



Public Works and
Government Services
Canada

Travaux publics et
Services gouvernementaux
Canada

**Defence Research and Development Canada
(DRDC) Innovation Call For Proposals (CFP)
W7714-217869/A**

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PART 1 – GENERAL INFORMATION

1.1 Summary

Public Works and Government Services Canada (PWGSC) is issuing a Call for Proposals (CFP) on behalf of Defence Research and Development Canada (DRDC). DRDC is an agency of Canada's Department of National Defence (DND) that provides DND, the Canadian Armed Forces (CAF) and other government departments, as well as the broader public safety and security communities, the knowledge and technological advantage needed to defend and protect Canada's interests at home and abroad.

The CFP is an invitation to bidders to submit innovative science and technology (S&T) proposals in support of Canada's defence, security and public safety.

More specifically, this CFP identifies S&T Challenges (see Annex B) for which innovative solutions are sought that relate to the following area:

Public Safety and Security

This CFP is looking to mitigate the effects of future, high impact, low frequency events such as pandemics, natural disasters, or other man made or natural disruptive forces. Understanding the impacts and possible preparedness and mitigations of these large scale events will help enhance our resilience in a post-pandemic world. Reducing societal and economic impacts through innovations that bolster the security of critical supply chains, and develop confidence in automation and virtual operations will also support resiliency.

1.2 Call for Proposals Procurement Approach

This CFP process involves a two-stage procurement process:

Stage 1: Proposal Submission, Evaluation and Selection

Stage 2: Contracting

The information provided in Stage 1 will be used to establish a pool of pre-qualified proposals. Proposals selected for funding from the pool of pre-qualified proposals will be subject to Stage 2.

The establishment of the pool of pre-qualified proposals and the selection of proposals for funding does not constitute a guarantee on the part of Canada that a contract will be awarded.

In addition, no payment will be made for costs incurred in the preparation, submission, and contract negotiation related to a proposal under this CFP. Costs associated with these activities, including the development of any supporting documentation and any bidder costs incurred associated with the submission of the proposal, are the sole responsibility of the bidder.

1.3 Trade Agreements

The Canadian Free Trade Agreement (CFTA) (<https://www.cfta-alec.ca/>), applies to this procurement. The CFP process is organized in a manner consistent with the principles of the CFTA in terms of equal access, fairness and transparency and is open to public and private sector entities.

This procurement is excluded from the application of the World Trade Organization – Agreement on Government Procurement (WTO-AGP) under Appendix 1, Annex 4, as well as excluded from the Canada-European Union Comprehensive Economic and Trade Agreement (CETA) and the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP).

1.4 Security Requirements

There may be security requirements associated with the resulting contracts. For more information on personnel and organization security screening or security clauses, the bidder should refer to PWGSC's Contract Security Program (<https://www.tpsgc-pwgsc.gc.ca/esc-src/index-eng.html>).

1.5 Canadian Content

This procurement is conditionally limited to Canadian goods and services (see Section 5.1.2.1 Canadian Content Certification).

1.6 Controlled Goods Program

Any resulting contract may be subject to the Controlled Goods Program. Refer to the Controlled Goods Program website (<https://www.tpsgc-pwgsc.gc.ca/pmc-cgp/index-eng.html>).

1.7 Employment Equity

The Federal Contractors Program (FCP) for Employment Equity applies to this procurement (see Part 5 – Certifications and Additional Information).

1.8 Conflict of Interest

A successful bidder (the contractor), its subcontractor(s) or any of their agent(s) directly or indirectly involved in the performance of the work and/or in the production of the deliverables under any resulting contract will not be precluded from bidding on any potential future CFP related to the production or exploitation of any concept or prototype developed or delivered.

1.9 Comprehensive Land Claims Agreements

Depending on the proposal received, the region of delivery for the goods and/or services may be in an area subject to Comprehensive Land Claims Agreements (CLCA). If this occurs, the procurement will be subject to the applicable CLCA.

PART 2 – INSTRUCTIONS FOR BIDDERS

2.1 Standard Instructions, Clauses and Conditions

In this document, terms are identified below and their meaning referenced in the 2003 (2020-05-28) Standard Instructions are identified in the below table.

Term (used this document)	Term (used 2003 Standard Instructions)
Call for Proposals	Solicitation/Bid Solicitation
Proposal	Bid

All instructions, clauses and conditions identified in this CFP 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) (SACC) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by PWGSC.

A bidder who submits a proposal agrees to be bound by the instructions, clauses and conditions of this CFP and accepts the clauses and conditions of the resulting contract.

The 2003 (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of this CFP; some sections have been amended and are listed below.

a. At section 04 – Definition of a bidder, is amended as follows:

Delete: It does not include the parent, subsidiaries or other affiliates of the bidder, or its subcontractors.

b. At section 05 – Submission of Bids, subsection 4, is amended as follows:

Delete: Proposals will remain open for acceptance for a period of not less than 60 days from the closing date of the proposal solicitation, unless specified otherwise in the bid solicitation.

Insert: Proposals will remain open for acceptance for a period of not less than 2 years from the closing date of the proposal solicitation. The rate of 1.7% will be added to the bid price every subsequent 1 year period from the closing date of the proposal solicitation. The Contracting Authority may modify the open for acceptance period by sending written notice to the bidder following Canada's completion (partial or entire) of Stage 2 and at any other time.

c. Section 08, Transmission by facsimile or epost Connect

Delete: Subsection 2 in its entirety.

Insert: 2. epost Connect

a. Bids must be submitted by using the epost Connect service provided by Canada Post Corporation.

The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC headquarters is: DRDCCSS-RDDCCSS@forces.gc.ca

b. To submit a bid using epost Connect service, the Bidder must either:

- i. send directly its bid only to the CSS Program using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
- ii. send as early as possible, and in any case, at least five business days prior to the solicitation closing date and time, (in order to ensure a response), an email that includes the solicitation number to the CSS Program requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.

c. If the Bidder sends an email requesting epost Connect service to the specified email in the bid solicitation, the CSS Program will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the solicitation closing date and time. CSS will keep the epost Connect conversation open until 30 days after the solicitation closing date and time.

d. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the epost Connect conversation open until at least 30 business days after the solicitation closing date and time.

e. The solicitation number should be identified in the epost Connect message field of all electronic transfers.

f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should a bidder not have a Canadian mailing address, they may use the PWGSC address specified below in order to register for the epost Connect service:

11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Gatineau, Quebec
K1A 0S5

g. For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:

- i. receipt of a garbled, corrupted or incomplete bid;
- ii. availability or condition of the epost Connect service;

- iii. incompatibility between the sending and receiving equipment;
- iv. delay in transmission or receipt of the bid;
- v. failure of the Bidder to properly identify the bid;
- vi. illegibility of the bid;
- vii. security of bid data; or,
- viii. inability to create an electronic conversation through the epost Connect service.

h. The CSS Program will send an acknowledgement of the receipt of bid document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the CSS Program. This acknowledgement will confirm only the receipt of bid document(s) and will not confirm if the attachments may be opened nor if the content is readable.

i. Bidders must ensure that that they are using the correct email address for the CSS Program when initiating a conversation in epost Connect or communicating with the CSS Program and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.

j. A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with section 05.

d. At section 14 – Price Justification, is amended as follows:

Delete: In the event that the bidder's proposal is the sole responsive proposal received, the bidder must provide, on Canada's request, one or more of the following price justification:

Insert: For all pre-qualified proposals eligible for contract award, the bidder must provide, on Canada's request, one or more of the following price justification:

2.2 Enquiries about the Call for Proposals

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the CFP closing date. Enquiries received after that time may not be answered. The bidder should reference as accurately as possible the numbered item of this CFP to which the enquiry relates. Care should be taken by the bidder 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.

2.3 Contracting Authority

The Contracting Authority for this CFP is:

Emily Baxter
Public Works and Government Services Canada
Acquisitions Branch
Defence Sciences Division
Telephone: 819-230-2938
E-mail address: emily.baxter@tpsgc-pwgsc.gc.ca

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 at time of the Contract award process.

2.5 Public Announcements

In order to coordinate any public announcements pertaining to any resulting contract, and as a courtesy, successful bidders are requested, but not required, to notify the Contracting Authority fifteen (15) business days in advance of their intention to make public an announcement related to the recommendation of a contract award, or any information related to the contract. This notice will provide sufficient time for the Government of Canada to coordinate a potential joint announcement with the successful bidders.

2.6 Funding

For this CFP, approximately \$12M* has been allocated for the cumulative value of all resulting contracts. All proposals must be costed in Canadian dollars.

Canada reserves the right to modify project funding via one or more alternate programs or mechanisms.

*These amounts are subject to change.

PART 3 – PROPOSAL PREPARATION INSTRUCTIONS

3.1 Who May Apply

This CFP is open to all public and private sector entities. The bidder will assume the responsibility of submitting the proposal and serve as the point of contact for the duration of the CFP process. The 2003 (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, 13 (2014-03-01) Communications – solicitation period apply to all bidders (whether industry, academia, or government).

A proposal submission must be comprised of a team that includes a Canadian Lead Government Department (LGD) (federal, provincial, territorial, municipal) and a public or private sector partner organization that is different than the LGD. Additional Canadian or international partners from the public or private sectors are permitted as long as the partnership requirements are satisfied. DRDC Centres may be listed as partners in proposals; however, they are restricted from being the LGD or bidder.

3.1.1 Proposals must meet the requirements as defined below:

3.1.1.1 To qualify as a Canadian LGD, an organization must fit into 1 of the following 3 categories:

1. Be listed under Schedules I through V of the Financial Administration Act;

-OR-

2. Be a government corporation or any other public authority designated by regulation of a Lieutenant Governor in Council;

-OR-

3. Satisfy each of the following criteria:

- a. the entity was created by legislation;
- b. the government determines the general policy or program of the entity;
- c. the government appoints members to the board of directors of the entity;
- d. direct control of the entity is held by possessing 100 percent of the voting equity;
- e. the entity's assets revert to the government in the event of liquidation or dissolution;
- f. the entity's budget is approved by the government;
- g. the entity submits an annual, audited report to a government; and,

- h. the entity's financial accounts are subject to examination by an Auditor General.

3.1.1.2 The LGD is prepared to be the project champion and Technical Authority, and at a minimum will:

- a. commit resources to initiate the requisition for the resulting contract;
- b. work with PWGSC to create and issue the resulting contract;
- c. manage the resulting contract (between itself and other project partners);
- d. review and approve deliverables; and,
- e. pay claims/invoices and facilitate project reporting requirements to DRDC.

3.1.1.3 Completion of the required partnership information in the Electronic Proposal Submission Form. All entities/organizations identified as partners involved in a proposal must be identified in the Form, and at a minimum, the Bidder must certify that they are at a level:

- a. of Director General (DG) or higher for the federal government; and,
- b. acceptable for a provincial/territorial/municipal government, academic institution or a private industry to authorize the financial and operational commitment of its organization for the proposal.

An official signature from the project partners identified in the Electronic Proposal Submission Form may be required at the contract negotiation stage.

3.2 Electronic Proposal Submission Form (up to Protected B)

3.2.1 The Bidder's responses in the Electronic Proposal Submission Form will form the Bidder's proposal in its entirety.

3.2.2 Bidders must submit their proposal by downloading and completing the Electronic Proposal Submission Form from the solicitation tender notice page, and uploading it using the epost instructions detailed in Part 2.

3.2.3 Bidders who are not able to submit their proposal using the epost Connect system must contact the Contracting Authority at Emily.baxter@tpsgc-pwgsc.gc.ca to obtain approval to arrange delivery of their proposal via an alternate mechanism. This includes the submission of proposals with a security level exceeding Protected B.

3.2.4 All proposals submitted will be bound by the same terms, conditions and limitations. For all proposals submitted, any text submitted above the character limit specified in the submission form will not be evaluated.

3.2.5 Due to the nature of the CFP, proposals transmitted by facsimile and email will not be accepted.

3.2.6 Bidders are and will remain solely responsible for the accuracy and completeness of their proposals. Bidders should read all CFP documentation in its entirety prior to submitting a proposal.

3.2.7 Bidders are solely responsible for ensuring their proposal is received on time by the solicitation closing date and time. Late submissions will not be accepted.

3.2.8 When a proposal is submitted via epost Connect, an automated message is sent to the Bidder within the conversation. This message serves as confirmation of receipt.

3.2.9 Should there be technical difficulties downloading or opening the Electronic Proposal Submission Form, Bidders should follow the instructions in the Attachment 2 – Technical Instructions on the solicitation tender notice. Bidders may contact the Contracting Authority at emily.baxter@tpsgc-pwgsc.gc.ca if they experience technical difficulties.

3.2.10 Bidders may submit more than one proposal per Challenge, however the proposals must be standalone and have no dependencies on other proposals. If proposals are identified as dependent, Canada reserves the right to declare any or all proposals as non-responsive and not consider them further. Each proposal will be evaluated separately on its own merit. For multiple submissions, individual proposals must be submitted in separate epost Connect conversations.

3.3 Classified Proposals

3.3.1 Bidders submitting a classified proposal must use the Electronic Proposal Submission Form available on the main Buy and Sell solicitation page. Bidders must contact the Contracting Authority to arrange delivery of the proposal using procedures designed to protect the sensitivity of the content.

3.3.2 Proposals are deemed classified if they contain information related to Canada's national interest that may qualify for an exemption or exclusion under the Access to Information Act or Privacy Act and the compromise of which would reasonably be expected to cause injury to the national interest as defined in the PWGSC Supply Manual Glossary, and in accordance with the Treasury Board's Policy on Government Security. It is expected that the majority of proposals will not qualify for the exemption or exclusion and they will therefore be submitted as unclassified proposals.

3.3.3 All classified proposals must be received by the specified CFP closing date and time indicated on the Buy and Sell website. Proposals received after the specified closing date and time will not be evaluated.

3.3.4 Due to the nature of this CFP, proposals transmitted by facsimile will not be accepted.

3.4 Technical Proposal

3.4.1 The bidder's response to the criteria in Annex C will form the bidder's Technical Proposal. The bidder must respond to each criterion in a thorough, concise and clear manner within the allotted character count for each criterion. The bidder must provide Technical Proposal content that clearly addresses in sufficient depth the points that are subject to the evaluation criteria against which the proposal will be evaluated.

3.4.1.1 At the bidder's discretion, the technical proposal may also include any relevant drawings, schematics, letters of support, and/or other additional information to support the bidder's response to the evaluation criteria. This additional information must be a maximum of 3 pages and included with the bidder's proposal. In the event that a bidder submits more than 3 pages of additional information, only the first 3 pages presented will be considered.

3.4.2 To maintain the integrity of the evaluation, evaluators will consider only information presented in the proposal. No information will be inferred and personal knowledge or beliefs will not be utilized in the evaluation. Bidders should explicitly demonstrate, in sufficient detail, how all criteria are met.

3.5 Financial Proposal

3.5.1 The bidder must complete the Financial Proposal set out in the Electronic Proposal Submission Form which will form the bidder's financial proposal. All financial proposals must be in Canadian dollars. The bidder's financial proposal should be within the amounts identified in Table A within Annex A – Project Types and Parameters. Any dollar value largely exceeding the funding amounts may require additional justification and/or may be considered the bidder's commitment of co-investment funding to a resulting contract.

3.5.2 The financial proposal submitted will be negotiated and finalized during Stage 2: Contracting. These negotiations will be in accordance with the proposed Work Plan. The bidder's original proposal must be in accordance with the PWGSC Contract Cost Principles 1031-2 (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/3/1031-2/6>), except for academic institutions for which the costs must be in accordance with article 10.40 (a) to (i) of the PWGSC Supply Manual (<https://buyandsell.gc.ca/policy-and-guidelines/Supply-Manual>).

3.5.3 Exchange Rate Fluctuation
Requests for exchange rate fluctuation risk mitigation are not permitted as per C3011T (2013-11-06) Exchange Rate Fluctuation.

3.5.4 Eligible Costs

- 3.5.4.1 Goods (A) – When the final ownership of tangible, non-consumable goods, that will have a residual value at the end of the contract, will rest with the partner/contractor/non-federal LGD (for Memorandums of Agreement [MOA]), the following will apply:

DRDC funds can be used for incremental resourcing costs associated with delivering a project - for example, consumable materiel and supplies, equipment rentals, subcontractors and casual employees (incremental labour costs for indeterminate employees at the federal level of the government in Canada cannot be included). Therefore, DRDC funds can only be used for expenditures that are not amortized. This means that Canada cannot pay for goods and other tangible, non-consumable items that will have a residual value at the end of the contract. If the proposed project requires the purchase of items that will have a residual value at the end of the contract, the bidder can either purchase the item(s) using their in kind/cash contribution, or charge Canada fair market rental price for the item(s).

- 3.5.4.2 Goods (B) - When the final ownership of tangible, non-consumable goods, that will have a residual value at the end of the contract, will rest with the federal LGD/TA, the following will apply:

DRDC funds can be used for incremental resourcing costs associated with delivering a project - for example, materiel and supplies, equipment rentals, subcontractors and casual employees (incremental labour costs for indeterminate employees at the federal level of the government in Canada cannot be included). Also, DRDC funds can be used for expenditures that are amortized (tangible, non-consumable items that will have a residual value at the end of the contract).

In the event that materiel ownership will reside with the federal LGD/TA, materiel must accurately be accounted for in the mandatory system of record to ensure sound financial stewardship and achieve full asset visibility. For further information refer to [Treasury Board Policy on Management of Materiel \(https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12062\)](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12062).

There may be some situations where the federal LGD/TA may not be in a position to accept ownership of the tangible, non-consumable goods that will have a residual value at the end of the contract. If such a situation becomes evident during the contract negotiation phase(s), Canada will work with the bidder to adjust the bidder's financial proposal accordingly.

- 3.5.5 Travel expenses using DRDC funding must be compliant with the [National Joint Council Travel Directive \(http://www.njc-cnm.gc.ca/directive/d10/en\)](http://www.njc-cnm.gc.ca/directive/d10/en) and be justified in the Work Plan and Financial Proposal within the Electronic Proposal Submission form.

- 3.5.6 Salary Wage Envelope Conversion for Federal Government Participants

Solicitation No. - N° de l'invitation
W7714-217869/A
Client Ref. No. - N° de réf. du client
W7714-217869

Amd. No. - N° de la modif.
File No. - N° du dossier
062sv. W7714-217869

Buyer ID - Id de l'acheteur
062sv
CCC No./N° CCC - FMS No./N° VME

As per Treasury Board of Canada Secretariat requirements, the Employee Benefit Plan (EBP) amount (27 percent of personnel costs) must be included in costing calculations. The EBP fee is applicable to incremental federal government salaries and does not apply to other orders of government or the private sector.

3.5.7 Ineligible Costs

DRDC funds cannot be used to pay for salaries of indeterminate employees at the federal level of government in Canada; however, indeterminate employee salaries (including the EBP amount) may be included in the proposal as an in kind contribution.

3.6 Certifications

Required certifications and additional information are identified in Part 5.

PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- 4.1.1 Proposals will be assessed in accordance with the entire requirement of this CFP including the technical and financial evaluation criteria.
- 4.1.2 Representatives of Canada will evaluate the proposals. If required, Canada may use external Subject Matter Experts (SMEs) to evaluate any proposal. External SMEs will be required to confirm they are not in a conflict of interest and sign a non-disclosure agreement.
- 4.1.3 For each S&T Challenge, Canada will determine first if there are two or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.
- 4.1.4 In conducting its evaluation of the proposals, Canada may, but will have no obligation to, verify any information provided by the bidder through independent research, use of any government resources or by contacting third parties.
- 4.1.5 The Bidder must provide a response to the written request for clarification or verification issued by the Contracting Authority in accordance with the provisions of the request, which may include a time period in which to provide the response. Failure to comply with the request may result in the proposal being declared non-responsive and given no further consideration. This must not be construed as:
- an opportunity to provide supplemental information;
 - an intent to repair or modify the proposal; and
 - an intent to contract with the Bidder

4.2 Evaluation Criteria

- 4.2.1 **Mandatory Criteria**
Proposals must meet all mandatory criteria (MC) identified in Annex C to be in compliance with the CFP. Proposals that fail to meet all MC will be declared non-responsive.
- 4.2.2 **Supporting Information**
In the event that the bidder fails to submit supporting information pursuant to the MC, the Contracting Authority may, but is not required to, request it, after the closing date, in writing. It is mandatory that the bidder provide the supporting information within one business day of the written request or within such period as specified or agreed to by

the Contracting Authority in the written notice to the bidder. Failure to provide the supporting information in the allotted time will render the proposal non-responsive.

4.2.3 Point-Rated Evaluation Criteria

Each proposal that meets all of the applicable MC will be evaluated and scored in accordance with the point-rated evaluation criteria (PRC) identified in Annex C. Proposals must obtain the minimum overall pass mark identified in Annex C. Proposals that do not meet the minimum pass mark will be deemed non-responsive.

4.2.4 Evaluation of Price

The price of the proposal will be evaluated in Canadian dollars; including travel and living costs and shipping. Custom duties are included and applicable taxes are extra.

For evaluation purposes only, the price of the proposal will be determined as detailed in the Financial Proposal within the Electronic Proposal Submission Form.

4.3 Basis of Selection - Pool of Pre-Qualified Proposals

Proposals that satisfy all of the applicable MC, achieve the specified minimum pass mark and meet all other requirements of the CFP will be considered responsive and submitted to the Proposal Selection Committee (PSC). This is not a guarantee that a responsive proposal will be selected for funding or that a contract will be awarded.

Proposal Selection Committee: The PSC is chaired by DRDC and is composed of representatives from DRDC and other government department SMEs as needed. The Contracting Authority will also participate in the PSC in an observational capacity. The PSC considers the evaluation results of the proposals and examines the distribution of investment across the following strategic considerations:

- program priorities;
- number of proposals across priorities and S&T Challenges;
- previous years' investments;
- the strength of individual proposals;
- changes to Government of Canada priorities;
- similar S&T initiatives being funded by DRDC's partners;
- project types;
- level of LGD involvement and support;
- solution readiness levels (SRLs);
- amount of funding requested for travel; and,
- level of co-investment, particularly cash co-investment, as an indicator of shared risk.

This results in the creation of a prioritized pool of pre-qualified proposals that are recommended to receive funding within the budget allocated for the CFP, those which may be recommended to receive funding at a later date should funding become available, and a list of

proposals not recommended for funding. This list is then endorsed by a Senior Management Steering Committee.

DRDC may select one proposal, more than one proposal or no proposal from the pool of pre-qualified proposals. The decision to select a proposal is at the sole discretion of Canada. Proposals which earn the highest overall pass mark may not be the proposals selected.

4.4 Debriefing

Once the prioritized pool of pre-qualified proposals is finalized, PWGSC will inform all bidders of their individual results via email. Canada may, upon request by the bidder, provide unsuccessful bidders with additional clarification. Bidders must make their requests to the Contracting Authority within 15 working days after the receipt of their individual results.

4.5 Contracting Process

Recommendation for Contract award will be determined based on the available budget and success in completing the following steps:

4.5.1 Financial Capability and Certifications

The Contracting Authority may undertake the following:

- a) obtain financial information to verify the bidder's capacity to undertake the work; and,
- b) request certifications and other information required before contract award.

If a bidder fails to demonstrate adequate financial resources to complete the work or fails to provide the certifications and additional information, the proposal will be considered non-responsive and given no further consideration.

4.5.2 Contract Negotiations

Upon completion of the SOW, the Contracting Authority will initiate the negotiations for the following:

- a) contract terms and conditions, as applicable;
- b) pricing and cost breakdown; and,
- c) the provision by the bidder of price support to substantiate the costs to Canada.

Failure to achieve consensus on any aspect of the negotiations will result in the proposal being set aside and not given any further consideration. If an agreement cannot be reached between Canada and the bidder within a reasonable timeline determined by Canada, Canada reserves the right to stop negotiations with the bidder.

4.5.3 Contract Award

Upon completion of contract negotiations, Canada will recommend contracts to be awarded.

4.5.4 Funding Flow Chart

The table in Annex F describes the different possible project structures given the bidder (e.g., government, private sector) and the LGD (federal, provincial, territorial, municipal) and what the resulting funding flow and mechanisms will be.

- Note that this is a typical funding flow model for most projects; however, depending on the particular project, it may be subject to change.

4.6 Intellectual Property

The default position of Canada is to allow contractors to retain the IP rights with a licence granted to Canada for IP rights, which would include the right to use and have used the IP for Canada's activities.

Information on IP conditions for R&D Contracts is available at the following sources:

[4.2 Annex : Intellectual Property](https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/annex/4/2) at: <https://buyandsell.gc.ca/policy-and-guidelines/supply-manual/annex/4/2>.

[Policy on Title to Intellectual Property Arising under Crown Procurement Contracts](http://www.ic.gc.ca/eic/site/068.nsf/eng/00005.html) at: <http://www.ic.gc.ca/eic/site/068.nsf/eng/00005.html>.

4.7 Human and Animal Ethics

A proposal that includes human subjects, human tissues, laboratory animals or animal tissues, must not proceed without prior approval of the project team's Human Subjects Research Ethics Committee or the institutional Animal Care Committee and must not be conducted in contravention of the respective committee's conditions of approval.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

The bidder must certify the certifications and additional information within the Electronic Proposal Submission Form to be deemed compliant.

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

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

5.1 Certifications Required with the Proposal

Certifications required with the Bidder's proposal are identified in the Electronic Proposal Submission Form.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the proposal but may be submitted afterwards. If any of these required certifications or additional information are 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 proposal non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of 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.

5.2.2 Federal Contractors Program for Employment Equity

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 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 website](https://www.canada.ca/en/employment-social-development/programs/employment-equity.html) (<https://www.canada.ca/en/employment-social-development/programs/employment-equity.html>).

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.

For contracts receiving funds over \$1,000,000.00:

Canada will also have the right to terminate the contract for default if a contractor, or any member if the entity is a joint venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the contract.

The bidder must provide the Contracting Authority with a completed FCP for Employment Equity - Certification (below), before contract award. If the bidder is a joint venture, the bidder must provide the Contracting Authority with a completed FCP for Employment Equity - Certification, for each member of the joint venture.

5.2.3 Federal Contractors Program for Employment Equity – Certification (*For contracts receiving funds over \$1,000,000.00*):

A bidder's signature constitutes a confirmation to the effect that:

I, the bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the contract.

For further information on the FCP for Employment Equity visit: [Employment and Social Development Canada – Labour's website \(https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html\)](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html).

Date: _____ YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- () A1. The bidder certifies having no work force in Canada.
- () A2. The bidder certifies being a public sector employer.

- A3. The bidder certifies being a federally regulated employer (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/regulated-industries.html>) being subject to the Employment Equity Act (<https://laws-lois.justice.gc.ca/eng/acts/E-5.401/>).
- A4. The bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.
- A5. The bidder has a combined workforce in Canada of 100 or more employees; and
- A5.1. The bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>) in place with ESDC-Labour.

-OR-

- A5.2. The bidder certifies having submitted the AIEE (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form AIEE (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The bidder is not a joint venture.

-OR-

- B2. The bidder is a joint venture and each member of the joint venture must provide the Contracting Authority with a completed annex FCP for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

5.2.4 Former Public Servant Certification

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

Definitions: For the purposes of this clause:

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

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

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

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

5.2.5 Former Public Servant in Receipt of a Pension

As per the above definitions, is the bidder a FPS in receipt of a pension? **Yes () No ()**

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

- a) name of FPS; and,
- b) date of termination of employment or retirement from the Public Service.

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

5.2.6 Work Force Adjustment Directive

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

YES () NO ()

If so, the bidder must provide the following information:

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

5.2.7 Controlled Goods

Will the resulting contract involve controlled goods?

YES () NO ()

For further information on the [Controlled Goods Program](http://ssi-iss.tpsgc-pwgsc.gc.ca/dmc-cgd/index-eng.html), visit the website: <http://ssi-iss.tpsgc-pwgsc.gc.ca/dmc-cgd/index-eng.html>.

5.2.8 Status and Availability of Resources

The bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the bidder is unable to provide the services of an individual named in its bid, the bidder may propose a substitute with similar qualifications and experience. The bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the bidder has proposed any individual who is not an employee of the bidder, the bidder certifies that it has the permission from that individual to propose his/her services in relation to the work to be performed and to submit his/her résumé to Canada. The bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

5.2.9 Procurement Business Number

Bidders are required to have a Procurement Business Number (PBN) prior to contract award in order to receive a PWGSC contract. Bidders may register for a PBN online at [Supplier Registration Information \(https://srisupplier.contractsCanada.gc.ca\)](https://srisupplier.contractsCanada.gc.ca). For non-Internet registration, bidders may contact the Info Line at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

PBN: _____

5.2.10 Rate or Price Certification

The bidder is requested to provide one (1) of the following certifications, as applicable, in its financial bid:

_____ The bidder certifies that the price proposed is based on costs computed in accordance with Contract Cost Principles 1031-2, and includes an estimated amount of profit of _____.

-OR-

_____ The bidder certifies that the price proposed:

- a) is not in excess of the lowest price charged anyone else, including the bidder's most favoured customer, for the like quality and quantity of the goods, services or both;
- b) does not include an element of profit on the sale in excess of that normally obtained by the bidder on the sale of goods, services or both of like quality and quantity; and,
- c) does not include any provision for discounts to selling agents.

-OR-

_____ The bidder certifies that the price proposed is based on costs computed in accordance with 10.40 (a) to (i) of the Supply Manual, Public Works and Government Services Canada, on the pricing of R&D contracts with universities and colleges.

5.2.11 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.

PART 6 – SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Considerations

Contractors may be required to possess valid security clearances, depending on the nature of the project, in order to have access to information and/or sites necessary for its execution. DRDC will determine the level of security required and will be responsible for establishing a SRCL. The Contracting Authority will communicate such requirements to bidders at Stage 2.

Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder time to obtain the required clearance will be at the discretion of the Contracting Authority.

For additional information on security requirements, bidders should refer to the Contract Security Program at <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>.

6.2 Financial Capability

Additional financial information may be required during the evaluation of bids as per the following clause:

SACC Manual clause A9033T (2012-07-16), Financial Capability

6.3 Controlled Goods Program - Bid

The following clause may be required if the contract will require the production of or access to controlled goods:

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

PART 7 – RESULTING CONTRACT/MEMORANDUM OF AGREEMENT CLAUSES

The instructions, clauses, and conditions identified below, are provided as an example of the standard terms and conditions that could form part of any resulting contract/MOA and do not represent a complete list. PWGSC may update, add or delete, as applicable, the standard terms and conditions contained herein.

1. Statement of Work

The contractor must perform the work in accordance with the SOW at Annex ____.

1.1 Work Authorization

To Be Determined (TBD) at each individual contract/MOA.

Despite any other condition of the contract, the contractor is only authorized to perform the work required to complete _____ of the contract _____ at a cost not to exceed \$ _____. Upon completion of _____, the work will be reviewed before the contractor is authorized to commence any work for _____. Depending on the results of the review and evaluation of the work, Canada will decide at its discretion whether to continue with the work.

If Canada decides to continue with _____, the Contracting Authority will advise the contractor in writing to commence work on _____. The contractor must immediately comply with the notice.

If Canada decides not to proceed with _____, the Contracting Authority will advise the contractor in writing of the decision and the contract will be considered completed at no further costs to Canada. In no event will the contractor be paid for any cost incurred for unauthorized work.

2. Standard Clauses and Conditions

All clauses and conditions identified in the contract by number, date and title are set out in the [SACC 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 PWGSC.

2.1 General Conditions

2040 (2020-05-28), General Conditions - Research & Development, apply to and form part of the contract.

2.2 Supplemental General Conditions

The following supplemental general conditions apply to and form part of the contract TBD for each individual contract/MOA):

4001 (2015-04-01), Hardware Purchase, Lease and Maintenance

4002 (2010-08-16), Software Development or Modification Services

4003 (2010-08-16), Licensed Software
4004 (2013-04-25), Maintenance and Support Services for Licensed Software
4008 (2008-12-12), Personal Information

3. Security Requirement

The following security requirements (SRCL and related clauses) apply to and form part of the contract/MOA.

TBD or no security requirement applies.

4. Term of Contract

The work is to be performed during the period *TBD at the time of negotiations.*

5. Comprehensive Land Claim Agreements

TBD at each individual contract/MOA, as detailed in Part 1 of the CFP.

6. Authorities

6.1 Contracting Authority

The Contracting Authority for the contract is:

TBD for each individual contract/MOA

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.

6.2 Technical Authority

The TA for the contract is:

TBD for each individual contract/MOA

The TA 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 TA; however, the TA 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.

6.3 Procurement Authority

The Procurement Authority for the contract is:

TBD for each individual contract/MOA

The Procurement Authority is the representative of the department or agency. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the contract. The contractor may discuss administrative matters identified in the contract with the Procurement Authority; however, the Procurement Authority has no authority to authorize changes to the scope of the work. Changes to the scope of work can only be made through a contract amendment issued by the Contracting Authority.

6.4 Contractor's Representative

TBD for each individual contract/MOA

7. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2019-01 of the Treasury Board Secretariat of Canada.

8. Payment

8.1 Basis of Payment – Firm Price

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 TBD for a cost of \$ TBD. Customs duties, and excise taxes are included and applicable taxes are extra, if applicable.

Canada will not pay the contractor for any design changes, modifications or interpretations of the work.

-OR-

Basis of Payment – Ceiling Price

The contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the work, as determined in accordance with the Basis of Payment in Annex TBD, to a ceiling price of \$TBD.

Customs duties, and excise taxes are included and applicable taxes are extra, if applicable.

Solicitation No. - N° de l'invitation
W7714-217869/A
Client Ref. No. - N° de réf. du client
W7714-217869

Amd. No. - N° de la modif.
File No. - N° du dossier
062sv. W7714-217869

Buyer ID - Id de l'acheteur
062sv
CCC No./N° CCC - FMS No./N° VME

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the work and computed in accordance with the Basis of Payment.

-OR-

Basis of Payment – Limitation of Expenditure

The contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the work, as determined in accordance with the Basis of Payment in Annex TBD, to a limitation of expenditure of \$TBD. Customs duties, and excise taxes are included and applicable taxes are extra, if applicable.

8.2 Limitation of Price (if applicable)

SACC Manual Clause C6000C (2017-08-17), Limitation of Price

8.3 Method of Payment

Method of Payment – Progress Payments *(for Ceiling Price Basis and Limitation of Expenditure Basis of Payments)*

1. Canada will make progress payments in accordance with the payment provisions of the contract, no more than once a month, for costs incurred in the performance of the work up to TBD percent of the amount claimed and approved by Canada if:

- a) an accurate and complete claim for payment using [form PWGSC-TPSGC 1111](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf>), Claim for Progress Payment and any other document required by the contract have been submitted in accordance with the invoicing instructions provided in the contract;
- b) the amount claimed is in accordance with the Basis of Payment;
- c) the total amount for all progress payments paid by Canada does not exceed TBD percent of the total amount to be paid under the contract; and,
- d) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.

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

-OR-

Method of Payment – Milestone Payments (for Firm Price Basis of Payment)

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in Annex TBD and the payment provisions of the contract if:

- a) an accurate and complete claim for payment using form [PWGSC-TPSGC 1111](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf>), Claim for Progress Payment and any other document required by the contract have been submitted in accordance with the invoicing instructions provided in the contract;
- b) all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives; and,
- c) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

8.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0305C (2014-06-26), Cost Submission – Limitation of Expenditure or Ceiling Price
C4005C (2018-04-17), Travel and Living Expenses – National Joint Council Travel Directive

8.5 Discretionary Audit

SACC Manual Clause C0101C (2010-01-11), Discretionary Audit – Non-commercial Goods and/or Services

-OR-

SACC Manual Clause C0102C (2010-01-11), Discretionary Audit – Canadian Universities and Colleges

-OR-

SACC Manual Clause C0705C (2010-01-11), Discretionary Audit

8.6 Time Verification

SACC Manual Clause C0711C (2008-05-12), Time Verification

9. Invoicing Instructions

1. The contractor must submit a claim for progress payment using form [PWGSC-TPSGC 1111](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf>), Claim for Progress Payment.

Each claim must show:

- a) all information required on form PWGSC-TPSGC 1111;
- b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- c) a list of all expenses; and,
- d) the description and value of the milestone claimed as detailed in the contract.

Each claim must be supported by (TBD at each individual contract/MOA):

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

2. Applicable taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no applicable taxes payable as it was claimed and payable under the previous claims for progress payments.

3. The contractor must prepare and certify an original claim on Form PWGSC-TPSGC 1111 and forward it to the Contracting Authority for certification in an electronic format to the electronic mail address identified under section entitled "Authorities" of the contract. Portable Document Format (.pdf) format is acceptable. The Contracting Authority will then forward the certified claim, in an electronic format, to the TA for appropriate certification after inspection and acceptance of the work takes place and onward submission to the Payment Office for the remaining certification and payment.

4. The contractor must not submit claims until all work identified in this claim is completed.

10. Certifications

10.1 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.

10.2 Federal Contractors Program for Employment Equity – Default by the Contractor (for Contracts over \$1M)

The contractor understands and agrees that, when an AIEE exists between the contractor and ESDC-Labour, the AIEE must remain valid during the entire period of the contract. If the AIEE becomes invalid, the name of the contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the contractor in default as per the terms of the contract.

10.3 SACC Manual Clauses

A3060C (2008-05-12), Canadian Content Certification

11. Applicable Laws

The contract must be interpreted and governed and the relations between the parties determined, by the laws in force in *(to be inserted at contract/MOA award)*.

12. 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 _____;
- c) the general conditions _____;
- d) Annex __, Statement of Work;
- e) Annex __, Basis of Payment;
- f) Annex __, Security Requirements Check List;
- g) Annex __, Insurance – Specific Requirements; and,
- h) The contractor's proposal dated _____.

13. Foreign Nationals (Canadian Contractor OR Foreign Contractor)

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

-OR-

SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

14. Insurance

SACC Manual clause G1005C (2016-01-28), Insurance – No Specific Requirement

-OR-

Insurance – Specific Requirements

The contractor must comply with the insurance requirements specified in Annex _____. The contractor must maintain the required insurance coverage for the duration of the contract. Compliance with the insurance requirements does not release the contractor from or reduce its liability under the contract.

The contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the contractor's expense and for its own benefit and protection.

The contractor must forward to the Contracting Authority within 10 calendar days after the date of award of the contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based contractors, coverage must be placed with an Insurer licensed to carry out business in Canada; however, for Foreign-based contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

15. Controlled Goods Program (if applicable)

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

-OR-

SACC Manual clause B4060C (2011-05-16), Controlled Goods

16. Government and/or Canadian Forces Site Regulations

SACC Manual clause A9068C (2010-01-11) Government Site Regulations

-OR-

SACC Manual clause A9062C (2011-05-16) Canadian Forces Site Regulations

17. Joint Venture

- a) The contractor confirms that the name of the joint venture is _____ and that it is comprised of the following members: [list all the joint venture members named in the contractor's original bid].
- b) With respect to the relationship among the members of the joint venture contractor, each member agrees, represents and warrants (as applicable) that:
 - i. _____ has been appointed as the "representative member" of the joint venture contractor and has full authority to act as an agent for each member regarding all matters relating to the contract;
 - ii. by giving notice to the representative member, Canada will be considered to have given notice to all the members of the joint venture contractor; and,
 - iii. all payments made by Canada to the representative member will act as a release by all the members.

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- c) All the members agree that Canada may terminate the contract in its discretion if there is a dispute among the members that, in Canada's opinion, affects the performance of the work in any way.
- d) All the members are jointly and severally or solitarily liable for the performance of the entire contract.
- e) The contractor acknowledges that any change in the membership of the joint venture (i.e. a change in the number of members or the substitution of another legal entity for an existing member) constitutes an assignment and is subject to the assignment provisions of the General Conditions.
- f) The contractor acknowledges that all security and controlled goods requirements in the contract, if any, apply to each member of the joint venture contractor.

Note to bidders: This Article will be deleted if the bidder awarded the contract/MOA is not a joint venture. If the contractor is a joint venture, this clause will be completed with information provided in its bid.

Annex A – Project Types and Parameters

Project Types:

The types of projects that will be considered for this CFP are:

- Studies;
- Research and Development;
- Technology Demonstrations; and,
- Technology Pilots.

Each project type covers a Solution Readiness Level (SRL) range. An SRL is a measure that relates to the maturity of the proposed solution (refer to Annex D).

Studies

Studies are evidence-based examinations or analysis that address known defence, security, or safety issues, define problems or propose options that require investigation. Studies can provide operational research tools and methods, including risk, capability and foresight analysis or road-mapping to define operational needs and/or aid in prioritizing investment decisions. Studies can vary considerably in scale and complexity. Studies analyze key issues with rigour but the scope of the analysis is managed so as to be both feasible and attainable with limited time-frames and resources (including funding). Examples include conducting scoping studies, exploring utility of ideas in adjacent fields, or developing emergency response scenarios that help define needs.

Research and Development

Research and development (R&D) projects involve applied research in scientific or technological fields that may generate new knowledge or awareness while addressing user-defined capability gaps in critical areas. R&D projects include analytical research, laboratory studies and experiments that mature earlier findings. R&D projects can also validate analytical predictions of existing S&T or enable 'proof-of-concept' validation.

Technology Demonstrations

Technology demonstrations are projects that advance the maturity of a technology, application or capability by embedding S&T in an operational context. These projects foster collaboration between operational and S&T communities. They integrate basic technological elements that can be tested in a simulated or realistic environment. Technology demonstrations test the applicability of a solution to address a capability gap. This project type usually does not transition directly into implementation or operationalization as additional development may still be required.

Technology Pilots

Technology pilots, which are sometimes referred to as feasibility studies or experimental trials, are projects that involve the implementation of a known solution on a small-scale to evaluate its full impact, strengths and weaknesses prior to full implementation. This project type allows for the collection of information to adequately learn how the solution might work in practice.

Project Parameters

The table below identifies project parameters for each project type. Proposals should not exceed the parameters identified for funding, and must not exceed the parameters identified for project duration.

Table A: Project Parameters

Project Type	SRL Range	Performance Period (from initiation to close-out)	Funding/Resulting Contract Value (applicable taxes included)
R&D	1-4	≤ 36 months	≤ \$1.0M
Technology Demonstration	5-7	≤ 36 months	≤ \$1.5M
Technology Pilot	7-9	≤ 36 months	≤ \$1.5M
Study	1-9	≤ 12 months	≤ \$200K

Annex B – Science & Technology Challenges

For this CFP, the following S&T Challenges have been identified:

Overall Theme: Resilience in a Post-Pandemic world

Many issues challenging societal safety and security have a Science and Technology (S&T) nexus, emerge from a complex risk landscape, and lie at the intersection of public safety, public security and defence. The distinction between natural and human-induced hazards is blurring and the inherent vulnerabilities associated with our modern society transcend this perceived dichotomy. The COVID-19 pandemic has had a global impact in shaping perceptions of risk and has highlighted the severe effect that such an event can have on the social and economic well-being of a nation. At the same time, ongoing global trends are creating complex social, technological, economic, political and ecological interdependencies which exacerbate vulnerability.

The intent of the 2021 Request for Proposal (RFP) S&T Challenge set is to address high priority issues confronting Canadian governments and public safety and security partners in a post-pandemic world. Strengthening societal resilience necessitates understanding the risk landscape for other events of potentially similar scope and impact to COVID-19. Additionally, governments are looking to adapt how they function with a virtual workforce and how they offer services in a contactless environment. Key enduring challenges involve the need to adapt to and mitigate the impacts of climate change, to protect supply chains, and to mitigate the impacts of, or capitalize on, highly disruptive technological innovations. Within the strategic framework for this RFP, proposals are expected for Research and Development aimed at achieving tangible and specific solutions and generating knowledge that address the identified requirements and gaps.

Theme A: High-Impact, Low-Frequency (HILF) Events

The global COVID-19 pandemic is a reminder of the broad societal repercussions of High-Impact, Low-Frequency events. These are discrete events, both human-induced and natural, that are assumed to occur infrequently, but will create significant and long-lasting impacts when they do occur. At the forefront of possible HILF events are pandemics, major natural (e.g. Tsunamis; mega thrust earthquakes) or industrial disasters (Fukushima), large-scale terrorist attacks, but also abrupt society shifts driven by technology adoption. Due to their infrequency, mitigations for HILF events tend not to receive a proportionate share of public attention, as well as the associated public safety and security resources, and there is evidence that governments and businesses remain unprepared for such events. In frequency, HILF events lie in between more common events such as seasonal floods, seasonal influenza and wildfires, and more remote, perhaps highly improbably risks such as asteroid impacts. A better understanding of possible HILF events will enable public safety and security partners at all levels of government to eliminate or reduce the risks to Canadians (i.e., prevention and mitigation); be ready to respond when such events occur and better manage their consequences through measures prior to and following the event (i.e., preparedness and

response); and be better able to quickly restore conditions to an acceptable level following such an event (i.e., recovery).

S&T Challenge 1: Expecting the Unexpected: Understanding High-Impact, Low-Frequency Events

Proposals are sought for innovative research, quantitative and qualitative analyses and studies related to Canada's ability to prevent, mitigate, prepare, respond and recover from HILF events. Proposals are sought that involve, but are not limited to :

- Contributions to the understanding of the fragility and vulnerabilities that lie within social, technological, economic, political and ecological interdependent systems;
- Contributions to the understanding of the complex, multifaceted and cascading impact of HILF events across elements of human security including energy security, food security, water security, public health, economic security and environmental security;
- Contributions to the understanding of the future evolution and operational impact of future S&T solutions on prevention, preparedness, response, or recovery of HILF events.
- Contributions to the understanding of the interplay between (i) traditional government time horizons for investment and planning, (ii) the increasing pace of change in society and technology, and (iii) the building of national resilience against HILF events.
- Contributions to the understanding of how to educate and communicate with the public regarding risks associated with HILF events, and government planning of mitigations and response.

S&T Challenge 2: Tech ready and enabled for Disasters: Specific Technology innovations to deal with HILF Events

Proposals are sought that develop, demonstrate or pilot specific technologies from across the physical, social and information sciences to mitigate vulnerabilities and contribute to concrete preparedness for specific or categories of HILF events. Proposals are sought that involve, but are not limited to:

- Enhancing emergency preparedness within Canada for future biological risks, including and the use of technologies to detect, identify, respond and/or counter biological risks resulting from climate and anthropogenic changes;
- Enhancing preparedness and prevention capability within Canada against potential future high-impact CBRNE threats;
- Mitigating the impact on infrastructure and society from intentional or accidental disruptive technology events, for example in cyber systems and social media;
- Development of systems-level solutions that attenuate the criticality of cascading events across broad interdependent parts of society and infrastructure.

Theme B - Innovating Contactless, Virtual and Automated Operations

Governments are increasingly turning to automated processes to enable or enhance their public safety and security operations. The COVID-19 pandemic has also precipitated an increase in contactless and virtual services across public safety and security partners. Canadian governments are responsible for a broad range of operations and services impacted by the pandemic, including screening and processing operations (e.g. screening goods and people at borders or in transportation systems and public events), public safety services (e.g. policing, paramedicine, firefighting, and health care) and security operations. At the same time, governments and industry are also all facing the need to now manage and optimize the efforts of a virtual workforce. These shifts provide an opportunity to leverage the capabilities of emerging technologies and analytics to support existing operating processes or create new capabilities.

S&T Challenge 3: Protecting and connecting in a Virtual world: Innovating Contactless, Virtual and Automated Operations

Innovative S&T solutions are sought that enable or enhance government contactless, virtual or automated operations in the public safety and security sphere while preserving privacy and security. Proposals are sought that involve, but are not limited to:

- Enhancing virtual government operations centres with integrated technology solutions that support enhanced situational awareness, and timely collaboration and coordination of resources and plans;
- Enhancing operations through machine-learning, predictive algorithms, and autonomous operations;
- Contactless screening and processing operations, including for government identity documents, registration services, clearances, and screening of people and goods;
- Automated and/or anonymized database queries that enable focussing of resources and prevention while preserving privacy; and,
- Enhancing the effectiveness of a virtual workforce in the safety and security sector and exploring the next generation of virtual teamwork and training.

Theme C - Supply Chain Resilience

The COVID-19 pandemic has exposed the fragility of supply chains and how their disruption, no matter the cause, can imperil safety and security. Supply chains are complex interconnected systems that incorporate an array of components including manufacturing, resource extraction, transportation, and processing and are subject to an array of influences including global economic and workforce pressures, resource depletion, and geo-politics. Their complexity means that supply chain operations are often not fully visible or tractable, and it is difficult for governments to identify and mitigate potential risks.

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S&T Challenge 4: The Weakest Link: Bolstering supply chain resilience

Proposals are sought that enhance the understanding of supply chain complexity, interdependency and vulnerability and provide innovative S&T solutions that mitigate risks to supply chains and improve resiliency. Proposals are sought that involve, but are not limited to:

- Stress testing of specific fragilities within sector-specific supply chains;
- Technologies that simplify processing of commercial goods across international borders;
- Applications of emerging technology solutions in cyber security, distributed ledgers, homomorphic encryption, additive manufacturing, and modeling and simulation; and
- Technologies that enable transparency of data between nodes of supply chains, build trust among suppliers, and enhance the efficacy of analytical tools for detection of counterfeit, fraudulent or suspect items.

Annex C – Evaluation Criteria

The Bidder must complete the Electronic Proposal Submission Form with a degree of information sufficient to enable Canada’s assessment of the proposal against the criteria and the evaluation schema. The information provided must articulate how the proposed solution meets the criteria.

Mandatory Evaluation Criteria (MC)	
MC1 - Primary S&T Challenge	Evaluation Schema
<p>Indicate the S&T Challenge which applies to the proposed solution.</p> <p>If the proposed solution addresses more than one S&T Challenge of Annex B, the secondary S&T Challenge can be addressed in other sections of the proposal at the bidder’s discretion.</p>	<p>Pass The Bidder has indicated the S&T Challenge which applies to the proposed solution.</p> <p>Fail The Bidder has not indicated the S&T Challenge which applies to the proposed solution.</p>
MC2 - Alignment with Primary S&T Challenge	Evaluation Schema
<p>Describe the proposed solution and how its objectives address and align to the identified S&T Challenge.</p>	<p>Pass The proposal clearly articulates a solution that addresses and aligns to the Challenge.</p> <p>Fail Insufficient or no information was provided to demonstrate that the solution addresses and aligns to the Challenge.</p>

	<p>OR</p> <p>The proposed solution does not address and align to the Challenge.</p>
MC3 - Performance Period of Proposed Solution	Evaluation Schema
<p>The proposed solution demonstrates, within the Work Plan, that the combined performance period does not exceed 12 months for a study, or 36 months for all other project types.</p> <p><i>Required information to support the criterion:</i></p> <p>Show the duration of the performance period in the Work Plan.</p>	<p>Pass The proposed solution does not exceed a performance period of 36 months.</p> <p>Fail The Bidder has not indicated the performance period in the Work Plan.</p> <p>OR</p> <p>The Bidder has indicated a performance period in the Work Plan which exceeds 36 months.</p>
MC4 - Financial Support Disclosure	Evaluation Schema
<p>The proposal must disclose all financial support received (if any) and to be received (if any) from all Canadian federal government organizations and programs (including DRDC) for the proposed project.</p> <p>Bidders are advised that this criterion does not include the financial support requested as program funds from DRDC for this CFP.</p> <p><i>Required information to support the criterion:</i></p>	<p>Pass The Bidder has disclosed all required financial support.</p> <p>Fail The Bidder has not disclosed all required financial support.</p>

<p>The submission must list all financial support and identify the following information for each:</p> <ul style="list-style-type: none"> a. name of the Canadian federal government organization and program; b. the amount received, or to be received. <p>If financial support is not applicable, indicate "nil".</p>	
MCS - Partnerships	Evaluation Schema
<p>The proposal must include a minimum of two distinct organizations inclusive of a Lead Government Department (LGD). These partners must meet the requirements as set out in Part 3.1 - Who May Apply.</p> <p><i>Required information to support the criterion:</i></p> <p>Completion of the required partnership information in the Electronic Proposal Submission Form. All entities/organizations identified as partners involved in a proposal must be identified in the Form, and at a minimum, be at a level:</p> <ul style="list-style-type: none"> • of DG or higher for the federal government; or, • acceptable for a provincial, territorial, municipal government, academic institution or a private industry to authorize the financial and operational commitment of its organization for the proposal. 	<p>Pass The Bidder has identified the bidder as well as all entities/organizations identified as partners in the proposal, including an LGD.</p> <p>Fail The Bidder has not identified the bidder or all entities/organizations identified as partners in the proposal.</p> <p>OR The Bidder has not identified an LGD.</p>

Point-Rated Criteria (PRC)	
PRC1 - Feasibility and Approach of Proposed Solution	Evaluation Schema - Maximum 15 Points
<p>The bidder's approach to complete the proposed solution (how they intend to carry out and complete the work) is feasible.</p> <p><i>Required information to support the criterion:</i></p> <ul style="list-style-type: none"> a. Provide specific details of the approach; b. Demonstrate that the approach is feasible and that the project has a high probability of producing the proposed project objective(s). 	<p>0 points The description of the approach has insufficient information or lacks evidence to support the feasibility of the solution.</p> <p>5 points The evidence provided of the feasibility of the approach is weak, lacking detail, not relevant, or not logical.</p> <p>10 points The evidence provided in the proposal is relevant and logical, demonstrates that the approach is feasible and that the project has a high probability of producing the proposed project objective(s). Minor details may be missing; however, overall the information provided is clear and logical.</p> <p>15 points The evidence provided in the proposal is of sufficient quality and logic that there is no doubt for the evaluator that the project is feasible and will achieve the proposed project objective(s).</p>
PRC2 - Applicability in Canada	Evaluation Schema - Maximum 4 Points
<p>The proposed solution applies in Canada and/or can be utilized by a government organization within Canada (Federal, Provincial/Territorial, Municipal).</p>	<p>0 points The areas of Canada and the organizations in Canada are not</p>

Required information to support the criterion:

- a. Identify the geographical or jurisdictional area(s) of Canada to which the proposed solution is applicable, as well as the organization(s) in Canada (and their level of government) that would use or be impacted by the project;
- b. Explain the relationship between the government organizations in the context of the project;
- c. Demonstrate that the end result/deliverable of the project provides benefit to multiple government organizations.

identified, and/or those identified are ambiguous or not applicable.

OR

The proposal does not identify how the project can be used by a government organization in Canada.

2 points

The proposal identifies the area of Canada to which the proposed solution is applicable, as well as one appropriate government organization to which the project applies, and explains the impact on that government organization.

AND

The proposal shows why the solution is applicable in a Canadian context and the benefits of its use by the identified government organization in Canada.

4 points

The proposal identifies the area of Canada to which the proposed solution is applicable, as well as multiple government organizations in Canada that would use or be impacted by the project, and explains the relationship(s) between the government organizations in the context of the project.

AND

The proposal demonstrates that the end result/deliverable(s) of the project provides benefit to multiple government

	organizations.
PRC3 - Scientific and/or Technical Merit of the Proposal	Evaluation Schema - Maximum 15 Points
<p>The proposed solution is supported by sound and logical scientific concepts and/or technical evidence based on state-of-the-art thinking and practice within the methodological field of the Challenge.</p> <p><i>Required information to support the criterion:</i></p> <ul style="list-style-type: none"> a. Describe how the proposed solution is supported by sound and logical S&T evidence. b. Describe how the S&T concepts of the proposed solution are based on state-of-the-art thinking and practice in the relevant methodological area. c. Demonstrate how the scientific concepts and/or technical evidence support the project to maximize its success. 	<p>0 points The scientific concepts and/or technical evidence of the project were not provided.</p> <p>OR</p> <p>The proposal does not sufficiently demonstrate that the solution meets the criteria.</p> <p>5 points The proposal has provided limited information about the scientific concepts and/or technical evidence to support the solution.</p> <p>10 points Adequate information is provided and supported by valid scientific concepts and/or technical evidence. The relationship between the scientific concepts and/or technical evidence and the implementation of the project is clear. Minor details may be missing; however, overall it is clear how the S&T concepts and/or evidence support the project.</p> <p>15 points The proposal has provided clear information and is supported by valid scientific concepts and/or technical evidence, and the implementation of the project is clearly outlined. All</p>

	<p>information provided is logical and suggests a high probability of success.</p>
<p>PRC4 - Novel and Innovative Solution</p>	<p>Evaluation Schema - Maximum 15 Points</p>
<p>The implementation of the proposed solution exploits novel* and/or innovative** concepts, methodologies, tools, and/or technologies.</p> <p><i>Required information to support the criterion:</i></p> <ol style="list-style-type: none"> a. A description of existing concepts, methodologies, tools, or technologies, as well as current state-of-the-art and existing approaches to the S&T Challenge; b. Demonstration that the proposed concepts, methodologies, tools, or technologies are novel* and innovative** compared to existing solutions described in point a. above; c. Describe how the proposed solution has future potential to lead in creating new knowledge and/or technology enhancement over existing solutions. <p>*Novel: <i>An original idea.</i></p> <p>**Innovative (examples but not limited to):</p> <ul style="list-style-type: none"> • <i>A new technology or new process that is not currently available in the marketplace.</i> • <i>Advancing knowledge in social science.</i> <i>Application of existing technologies/processes that are applied in a setting or condition for which current applications are not possible or feasible.</i> • <i>An improvement to an existing technology/process that represents a significant improvement in functionality, cost or performance of goods and services that are considered state-of-the-art or the current industry best practice.</i> 	<p>0 points The proposal does not identify novel and/or innovative concepts, methodologies, tools, and/or technologies in the implementation of the project, or those identified are not logical.</p> <p>5 points The proposal provides limited information, but lacks sufficient evidence to support the novel and innovative concepts, methodologies, tools, or technologies over existing solutions.</p> <p>10 points The proposal provides adequate information describing existing concepts, methodologies, tools, or technologies and how new novel and innovative concepts, methodologies, tools or technologies will be implemented within the solution.</p> <p>15 points The proposal provides clear information to determine novel and innovative concepts, methodologies, tools, or technologies and identifies how they can be considered advanced thinking or breakthroughs with little or no previous application. The proposal details the difference and logic behind the use compared to existing concepts, methodologies, tools, or technologies.</p>

PRC5 - Impact of Proposed Solution	Maximum 15 Points
<p>The proposed solution will create a positive impact for the end user*.</p> <p>*depending on the type of project and S&T Challenge, the 'end user' may be the LGD, the user of a capability, the future conductor of S&T activities, the recipient of the knowledge or other.</p> <p><i>Required information to support the criterion:</i></p> <p>a. Describe elements of the identified end user(s)* requirements that are unaddressed in current environment;</p> <p>b. Demonstrate how the proposed solution will improve the identified end user(s)* capabilities that address these requirements, for example by providing a simpler user interface, producing novel insights by synthesizing a body of knowledge, integrating existing capabilities, employing novel user technologies, or through other means.</p>	<p>0 points The proposal does not identify the end user or their requirements, provides no information about improved user experience, or the information provided is not logical.</p> <p>5 points The proposal provides limited information about the end user and their requirements, or demonstrates a lack of understanding about end user concerns.</p> <p>OR</p> <p>The improvements to end user capabilities suggested are self-evident and minor, or not relevant to the S&T Challenge.</p> <p>10 points The proposal identifies the end user(s), and identifies deficiencies in the existing end user capabilities. Minor details may be missing; however, overall the information provided is clear and logical.</p> <p>AND</p> <p>The proposal adequately explains how implementation of the project will improve the end user capabilities. Minor details may be missing; however, overall the information provided is clear and logical.</p>

	<p>15 points The proposal clearly identifies the end user(s) and identifies critical deficiencies in the existing end user(s) capabilities.</p> <p>AND</p> <p>The proposed enhancements to end user capabilities would be a true 'game changer', and the proposal clearly explains how implementation of the project will improve the end user capabilities to this effect.</p>
PRC6 - Gender-Based Analysis Plus (GBA+) Factors	Evaluation Schema - Maximum 5 Points
<p>The proposed solution describes how GBA+ factors* have been considered in the project and resulting solution.</p> <p>*GBA+ as defined by the Treasury Board Secretariat of Canada: https://www.tbs-sct.gc.ca/hgw-cgf/oversight-surveillance/tbs-pct/gba-oacs-eng.asp. It is encouraged to also refer to the Status of Women Canada website: http://www.swc-cfc.gc.ca/gba-acs/index-en.html.</p> <p><i>Required information to support the criterion:</i></p> <ol style="list-style-type: none"> a. Select the statement below, within the Electronic Proposal Submission form, that best reflects how GBA+ and its factors have been considered and incorporated within the proposed solution. b. Substantiate the selected statement. This can include specifics on what GBA+ analysis has been conducted and the associated results to demonstrate GBA+ considerations, or what analysis is planned to demonstrate future GBA+ 	<p>0 points No GBA+ analysis was undertaken and there is no plan to do so.</p> <p>2 points No GBA+ analysis was undertaken; however, there is a plan to undertake such analysis in the continued development of the solution.</p> <p>5 points GBA+ analysis was undertaken and no GBA+ considerations were relevant at this time. or GBA+ considerations have been identified and will be incorporated into the proposed solution.</p>

<p>considerations.</p> <ul style="list-style-type: none"> • No GBA+ analysis was undertaken and there is no plan to do so. • No GBA+ analysis was undertaken; however, there is a plan to undertake such analysis in the continued development of the solution. • GBA+ analysis was undertaken and no GBA+ considerations were relevant at this time. • GBA+ considerations have been identified and incorporated into the proposed solution. 	
PRC7 - Work Plan – Milestone Breakdown	Evaluation Schema - Maximum 12 Points
<p>The proposed solution provides a completed Work Plan and Milestone breakdown. The tasks and deliverables show measurable progress, the roles of all project partners are addressed, and the work plan demonstrates completion of the project.</p> <p><i>Required information to support the criterion:</i></p> <p>For each milestone:</p> <ol style="list-style-type: none"> a. Provide overall milestone description and what will be accomplished. b. Show estimated level of effort. Articulate the specific sequential tasks that must be completed in order to accomplish the milestone. c. For each task for which travel is proposed, the travel is explained and logical. d. Identify who (LGD, partner) is responsible/doing the work for each task. 	<p>0 points A milestone breakdown is not provided.</p> <p>2 points Milestone breakdown is incomplete or unsuitable, and provides little confidence that the project can be implemented as described.</p> <p>4 points Milestone breakdown is reasonable, but contains conceptual omissions or inconsistencies.</p> <p>8 points Milestone breakdown is appropriate and provides some confidence that the project can be implemented, but some required information is not provided.</p> <p>12 points</p>

<p>e. Identify all resulting deliverables for each milestone.</p> <p>f. Articulate the specific reasons why a Go/No-Go decision should or should not be made. Should include triggers and action plans.</p>	<p>Milestone breakdown is complete and appropriate and all required information is provided.</p>
<p>PRC8 - Work Plan – Risks and Mitigation</p>	<p>Evaluation Schema - Maximum 10 Points</p>
<p>The proposal should identify risks and include a mitigation strategy for each identified risk, as set out in the Work Plan.</p> <p><i>Required information to support the criterion:</i></p> <p>a. Explain and articulate the anticipated risks, if any, for the project. Include a logical explanation, appropriately identified probability and impact, realistic and adequately articulated mitigation strategy and correlate with the proposed project.</p> <p>b. For each risk identified, show:</p> <ul style="list-style-type: none"> ○ the probability as high, medium or low; ○ the impact as high, medium or low; ○ the Risk Type*; and ○ Provide the mitigation strategy and show the steps to be taken to lessen the impact of the risk. <p>*Examples of Risk Type include but are not limited to financial, schedule, scope, technical, operational, or resources.</p> <p>If no risks are identified, an explanation as to why must be entered in the Work Plan.</p>	<p>0 points Obvious programmatic or technical risks are not identified, probability and impact are not included, or risk mitigation plans are insufficient and not logical.</p> <p>5 points Some major risks that could derail the project appear to be missing; however, as a whole, the majority of the risks and resulting mitigation plans described are appropriate, include logical explanation(s), appropriately identify probability and impact, are realistic and adequately articulate a mitigation strategy and correlate with the proposed project.</p> <p>10 points All reasonable major technical and programmatic risks are included, risks and resulting mitigation plans are fully and realistically described.</p>

PRC9 – Financial Proposal	Evaluation Schema - Maximum 12 Points
<p>The proposal should provide a Financial Proposal Breakdown that is commensurate with the work proposed.</p> <p><i>Required information to support the criterion:</i></p> <ul style="list-style-type: none"> a. Demonstrate that the Financial Proposal is realistic for the technical approach and aligns with the milestone breakdown proposed within the Work Plan. b. When applicable, the travel costs are captured and correspond to the work. c. The cost estimate includes the Total (project) amount of costs for each of: <ul style="list-style-type: none"> I. Canada’s contribution (DRDC Requested Funds); and, II. Co-investment contribution(s) (In Kind and Cash) of all project partners. 	<p>0 points Information is missing and/or there are many errors in calculation and/or the costs do not appear to relate to or adequately represent the work.</p> <p>6 points Costs somewhat appear to relate to and adequately represent the work. Some minor items appear to be missing but overall the costing is completed.</p> <p>12 points All requested information is provided and the cost estimate is realistic and aligns to the technical approach and milestone breakdown proposed. The relation to the work is clear.</p>
PRC10 - Project Management (PM) Plan - Project Team	Evaluation Schema - Maximum 12 Points
<p>The proposal should provide the combined experience and qualifications of the proposed project team* in order to demonstrate their ability to manage and complete the project.</p> <p>*Project team = project manager (or Principal Investigator for Studies) and all key project team members, including the LGD.</p> <p><i>Required information to support the criterion:</i></p> <ul style="list-style-type: none"> a. Demonstrate that the combined experience of the project team* is commensurate with both the complexity of the proposed project and the 	<p>0 points Information on the project team is not provided, or the combined team is not suitable for the project.</p> <p>6 points The project team does not include suitable project management experience, in terms of PM training, several projects of similar length, complexity and cost.</p> <p>OR</p> <p>The project team does not include suitably qualified technical</p>

<p>funding amount requested to manage the project;</p> <p>b. Demonstrate that the combined experience of the project team* is sufficient to undertake the scientific and/or technical elements required by the proposed project.</p>	<p>team members for each of the technical areas to be addressed in the project and suitably operationally experienced team members concerning the operational requirements of the project.</p> <p>12 points The project team includes project manager(s) with appropriate training and project experience, technical team members with experience in all relevant technical fields and member(s) with appropriate operational experience.</p>
<p>PRC11 - Transition/Exploitation Plan</p>	<p>Evaluation Schema - Maximum 16 Points</p>
<p>The proposal includes a plan to transition and/or exploit the knowledge, science or technology that is developed through the proposed project.</p> <p><i>Required information to support the criterion:</i></p>	<p><i>Overall maximum of 16 points.</i></p>
<p>a. Describe the ultimate project result (desired final outcome), including the product (or knowledge), technology, device, method, process, systems, etc., that are expected to result from this project.</p>	<p>0 points No or very little information provided.</p> <p>OR</p> <p>The majority of information provided is not logical.</p> <p>2 points All of the aspects are described; however, some of the information appears to be lacking minor detail, and/or some of the logic is lacking.</p> <p>4 points</p>

	All aspects are adequately described and are logical.
<p>b. Describe the steps that are beyond the scope of the proposal (the transition, exploitation and/or dissemination plan; for example, user validation trials, regulatory approvals, ongoing maintenance and licensing renewal, additional research, technology exploitation and/or commercialization).</p>	<p>0 points No or very little information provided.</p> <p>OR</p> <p>The majority of information provided is not logical.</p> <p>2 points All of the aspects are described; however, some of the information appears to be lacking minor detail, and/or some of the logic is lacking.</p> <p>4 points All aspects are adequately described and are logical.</p>
<p>c. Financing the next steps including how additional research, technology exploitation and/or commercialization are to be financed. This may include the intent to form strategic partnerships or alliances with other stakeholders. In addition, the bidder may provide support letters from stakeholders, who are not named project partners, indicating their interest in the work. Support letters from named project partners will not be considered.</p>	<p>0 points No or very little information provided.</p> <p>OR</p> <p>The majority of information provided is not logical.</p> <p>2 points All of the aspects are described; however, some of the information appears to be lacking minor detail, and/or some of the logic is lacking.</p>

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	<p>4 points All aspects are adequately described and are logical.</p>
<p>d. Describe the information on the IP dependencies, as well as the disposition and management on foreground intellectual property.</p>	<p>0 points No or very little information provided.</p> <p>OR</p> <p>The majority of information provided is not logical.</p> <p>2 points All of the aspects are described; however, some of the information appears to be lacking minor detail, and/or some of the logic is lacking.</p> <p>4 points All aspects are adequately described and are logical.</p>

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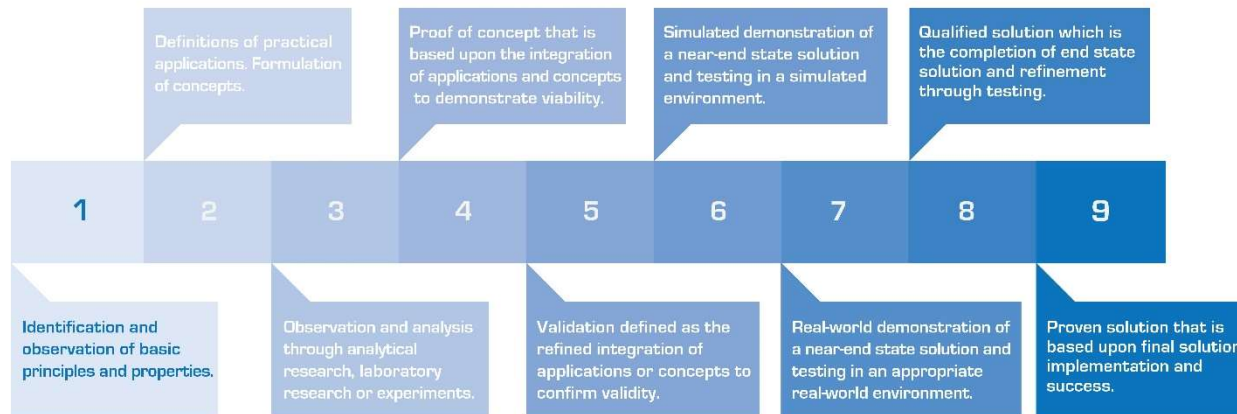
Point-rated Criteria – Scoring Breakdown

Consensus Score	
Point Rated Criteria	Score
PRC-1 Project Feasibility	/15
PRC-2 Applicability in Canada	/4
PRC-3 Scientific and/or Technical Merit of the Proposal	/15
PRC-4 Novel and Innovative	/15
PRC-5 Project Impact	/15
PRC-6 Gender-Based Analysis Plus (GBA+) Factors	/5
PRC-7 Work Plan – Milestone Breakdown	/12
PRC-8 Work Plan – Risks and Mitigation	/10
PRC-9 Work Plan – Cost Estimate	/12
PRC-10 Project Management (PM) Plan Project Team	/12
PRC-11 Transition/Exploitation Plan	/16
TOTAL POINTS (minimal pass score required = 85)	/131

Annex D – Solution Readiness Levels

The SRLs are indicated below:

SOLUTION READINESS LEVEL



1. Identification and observation of basic principles and properties.
2. Definitions of practical applications. Formulation of concepts.
3. Observation and analysis through analytical research, laboratory research or experiments.
4. Proof of concept that is based upon the integration of applications and concepts to demonstrate viability.
5. Validation defined as the refined integration of applications or concepts to confirm validity.

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6. Simulated demonstration of a near-end state solution and testing in a simulated environment.
7. Real-world demonstration of a near-end state solution and testing in an appropriate real-world environment.
8. Qualified solution which is the completion of end state solution and refinement through testing.
9. Proven solution that is based upon final solution implementation and success.

Annex E – Co-Investment Information

There are two types of co-investment contributions, as detailed below.

- 1) **Cash Contributions:** Partners (LGD, bidder and other project stakeholders) are strongly encouraged to demonstrate their direct support for the project (defined in the proposal) with cash contributions. Cash contributions are project expenses paid for directly by a partner organization for goods or services acquired solely for activities related to the project. Two examples include:
 - a) partner organization funds that will be used to purchase new equipment or software that no partner had at the time of project initiation; and,
 - b) services of a resource that will work on the project that were not engaged by a partner prior to the initiation of the project.

In the event cash contributions result in the procurement of tangible, non-consumable assets (equipment, instruments, hardware, etc.), ownership of materiel must be clearly articulated in the proposal submission. Upon completion of the project, the entity with materiel ownership is responsible for physically retrieving the assets or transferring as required.

- 2) **In kind Contributions:** In kind contributions are direct costs to the project that are considered essential to project execution. They are most often in the form of cash equivalent goods or services that are pre-existing within a partner's inventory at the initiation of the project. For example, the salary of a full time employee, use of equipment, licences and/or laboratory space all qualify as in kind contributions to the project. Contributions will only be taken into consideration if they are from participating partners. Upon completion of the project, the entity with materiel ownership is responsible for physically retrieving the assets or transferring as required.

Partners may solicit financial support from other federal programs as a contribution to the project. Such contributions must respect the limitations imposed – if any – by the partner organizations (for example, stacking provisions associated with some federal programs) and must be clearly articulated in the proposal.

If a proposal is selected for funding, co-investment contribution information must be supported by detailed calculations, explaining all proposed inputs and valuations at the contract negotiation stage.

Table I – 1: In Kind Contributions

In Kind Category	Acceptable	Unacceptable
Access to Databases	- Incremental costs of access	- Cost of developing a database and collecting data
Analytical and Other Services	- Internal rates or incremental cost of providing service	- Commercial rates
Equipment	- Donated (used) - fair-market value - company book value - price for internal transfers - Donated (new) - selling price to most favoured customer (if stock item) - cost of manufacture (if one of a kind) - Loaned - rental equivalent based on depreciation - rental equivalent to highest-volume rate	-List price or discounted list price - Rentals exceeding the acceptable values had the rental equipment been donated or sold - Development costs
Faculty Remuneration	- Payment to the university/college for release time from teaching duties	- Payments as consulting fees or honoraria (additional to normal salary)
Materiels	- Unit cost of production for commercial products - Selling price to most favoured customer - Price for internal transfers - Cost of production of prototypes and samples	- Development costs
Patents and Licences	- Licences acquired from third parties for use by the project	- Fees related to applying for and maintaining patents - Licensing fees
Salaries	- Actual salary cost (including benefits)	- External charge-out or consultant rates - Salary and costs of administrative support staff - Salary and costs of management activities not directly related to scientific and technical contributions to the project
Software	- Cost of training and support for software required - Most-favoured-customer cost for one licence per software package - Cost of equivalent commercial product (where donated software is not commercially available)	- Development costs

Travel	Justified in Work Plan and compliant with the National Joint Council's Travel Directive (https://www.canada.ca/en/treasury-board-secretariat/services/travel-relocation/travel-government-business.html) - Travel costs to meet with project stakeholders	- Conference travel
Use of Facilities	- Internal rates for logistical support, food and lodging for project personnel working on stakeholder premises or on field work - Internal rates for use of specialized equipment by project personnel or use of process or production lines - Internal rates for value of lost production resulting from downtime	- Space for stakeholder activities outside the scope of the specific proposal - Equivalent commercial rates

Annex F – Funding flow chart for resulting Contract(s)/Memorandum of Agreement(s)

Type	Bidder	LGD	1 st a. flow of funding: from DRDC to LGD	1 st b. flow of funding: from DRDC to any other federal department partner(s) (if applicable)	2 nd a. flow of funding: from LGD to bidder	3 rd a. flow of funding: from bidder to other project partners (private, P/T/M) (if applicable)	Key takeaways
Private							
1.	Private	Federal	DRDC will send funding to the LGD by an interdepartmental settlement (IS).	DRDC will send funding to any other federal department partner(s) by an IS.	The LGD will send funding to the bidder by a contract. PWGSC will set up the contract on behalf of the LGD.	The bidder will send funding to all other non-federal partners using their own internal processes.	The LGD will need to create a 9200 and send to PWGSC so the contract can be created. The LGD will be the TA on the contract. PWGSC nor DRDC is involved in the 3 rd flow of funding.
2.	Private	Provincial / Territorial / Municipal (P/T/M)	DRDC will send funding to the LGD by a MOA. PWGSC will set up the MOA on behalf of DRDC.	DRDC will send funding to any other federal department partner(s) by an IS.	The LGD will send funding to the bidder by their own internal process.	None – this will be handled by the LGD	The MOA will use similar terms, conditions and layout, as a contract, in principle, but be non-legally binding. DRDC will be the TA on resulting MOA and have to send PWGSC a 9200 to set up the MOA. Neither PWGSC nor DRDC is involved in the 3 rd flow of funding.

Federal							
3	Federal	Federal	DRDC will send funding to the LGD by an IS.	DRDC will send funding to any other federal department partner(s) by an IS.	The LGD will send funding to the bidder by an IS.	The bidder will send funding to all other non-federal partners by their own internal processes (if the bidder has the ability) or by contract/MOA that PWGSC will set up on behalf of the LGD.	PWGSC is only involved if there are non-federal government departments or private partners that are requesting funding/doing work on the project and the bidders (federal government department) cannot transfer funding directly themselves.
4	Federal	P/T/M	DRDC will send funding to the LGD by a MOA. PWGSC will set up the MOA on behalf of DRDC.	DRDC will send funding to any other federal department partner(s) by an IS.	DRDC will send funding to the bidder by an IS. A transfer from the non-federal LGD to a federal department is not possible.	The LGD will send funding to all other non-federal partners by their own internal processes.	Funding cannot flow from a non-federal government department to a federal government department. PWGSC nor DRDC is involved on the 3 rd flow of funding.

Provincial/Territorial/Municipal							
5	P/T/M	Federal	DRDC will send funding to the LGD by an IS.	DRDC will send funding to any other federal department partner(s) by an IS.	The LGD will send funding to the bidder by a MOA. PWGSC will set up the MOA on behalf of the LGD.	The bidder will send funding to all other non-federal partners by their own internal processes.	The MOA will use the same terms, conditions and layout as a contract, in principle, but be non-legally binding. The LGD will be the TA on resulting MOA and have to send PWGSC a 9200 to set up the MOA. PWGSC nor DRDC is involved on the 3 rd flow of funding.
6	P/T/M	P/T/M	DRDC will send funding to the LGD by a MOA.	DRDC will send funding to any other federal department partner(s) by an IS.	The LGD will send funding to the bidder by their own internal processes.	The bidder will send funding to all other non-federal partners by their own internal processes.	The MOA will use the same terms, conditions and layout as a contract, in principle, but be non-legally binding. DRDC will be the TA on resulting MOA and have to send PWGSC a 9200 to set up the MOA. PWGSC nor DRDC is involved on the 3 rd flow of funding.

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Annex G – Statement of Work Example

***Please refer to attachment on the main Buy and Sell page for this solicitation.**

Attached is the SOW template that all selected bidders will complete, in collaboration with the LGD, DRDC, and other project partners during the contract negotiation stage. It will form part of the resulting contract/MOA and contain milestone breakdowns and other information extracted directly from the proposal.

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Annex H – Cost Breakdown Example

***Please refer to attachment on the main Buy and Sell page for this solicitation.**

Attached is the Milestone Cost Breakdown template that all selected bidders will complete, in collaboration with the LGD (Stream A only), DRDC, and other project partners during the contract negotiation stage. This is the required level of granularity required for PWGSC to determine that the proposed prices are fair and reasonable (funding being requested from Canada).