase a tethered Remotely Piloted Aircraft (RPA) in order to provide extended flight capability and increased payload capacity during police operations. The Tethered RPA system is required to be delivered by March 31 2017 (or very best delivery date offered) to the RCMP NHQ National Traffic Services, located in Ottawa, Canada.
- 1.2.3 The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).
- 1.2.4 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).

1.3 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 Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns



regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.

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* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

B1000T (2014-06-26) Condition of Material
B1501C (2006-06-16) Electrical Equipment
B7500C (2006-06-16) Excess Goods

2.2 Submission of Bids

Bids must be submitted only to RCMP 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 or email to the RCMP will not be accepted.

2.3 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 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 must 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 Promotion of Direct Deposit Initiative

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.

If you are the successful bidder on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: corporate_accounting@rcmp-grc.gc.ca

2.6 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 must 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 five (5) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 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 (1 hard copy)
Section III: Certifications (1 hard copy)

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.

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) (<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 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) 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.

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 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

3.1.1 Bidders must submit their financial bid in accordance with the Basis of Payment / Financial Bid Presentation Sheet detailed in Annex "B". The total amount of applicable taxes must be shown separately.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

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

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 the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.



4.1.1 Technical Evaluation

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

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

SACC Manual Clause A0220T (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria.
2. Bids not meeting (a) or (b) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.
8. The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	Pricing Score	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
Combined Rating		83.84	75.56	80.89
Overall Rating		1st	3rd	2nd



PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, 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 Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be 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.

5.1.1 Integrity Provisions

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process:

- Declaration of Convicted Offences (as applicable)
- Required Documentation

5.1.2 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 at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed).

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.

PART 6 – SECURITY REQUIREMENTS

6.1 Security Requirements

There are no security requirements associated with this solicitation.

6.2 Controlled Goods Requirement

SACC *Manual* clause A9130T (2014-11-27) Controlled Goods Program



PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work Requirement

The Contractor must provide a Tethered Remotely Piloted Aircraft in accordance with the Requirement at Annex "A".

7.2 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](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual)(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

7.2.1 General Conditions

2030 (2016-04-04), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

7.2.2 Supplemental General Conditions

4001 (2015-04-01) Hardware Purchase, Lease and Maintenance, apply to and form part of the Contract.

7.3 Security Requirements

There is no security requirement applicable to this Contract.

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from date of Contract until the end of the warranty period, inclusive.

7.4.2 Delivery Date

Delivery is requested by March 31 2017. Should the requested delivery date be impossible to meet, the Bidder is to offer their very best delivery date:

Best Delivery Date: _____

7.4.5 Delivery Points

The system requirement will shipped Delivery Duty Unpaid (DDU) to one (1) Ottawa delivery point. Training to be delivered to locations TBD in Halifax, Winnipeg and/or Vancouver.

7.5 Authorities

7.5.1 Contracting Authority



The Contracting Authority for the Contract is:

Name: Markos Vennos
Title: Senior Procurement Officer
Royal Canadian Mounted Police
Directorate: Procurement & Contracting
Address: 73 Leikin Drive, Mailstop 15
Ottawa, ON K1A 0R2

Telephone: 613-843-4545
Facsimile: 613-825-0082
E-mail address: markos.vennos@rcmp-grc.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.

7.5.2 Technical Authority

The Technical Authority for the Contract is (*to be inserted at Contract award*):

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
E-mail address: _____

The Technical Authority 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.

7.5.3 Contractor's Representative

(*to be inserted at Contract award*)

7.6 Payment

7.6.1 Basis of Payment

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

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

7.6.2 Method of Payment – Single Payment



Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

OR

7.6.2 Method of Payment – Multiple Payments

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

7.6.3 SACC Manual Clause

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

7.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.
2. Invoices must be distributed as follows:
 - a. One (1) copy must be forwarded to the Technical Authority identified under the section entitled "Authorities" of the Contract for certification and payment. One (1) copy must also be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.8 Certifications and Additional Information

7.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.9 Applicable Laws

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

7.10 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 4001 (2015-04-01) Hardware Purchase, Lease and Maintenance;
- (c) the general conditions 2030 (2016-04-04), General Conditions - Higher Complexity – Goods;
- (d) Annex A, Statement of Requirement;
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated _____.

7.11 Procurement Ombudsman

7.11.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.

7.11.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.



7.12 Insurance

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

7.13 Defence Contract

The Contract is a defence contract within the meaning of the Defence Production Act, R.S.C. 1985, c. D-1, and must be governed accordingly.

Title to the Work or to any materials, parts, work-in-process or finished work must belong to Canada free and clear of all claims, liens, attachments, charges or encumbrances. Canada is entitled, at any time, to remove, sell or dispose of the Work or any part of the Work in accordance with section 20 of the Defence Production Act.

7.14 Controlled Goods Program

SACC Manual Clause A9131C (2014-11-27), Controlled Goods Program

7.15 SACC Manual Clauses

B1000T (2014-06-26) Condition of Material
B1501C (2006-06-16) Electrical Equipment
B7500C (2006-06-16) Excess Goods



ANNEX "A" - STATEMENT OF REQUIREMENT

I. OBJECTIVES

The purpose of this document is to outline the requirements for the Royal Canadian Mounted Police (RCMP) to purchase a Tethered Remotely Piloted Aircraft (RPA). This device is to be used for situations where an RPA is required to be in the air for extended periods of time to obtain aerial imagery for officer safety.

II. BACKGROUND

The RCMP began using RPA in December of 2010. Since that time the program has grown to meet the needs of different investigational business lines within the RCMP. Today, the RCMP use Vertical Take-off and Landing (VTOL) helicopters that weigh less than 6 Kg and have a battery life of approximately 30-50 minutes. In most cases the helicopters used have a small payload capability. The purchase of the Tethered RPA will allow for extended flight with dual payload and the potential ability to carry multiple payloads.

III. SCOPE

The scope of the requirements for the Tethered RPA will be to provide extended flight duration and the potential ability to carry multiple payloads during a police operation. All requirements outlined in the following document will be subject to review and verification by the assigned Technical Authority (TA).

IV. TECHNICAL SPECIFICATIONS

1.0 Air Vehicle

- 1.1 The system must be able to take off and land vertically from the ground.
- 1.2 The system must have the ability to land and take off by using the remote controller.
- 1.3 The system must be able to be folded or disassembled (without tools) for compact transport and storage.
- 1.4 System must be supplied with a hard case for packing chargers/batteries, and spare parts as well as a padded soft case for the Air Vehicle and associated controller items for field deployment. The entire packed system must be of such dimensions that the entire system can easily be carried by two people.
- 1.5 The air vehicle system, including control of air vehicle and control of camera, must be able to be operated by a single operator.
- 1.6 System must be able to operate in altitudes up to 1000 feet AGL (above ground level).
- 1.7 Entire system including controller must be able to operate in rain, snow, dust, and salt air conditions. System must be Ingress Protection rated at a minimum level of IP64:
<http://www.dsmt.com/resources/ip-rating-chart/>
- 1.8 Entire system must be able to operate in temperature ranges from -5 degrees Celsius to +30 degrees Celsius.
- 1.9 Parts such as arms, legs and payloads must be easily interchangeable in the field by hand or using a screwdriver.
- 1.10 Flight logs must be automatically recorded. Flight logs must include date, time and location of flight, complete flight path and any faults encountered during the flight. Logs must be user-retrievable.
- 1.11 Real time battery status, flight telemetry, link signal status, GPS status and any fault information must be displayed on the controller for the pilot's information.
- 1.12 The unit must have standard lighting that can be turned on or off as required.
- 1.13 Air Vehicle must not cause radio interference to RCMP radio systems and must accept interference from same without compromising the operation of the RPA.
- 1.14 System must have built in fault tolerance including:



- 1.14.1 If low battery condition is not addressed by the operator, system will automatically fly to a pre-programmed location and land when battery is critical.
 - 1.14.2 If loss of communication between air vehicle and ground control station occurs, system will attempt to reconnect and if it cannot reconnect, the system will automatically fly to a pre-programmed location and land.
- 1.15 The system must be accompanied by a suitable spares kit for field replaceable items along with list of contents.

2.0 Payload

- 2.1 Still images must be able to be captured and viewed by the operator on the controller or ground control station while the system is in the air.
- 2.2 System must have video, imagery, flight data and log information stored on removable memory storage for easy data access, transfer, and processing.
- 2.3 Files formats for still images must be standard and compatible with Commercial-Off-The-Shelf (COTS) Photogrammetry and Point Cloud software (No proprietary image formats).
- 2.4 Video and still imagery must record time, date, and GPS location. Time must be GPS synched.
- 2.5 Dual Electro-Optical (EO) camera and Thermal Infrared imager must be included on the same payload.
 - 2.5.1 The FLIR imager described in 2.5 must be 640x480 at 9 fps minimum and offer both white hot and black hot options.
 - 2.5.2 The Dual EO camera described in 2.5 must have still image resolution of 15 Mega Pixels (MP) and a video resolution of minimum 1080p HD.
 - 2.5.3 The dual payload system must be stabilized by at least 2 axis minimum.

3.0 Controller

- 3.1 The controller must have a real time video feed of the on-board camera. The video display must be readable in daylight conditions and have contrast, brightness controls.
- 3.2 At minimum the controller must have a low battery warning (RPA and Controller), link strength indicator, loss of link warning, and a GPS status indicator.
- 3.3 The controller must have a battery that can be replaced without tools.
- 3.4 The controller battery must have a standalone battery charger such that continuous operation is possible.
- 3.5 The controller must have the option of switching from camera view to map view – or must be otherwise capable of displaying both simultaneously.
- 3.6 The controller must have internal and external antenna options. Manufacturer to supply options and pricing for external antenna systems.
- 3.7 Controller must be capable of being operated without an external light source at night.



- 3.8 Controller must be Ingress Protection rated at a minimum level of IP64:
<http://www.dsmt.com/resources/ip-rating-chart/>
- 3.9 Controllers must be able to be securely paired and/or bound via encrypted communication to any Air Vehicle of the same model.
- 3.10 Controller and associated battery operated equipment must be supplied with spare battery and external charger.
- 3.11 The option of a second controller must be available.

4.0 Ground Control/Mission Planning/On-board Processing

- 4.1 The system must be able to perform a target lock and stare on a stationary or moving target.
- 4.2 The system must include an automated Video Moving Target Indicator (VMTI) system that is compatible with the controller hardware.
- 4.3 The system must be able to identify and return the GPS location of any object in the video feed that is identified by the operator with less than 1 meter accuracy.
- 4.4 The system must be able to multi-cast digital video out to multiple android mobile devices over an encrypted digital network.

5.0 Tether System

- 5.1 A Tether must be able to be attached to the Air System.
- 5.2 The Tether must have at minimum Tensile strength of 1000 N.
- 5.3 The Tether must be powered by 220 VAC / 50 Hz
- 5.4 The tether must be at minimum 100m in length.
- 5.5 The data cable within the Tether must be an Ethernet RJ45 with a minimum transfer rate of 30 MB/s.
- 5.6 The Tether must be attached to a spooler on the ground.
 - 5.6.1 The spooler must have an automatic winch.
 - 5.6.2 The spooler must be powered by a generator

6.0 Training

- 6.1 The Contractor shall provide upon request, one train-the-trainer (set specific) session at one of the three (3) RCMP locations specified in 6.1.2 for the tethered system that will consist of the following:
 - 6.1.1 The training shall be conducted by an approved instructor who will provide a training session comprising of at least but not limited to the following:
 - a) A course syllabus;
 - b) Set up, test and operating procedures;
 - c) Functionality of each of the system control features;
 - d) Detailed list of selectable menu options and how they are accessed and activated; and
 - e) Basic troubleshooting.
 - 6.1.2 The Contractor must offer 2 day instructor training certification for up to 2 RCMP candidates as specified in the future. All training must be done in Canada, at one of the following specified RCMP locations:
 - Halifax, NS
 - Winnipeg, MB



Vancouver, BC

- 6.2 Pilot training course for 5 people maximum will be carried out over 2 days. All training must be done in Canada, at one of the following specified RCMP locations:
 - Halifax, NS
 - Winnipeg, MB
 - Vancouver, BC
- 6.3 Upon successful completion of the train-the-trainer course, participants shall receive a certificate authorizing them to instruct other qualified RCMP instructors in the operation of the specific tethered system.
- 6.4 All travel and expenses for RCMP participants will be the responsibility of the RCMP, at the RCMP's discretion.
- 6.5 All necessary training materials to be provided by the Contractor, including manuals, handouts, PowerPoint presentation, resource material, schematics, training devices.

7.0 Documentation

- 7.1 The Contractor must provide English documentation in the form of a printed and electronic manual that instructs:
 - 7.1.1 How to use the product
 - 7.1.2 How to care for the product components
 - 7.1.3 How to change batteries
 - 7.1.4 Pre-flight Check Sheets and Emergency Procedures
 - 7.1.5 Troubleshooting

8.0 Warranty and Support

- 8.1 Standard one (1) year warranty to be included. With option to purchase extended warrantee for an additional (1) or (2) years from the date of expiration on the standard warranty.
- 8.2 System must be field upgradable with new firmware releases to be supplied at no charge for at least 3 years after delivery of the system.
- 8.3 The contractor shall provide the clients with a "replacement" unit at no additional cost, when a repair cannot be returned within 30 days.
- 8.4 Contractor must provide technical phone support and support via the internet within 48 hours.
- 8.5 If the system (including all components) is returned to the service facility more than (3) three times for the same problem within warranty (standard + optional), the system shall be replaced with a new one at the expense of the Contractor.

9.0 General

- 9.1 Contract is for one (1) system to be delivered by March 31, 2017 or the very best delivery date offered.

Best Delivery Date: _____

- 9.2 Systems to be delivered DDU to one Ottawa location.
- 9.3 Within 12 months of Contract award, the tethered system must meet or exceed ICES-001 & 003 standards: <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf00018.html> and <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf00020.html>. Third party testing documentation that is approved by ISEDC (Innovation, Science and Economic Development Canada) must be supplied. Note that "third party testing" means the device has been tested by an accredited independent organization and the product complies with specific industry standards.



ANNEX B - BASIS OF PAYMENT / FINANCIAL PROPOSAL PRESENTATION SHEET

Name of Firm: _____

Address: _____

Contact Person: _____

Phone number: (____) ____ - _____ Fax number: (____) ____ - _____

Email: _____@_____

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

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

The Bidder will propose a firm all-inclusive price for all line items work, customs duties are included and applicable taxes extra.

Item	Description	Firm All-Inclusive Unit Price (A)	Units (B)	Totals (A x B)
1	Complete requirement as described in Annex A – Statement of Requirement		1	
2	External Antenna Option for Controller		1	
3	Second Controller		1	
4	Extended Warranty (1 year)		1	
5	Extended Warranty (2 years)		1	
TOTAL BID PRICE FOR EVALUATION				

Travel

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 National Joint Council Travel Directive and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

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



ANNEX C – EVALUATION CRITERIA

1. Mandatory Requirements

Bids submitted will be evaluated to confirm compliance with the mandatory requirements of the solicitation. Bids not meeting any one of the following mandatory criteria will be deemed non-compliant and will not be evaluated any further.

The Mandatory requirements are clearly identified and can be found below. Each bid will be evaluated against the mandatory checklist item by item.

1.1 Definitions

For the purpose of the evaluation, the compliance methods will be defined as follows:

1.1.1 Compliance Statement: will be a written agreement that the supplied goods and or service provided by the Bidder meets all required specifications.

1.1.2 Supporting documentation: proof of supporting documentation can be provided in the following formats: technical specifications, 3D sketch, photos, or OEM letter.

1.2 Mandatory Evaluation Criteria

1.2.1 Compliance Statement

Item	Requirement	Compliance Matrix		Evaluation Compliance Method	Bidders Response
		Yes	No		
A.	The Bidder confirms that they have read, understood, and will deliver a system in accordance with the entire Statement of Requirement outlined in Annex A			Compliance Statement	



1.2.2 Performance Specifications

The Bidder must demonstrate that they meet the following requirements by providing Supporting Documentation as defined in Section 1.1 of this Annex.

Article	Performance Specifications	Compliance Matrix		Evaluation Compliance Method	Bidders Response
		Yes	No		
1.0 Air Vehicle					
1.4	System must be supplied with a hard case for packing chargers/batteries, and spare parts as well as a padded soft case for the Air Vehicle and associated controller items for field deployment. The entire packed system must be of such dimensions that the entire system can easily be carried by two people.			Supporting Documentation	
1.5	The air vehicle system, including control of air vehicle and control of camera, must be able to be operated by a single operator.			Supporting Documentation	
1.8	Entire system must be able to operate in temperature ranges from -5 degrees Celsius to +30 degrees Celsius.			Supporting Documentation	
1.9	Parts such as arms, legs and payloads must be easily interchangeable in the field by hand or using a screwdriver.			Supporting Documentation	
1.10	Flight logs must be automatically recorded. Flight logs must include date, time and location of flight, complete flight path and any faults encountered during the flight. Logs must be user-retrievable.			Supporting Documentation	
1.11	Real time battery status, flight telemetry, link signal status, GPS status and any fault information must be displayed on the controller for the pilot's information.			Supporting Documentation	
1.14	The system must have built in fault tolerance including:				



Article	Performance Specifications	Compliance Matrix		Evaluation Compliance	Bidders Response
1.14.1	If low battery condition is not addressed by the operator, system will automatically fly to a pre-programmed location and land when battery is critical.			Supporting Documentation	
1.14.2	If loss of communication between air vehicle and ground control station occurs, system will attempt to reconnect and if it cannot reconnect, the system will automatically fly to a pre-programmed location and land.			Supporting Documentation	
2.0 Payload					
2.4	Video and still imagery must record time, date, and GPS location. Time must be GPS synched.			Supporting Documentation	
2.5	Dual Electro-Optical (EO) camera and Thermal Infrared imager must be included on the same payload.			Supporting Documentation	
2.5.1	The FLIR imager described in 2.5 must be 640x480 at 9 fps minimum and offer both white hot and black hot options.			Supporting Documentation	
2.5.2	The Dual EO camera described in 2.5 must have still image resolution of 15 Mega Pixels (MP) and a video resolution of minimum 1080p HD.			Supporting Documentation	
3.0 Controller					
3.2	At minimum the controller must have a low battery warning (RPA and Controller), link strength indicator, loss of link warning, and a GPS status indicator.			Supporting Documentation	
3.5	The controller must have the option of switching from camera view to map view – or must be otherwise capable of displaying both simultaneously.			Supporting Documentation	
3.6	The controller must have internal and external antenna options.			Supporting Documentation	



Article	Performance Specifications	Compliance Matrix		Evaluation Compliance	Bidders Response
3.7	Controller must be capable of being operated without an external light source at night.			Supporting Documentation	
3.9	Controllers must be able to be securely paired and/or bound via encrypted communication to any Air Vehicle of the same model.			Supporting Documentation	
3.10	Controller and associated battery operated equipment must be supplied with spare battery and external charger.			Supporting Documentation	
4.0 Ground Control/Mission Planning/On-board Processing					
4.1	The system must be able to perform a target lock and stare on a stationary or moving target.			Supporting Documentation	
4.2	The system must include an automated Video Moving Target Indicator (VMTI) system that is compatible with the controller hardware.			Supporting Documentation	
4.3	The system must be able to identify and return the GPS location of any object in the video feed that is identified by the operator with less than 1 meter accuracy.			Supporting Documentation	
4.4	The system must be able to multi-cast digital video out to multiple android mobile devices over an encrypted digital network.			Supporting Documentation	
5.0 Tether System					
5.2	The Tether must have at minimum Tensile strength of 1000 N.			Supporting Documentation	
5.3	The Tether must be powered by 220 VAC / 50 Hz			Supporting Documentation	
5.4	The tether must be at minimum 100m in length			Supporting Documentation	



Article	Performance Specifications	Compliance Matrix		Evaluation Compliance	Bidders Response
5.5	The data cable within the Tether must be an Ethernet RJ45 with a minimum transfer rate of 30 MB/s.			Supporting Documentation	
5.6.1	The spooler must have an automatic winch.			Supporting Documentation	
5.6.2	The spooler must be powered by a generator			Supporting Documentation	

2. Point-Rated Criteria

Proposals that are deemed compliant against all mandatory requirements will be further evaluated against the following point-rated requirements.

2.1 Definitions

For the purpose of the evaluation, the compliance methods will be defined as follows:

2.1.1 Compliance Statement: will be a written agreement that the supplied goods and or service provided by the Bidder meets all required specifications

2.1.2 Supporting documentation: proof of supporting documentation can be provided in the following formats: technical specifications, 3D sketch, photos, or OEM letter.

2.2 Point-Rated Evaluation Criteria

Performance Specifications	Evaluation	Offered		Score	Evaluation Compliance Method	Bidder's Response
		Yes	No			
1.0 Air vehicle						
A. Capable of extended flight.	<p>10 points awarded if the system performs continuous flight for anything over 8 hours</p> <p>5 points awarded if the system performs continuous flight for 4 to 8 hours</p> <p>0 points awarded if the system performs continuous flight less than 4 hours</p>				Supporting Documentation	
B. Ability to use Google Maps or Microsoft Bing Maps as a navigational	<p>5 points awarded if Google Maps or Microsoft Bing Maps are available for use</p>				Supporting Documentation	



Performance Specifications	Evaluation	Offered		Score	Evaluation Compliance	Bidder's Response
control tools.	0 points awarded if Google Maps or Microsoft Bing Maps are not available for use					
C. Minimum operating temperature ranges	<p>10 points awarded if system operates in -20 to +30 degrees Celsius.</p> <p>5 points awarded if system operates in -10 to +30 degrees Celsius.</p> <p>0 points awarded if system operates in temperature greater than -5 to +30 degrees Celsius.</p>				Supporting Documentation	
D. Video operation in wind (sustained and gusts).	<p>5 points awarded if the video stabilization performs at sustained winds of 30 km/h and gusts of 50 km/h.</p> <p>0 points awarded if the video stabilization does not perform at sustained winds of 30 km/h and gusts of 50 km/h.</p>				Supporting Documentation	
E. Landing gear	<p>5 points awarded if the landing gear does not obstruct the field of view of the payload.</p> <p>0 points awarded if the landing gear obstructs the field of view of the payload.</p>				Compliance Statement	
F. Complete system setup and launch time	<p>15 points awarded if the complete setup and launch time is less than 15 minutes.</p> <p>10 points awarded if the complete setup and launch time is greater than or equal to 15 minutes but less than or equal to 30 minutes.</p> <p>5 points awarded if the complete setup and launch time is more than 30 minutes but less than or equal to 1</p>				Compliance Statement	



Performance Specifications	Evaluation	Offered		Score	Evaluation Compliance	Bidder's Response
	hour. 0 points awarded if the complete setup and launch time is more than hour.					
G. GPS accuracy	5 points awarded if the minimum accuracy is below 1 meter. 0 points awarded if the minimum accuracy is 1 meter or above.				Supporting Documentation	
H. Payload capability	5 points awarded if the system can carry more than 1 payload during flight (in addition to the mandatory dual camera payload specified in Mandatory 2.6.1). 0 points awarded if the system can only carry 1 payload during flight.				Compliance Statement	
2.0 Payload						
I. Optical zoom capability	5 points awarded if the EO camera has 30x optical zoom. 0 points awarded if the EO camera has less than 30x optical zoom.				Supporting Documentation	
J. Minimum resolution	5 points awarded if the minimum resolution of the EO camera is greater than 1080p@30fps. 0 points awarded if the minimum resolution of the EO Camera is less than 1080p@30fps.				Supporting Documentation	



Performance Specifications	Evaluation	Offered		Score	Evaluation Compliance	Bidder's Response
K. Gimbal stabilization	<p>5 points awarded if the payload has 3 axis gimbal stabilization.</p> <p>0 points awarded if the payload has less than 3 axis gimbal stabilization.</p>				Supporting Documentation	
L. Real-time video	<p>5 points awarded if the payload's real-time video stream has 5 second or lower latency.</p> <p>0 points awarded if the payloads real-time video stream has 5 second or higher latency.</p>				Supporting Documentation	
M. Encryption	<p>5 points awarded if the signal from air vehicle to controller is encrypted with AES-256 WPA2 minimum and has user programmable keys.</p> <p>0 points awarded if the signal from air vehicle to operator is encrypted with less than AES-256 WPA2 and does not have user programmable keys</p>				Supporting Documentation	
N. System storage	<p>5 points awarded if the system has the ability to stream real-time images and videos and log data from on-board the flyer or controller to external viewing sources.</p> <p>0 points awarded if the system does not have the ability to stream real-time images and videos and log data from on- board the flyer or controller to external viewing sources.</p>				Supporting Documentation	
3.0 Controller						



Performance Specifications	Evaluation	Offered		Score	Evaluation Compliance	Bidder's Response
O. GPS capability	5 points if the controller identifies the number of GPS satellites being tracked. 0 points if the controller identifies the number of GPS satellites being tracked.				Compliance Statement	