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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

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

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

### **1.2 Summary**

Health Canada is seeking to investigate whether exposure to ambient air pollution, specially PM2.5 as a mixture, may exacerbate the risk for long-term morbidity and mortality among residents in Canada who were previously diagnosed with COVID-19. Evidence about the intersection between air pollution and post-COVID morbidity and mortality will support Health Canada's epidemiological analyses and health impact assessment activities.

The period of contract is from the date of contract award to March 31, 2025 plus one (1) additional one (1) year option period. The work to be performed as per the Annex "A" Statement of Work.

### **1.3 Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The [2003](#) (2023-06-08) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

[2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

#### **a) Technical Difficulties of Bid Transmission**

Despite anything to the contrary in (05), (06) or (08) of the Standard Instructions, where a Bidder has commenced transmission of its bid through an electronic submission method (such as facsimile or Canada Post Corporation's (CPC) Connect service, or other online service) in advance of the bid solicitation closing date and time, but due to technical difficulties, Canada was unable to receive or decode the entirety of the Bid by the deadline, Canada may nonetheless accept the entirety of the Bid received after the bid solicitation closing date and time, provided that the Bidder can demonstrate the following:

(i) The bidder contacted Canada in advance of the bid solicitation closing date and time to attempt to resolve its technical difficulties; OR

(ii) The electronic properties of the Bid documentation clearly indicate that all components of the Bid were prepared in advance of the bid solicitation closing date and time.

#### **b) Completeness of the Bid**

After the closing date and time of this bid solicitation, Canada will examine the Bid to determine completeness. The review for completeness will be limited to identifying whether any information submitted as part of the bid can be accessed, opened, and/or decoded. This review does not constitute an evaluation of the content, will not assess whether the Bid meets any standard or is responsive to all solicitation requirements, but will be solely limited to assessing completeness. Canada will provide the Bidder with the opportunity to submit information found to be missing or incomplete in this review within two business days of notice.

Specifically, the bid will be reviewed and deemed to be complete when the following elements have been submitted by the bidder:

1. That certifications and securities required at bid closing are included.
2. That bids are properly signed, that the bidder is properly identified.
3. Acceptance of the terms and conditions of the bid solicitation and resulting contract.
4. That all documents created prior to bid closing but due to technical difficulties Canada was unable to receive them, have been properly submitted and received by Canada.

5. All certifications, declarations and proofs created prior to bid closing but due to technical difficulties Canada was unable to receive them, have been properly submitted and received by Canada.

## 2.2 Submission of Bids

Bids must be submitted only to [wesley.phillips@hc-sc.gc.ca](mailto:wesley.phillips@hc-sc.gc.ca) by the date, time and place indicated on page 1 of the bid solicitation.

## 2.3 Former Public Servant

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 time frame 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 former public servant may be:

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

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

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

### Former Public Servant in Receipt of a Pension

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

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant 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: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

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

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

### 2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **seven (7)** calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

### 2.5 Applicable Laws

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

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

### 2.6 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
  - Office of the Procurement Ombudsman (OPO)
  - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

3.1.1 The bid must be separated as follows:

Section I: Technical Bid: One electronic copy by email;  
Section II: Financial Bid: One electronic copy by email;  
Section III: Certifications: One electronic copy by email.

Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted.

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

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

(a) use a numbering system that corresponds to the bid solicitation.

#### **Section I: Technical Bid**

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

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

#### **Section II: Financial Bid**

Bidders must submit their financial bid in Canadian funds and in accordance with the pricing schedule detailed in Attachment 1 to Part 3 - Pricing Schedule.

#### **Section III: Certifications**

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

**ATTACHMENT 1 to PART 3, PRICING SCHEDULE**

The Bidder must complete this pricing schedule and include it in its financial bid once completed.

<b>Initial Period: Contract Award date to March 31, 2024</b>		
<b>Milestone</b>	<b>Description of Deliverables and Associated Milestones</b>	<b>Firm Price</b>
1	Perform data linkage and create cohort	\$ _____
2	Examine the relationships between the total mass of PM2.5, NO2, and O3 and mortality and emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular causes among residents in Ontario who were previously diagnosed with COVID-19	\$ _____
<b>Sub-Total Initial Period (taxes excluded):</b>		\$ _____
<b>Option Period 1: April 1, 2024 date to March 31, 2025</b>		
1	Examine the relationships between short-term exposure to total mass of PM2.5, NO2, and O3 on emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular cause among residents in Ontario who were previously diagnosed with COVID-19	\$ _____
2	Examine the relationships between short-term exposure to total mass of PM2.5, NO2, and O3 on emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular cause among residents in Ontario who were previously diagnosed with COVID-19	\$ _____
<b>Sub-Total Optional Period 1 (taxes excluded):</b>		\$ _____
<b>Evaluated Price (sum of: Initial Period + Optional Period 1) (taxes excluded):</b>		\$ _____
<b>Applicable Taxes (13% HST):</b>		\$ _____

Total value of Contract is \$ \_\_\_\_\_ , plus HST amount of \$ \_\_\_\_\_ , for a total of \$ \_\_\_\_\_ .

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.2. Technical Criteria**

Mandatory and point rated technical evaluation criteria are included in in Attachment 1 to Part 4

#### **4.1.2 Financial Evaluation**

The evaluated price of a bid will be determined in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3.

SACC *Manual* Clause [A0220T](#) (2014-06-26), Evaluation of Price-Bid

### **4.2 Basis of Selection**

#### **4.2.1 Highest Combined Rating of Technical Merit (60%) and Price (40%)**

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and
  - b. meet all mandatory criteria; and
  - c. obtain the required minimum of **34 points** overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 60 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be **60%** for the technical merit and **40%** for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of **60%**.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of **40%**.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

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

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

## ATTACHMENT 1 TO PART 4, TECHNICAL CRITERIA

The Bidder must provide the necessary documentation to support compliance with these requirements.

- a. The Bidder is advised that only listing experience without providing any supporting data to describe where and how such experience was obtained will not constitute “demonstrated” for the purpose of the evaluation.
- b. The Bidder must clearly demonstrate in the proposal how the experience was gained or knowledge was attained, supported by résumés and any necessary supporting documentation.
- c. The Bidder must provide complete details as to where, when and how (through which activities/responsibilities) the stated qualifications/experience were obtained. In order to demonstrate when experience was obtained, the bidder must indicate the duration of such experience, specifying the start and end dates (month and year at a minimum). For experience requirements where a minimum duration of time is required to be demonstrated (e.g. “*must have a minimum of eight (8) cumulative years of audit experience...*”), in the case where the timelines of two or more projects or experience overlap, the duration of time common to each project/experience will not be counted more than once.
- d. It is recommended that the Bidder include a grid in their proposals, cross-referencing statements of compliance with the supporting data and résumé evidence contained in their proposals. Note: the compliance grid, by and of itself, DOES NOT constitute demonstrated evidence. As stated in b. above, the résumés and supporting documentation will be accepted as evidence.

Bidders should provide any required references in the Technical Proposal of their bid.

The references provided by the Bidders are subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to validate the references before award of a contract. The bid will be declared non-responsive if any references given by the Bidder are untrue, whether made knowingly or unknowingly. Failure to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

### **Mandatory Technical Criteria**

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

Criteria	Requirement	Comments/Reference in Bidder's Proposal
<b>M1</b>	<p>The bidder must demonstrate that the proposed project leader has an MD (or a Ph.D with specialization in public health and/or preventive medicine), from a recognized** university.</p> <p>The bidder must demonstrate this by providing a copy of the proposed resources diploma.</p> <p>Canada reserves the right to contact client references to validate experience and deliverable quality.</p> <p><b>**Note: The list of recognized educational institutions can be found under the Canadian Information Centre for International Credentials web site: <a href="http://www.cicic.ca/2/home.canada">http://www.cicic.ca/2/home.canada</a>.</b></p>	

<p><b>M2</b></p>	<p>The bidder must demonstrate that the proposed project leader has access to Ontario's province-wide health administrative databases held at the Institute for Clinical Evaluative Sciences (ICES), by providing a link or printable pdf document of <b>one (1)</b> published peer-reviewed scientific journal paper that used the ICES databases <b>in the last year</b>, from bid closing date.</p> <p>The proposed project leader must be the primary or the senior author in this provided article.</p> <p><b>Canada reserves the right to contact client references to validate experience and deliverable quality.</b></p>	
<p><b>M3</b></p>	<p>The bidder must demonstrate that the proposed project leader has experience in applying both the component-adjusted approach (Chen et al. 2020) and the causal g-computation approach, to study chronic air pollution effects among Canadian adults in the time-to-event analysis setting within the past <b>five (5) years</b>, from bid closing date, by providing <b>two (2)</b> published science papers from a peer-reviewed journal.</p> <p>Each paper must demonstrate the use of one of the two approaches. Both approaches must be demonstrated.</p> <p><b>Canada reserves the right to contact client references to validate experience and deliverable quality.</b></p>	
<p><b>M4</b></p>	<p>The bidder must demonstrate that the proposed project leader has experience in conducting epidemiological research in selected infectious diseases (<i>i.e.</i>, COVID-19 and influenza infection), within the past <b>five (5) years</b>, from bid closing date, by providing a link or printable pdf document of <b>two (2)</b> published science papers from a peer-reviewed journal.</p> <p><b>Canada reserves the right to contact client references to validate experience and deliverable quality.</b></p>	
<p><b>M5</b></p>	<p>The bidder must demonstrate the proposed project leader has experience in conducting epidemiological analysis to link chronic exposure to ambient air pollution to COVID-19 hospitalization and mortality outcomes in Ontario using the ICES databases, by providing a link or printable pdf document of <b>one (1)</b> published science paper from a peer-reviewed journal.</p> <p><b>Canada reserves the right to contact client references to validate experience and deliverable quality.</b></p>	

## **Point Rated Technical Criteria**

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in accordance with the evaluation criteria described below.

Bids which fail to obtain the required minimum number of points specified will be declared non-responsive. Each point rated technical criterion should be addressed separately.

Technical proposals will be assessed separately against the evaluation criteria identified below. Point rated criteria not addressed in the bid will result in a score of zero being assigned against that particular criterion. Bidders are requested to write beside each of the criteria the relevant page number(s) from your proposal which addresses the requirement identified in the criteria.

<b>Criteria</b>	<b>Point-Rated Criteria</b>	<b>Max Points</b>	<b>Min Points Required</b>	<b>Comments/Reference in Bidder's Proposal</b>
<b>R1</b>	<p>The bidder should indicate the number of <b>peer-reviewed publications</b>, for which the bidder's proposed project leader was listed as an author, which dealt with <b>conducting epidemiological research in the area of infectious diseases in Ontario</b>.</p> <p>The bidder must demonstrate this by providing the name and date of the publications and the title of articles.</p> <p style="text-align: center;"><b><u>Scoring Grid</u></b></p> <p>Two (2) points for each cited publication, up to a maximum of 10 points. Failure to achieve the minimum score will result in a score of Zero (0).</p>	10	6	
<b>R2</b>	<p>The bidder should indicate the number of <b>peer-reviewed publications</b>, for which the bidder's proposed project leader was listed as an author, which dealt with <b>conducting epidemiological research in relation to COVID-19 in Ontario</b>.</p> <p>The bidder must demonstrate this by providing the name and date of the publications and the title of articles.</p> <p style="text-align: center;"><b><u>Scoring Grid</u></b></p> <p>Two (2) points for each cited publication, up to a maximum of 10 points. Failure to achieve the minimum score will result in a score of Zero (0).</p>	10	6	
<b>R 3</b>	<p>The bidder should indicate the number of <b>peer-reviewed publications</b>, for which the bidder's proposed project leader was listed as</p>	10	6	

	<p>an author, which dealt with <b>conducting epidemiological research using Ontario's province-wide health administrative databases.</b></p> <p>The bidder must demonstrate this by providing the name and date of the publications and the title of articles.</p> <p style="text-align: center;"><b><u>Scoring Grid</u></b></p> <p>Two (2) points for each cited publication, up to a maximum of 10 points. Failure to achieve the minimum score will result in a score of Zero (0).</p>			
<b>R 4</b>	<p>The bidder should indicate the number of <b>peer-reviewed publications</b>, for which the bidder's proposed project leader was listed as an author, which dealt with <b>linking air pollution data to Ontario's health administrative databases.</b></p> <p>The bidder must demonstrate this by providing the name and date of the publications and the title of articles.</p> <p style="text-align: center;"><b><u>Scoring Grid</u></b></p> <p>Five (5) points for each cited publication, up to a maximum of 10 points. Failure to achieve the minimum score will result in a score of Zero (0).</p>	10	5	
<b>R 5</b>	<p>The bidder should indicate the number of <b>peer-reviewed publications</b>, for which the bidder's proposed project leader was listed as an author, which dealt with <b>linking long-term exposure to air pollution to COVID-19 health outcomes using Ontario's health administrative databases.</b></p> <p>The bidder must demonstrate this by providing the name and date of the publications and the title of articles.</p> <p style="text-align: center;"><b><u>Scoring Grid</u></b></p> <p>Five (5) points for each cited publication, up to a maximum of 10 points. Failure to achieve the minimum score will result in a score of Zero (0).</p>	10	5	
<b>R6</b>	<p>The bidder should indicate the number of <b>peer-reviewed publications</b>, for which the bidder's proposed project leader was listed as</p>	10	6	

	<p>an author, which dealt with <b>long-term exposure to air pollution and the development of cardiovascular or respiratory diseases in adults using Ontario's health administrative databases.</b></p> <p>The bidder must demonstrate this by providing the name and date of the publications and the title of articles.</p> <p style="text-align: center;"><b><u>Scoring Grid</u></b></p> <p>Two (2) points for each cited publication, up to a maximum of 10 points. Failure to achieve the minimum score will result in a score of Zero (0).</p>			
<b>Total Points</b>		60	34	

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

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

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

### **5.1 Certifications and Additional Information Required with the Bid**

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

In accordance with the [Integrity Provisions of the Standard Instructions](#), all bidders must provide with their bid, if applicable, the Integrity declaration form available on the Forms for the Integrity Regime website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### **5.2 Certifications and Information Required Precedent to Contract Award**

The required certifications and additional information below should be submitted with the bid but may be submitted afterwards. If the required certifications and additional information are not submitted with the bid, the Contracting Authority will inform the Bidder of a time frame within which they must be submitted by the Bidder. Failure to provide the required certifications and additional information within the time frame specified will render the bid non-responsive.

#### **5.2.1 Integrity Provisions – Required Documentation**

In accordance with the [Integrity Provisions of the Standard Instructions](#), all bidders must provide with their bid, if applicable, the Integrity declaration form available on the Forms for the Integrity Regime website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

#### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available 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/federal-contractor-program.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.

### **5.3 Additional Information Precedent to Contract Award**

#### **5.3.1 Status and Availability of Resources**

*SACC Manual* clause [A3005T](#) (2010-08-16) Status and Availability of Resources

### **5.3.2 Education and Experience**

*SACC Manual* clause [A3010T](#) (2010-08-16) Education and Experience

## **PART 6 - SECURITY REQUIREMENTS**

### **6.1 Security Requirements**

1. There are no security requirements associated with this procurement.

## **PART 7 - RESULTING CONTRACT CLAUSES**

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

### **7.1 Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

### **7.2 Standard Clauses and Conditions**

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual \(https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual\)](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

#### **7.2.1 General Conditions**

[2035](#) (2022-12-01), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

### **7.3 Security Requirements**

There are no security requirements associated with this procurement.

### **7.4 Term of Contract**

#### **7.4.1 Period of the Contract**

The Work is to be performed from the Date of Contract Award to March 31<sup>st</sup>, 2024.

#### **7.4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to **one (1) additional one (1) year** period under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least **five (5) calendar days** before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

### **7.5 Authorities**

#### **7.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Wesley Phillips  
A/Team Lead, PMAMD

Health Canada  
Chief Financial Officers Branch  
Financial Operations Directorate  
200 Eglantine Driveway  
Ottawa, Ontario  
Canada, K1A 0K9

P: 613-941-2067  
e: [wesley.phillips@hc-sc.gc.ca](mailto:wesley.phillips@hc-sc.gc.ca)

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

### **7.5.2 Project Authority**

The Project Authority for the Contract is:

*(To be inserted at contract award)*

Name:

Title:

Organization:

Telephone:

E-mail address:

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

### **7.5.3 Contractor's Representative**

*(To be inserted at contract award)*

Name:

Title:

Organization:

Telephone:

E-mail address:

## **7.6 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: 2012-2 of the Treasury Board Secretariat of Canada.

## **7.7 Payment**

### **7.7.1 Basis of Payment – Firm Price**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex B for a cost of \$ *(To be inserted at contract award)*. Customs duties are included and Applicable Taxes are extra.

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

## **7.8 Method of Payment**

### 7.8.1 Milestones Payments

SACC Manual clause **H3010C** (2016-01-28) Milestone Payments, Not subject to holdback

### 7.9 Invoicing Instructions

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

Each claim must show:

- a. all information required on form **PWGSC-TPSGC 1111**;
  - b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
  - c. the description and value of the milestone claimed as detailed in the Contract.
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 one original and two (2) copies of the claim on form **PWGSC-TPSGC 1111**, and forward it to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

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

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

### 7.10 Certifications and Additional Information

#### 7.10.1 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.

### 7.11 Applicable Laws

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

### 7.12 Priority of Documents

If there is a discrepancy between the wordings 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 general conditions **2035** (2022-12-01), General Conditions - Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment; and
- (e) the Contractor's bid dated *(To be inserted at contract award)*

### **7.13 Insurance**

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

### **7.14 Dispute Resolution**

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "Dispute Resolution".

## ANNEX "A"

### STATEMENT OF WORK

#### 1. TITLE

Air pollution and long-term health outcomes after COVID-19

#### 2. SCOPE

##### 2.1. Introduction

Health Canada is seeking to investigate whether exposure to ambient air pollution, specially PM<sub>2.5</sub> as a mixture, may exacerbate the risk for long-term morbidity and mortality among residents in Canada who were previously diagnosed with COVID-19. Evidence about the intersection between air pollution and post-COVID morbidity and mortality will support Health Canada's epidemiological analyses and health impact assessment activities.

##### 2.2. Objectives of the Requirement

This contract seeks to accomplish the objective as follows:

To examine whether exposure to ambient air pollution, especially PM<sub>2.5</sub> as a mixture, may contribute to long-term morbidity and mortality among residents in Ontario who were previously diagnosed with COVID-19

##### 2.3. Background and Specific Scope of the Requirement

As research continues to shed light on the negative impacts of air pollution on human health, interest has grown regarding identifying and assessing health risks in vulnerable people. This is especially relevant in the context of the COVID-19 pandemic that has affected millions of residents in Canada. Over the last three years, a large number of ecological studies and several individual-level studies have related air pollution, especially PM<sub>2.5</sub>, to COVID-19 hospitalizations and deaths. This is in line with compelling evidence linking air pollution to the development and exacerbation of cardiovascular, respiratory, and other chronic conditions, many of which were found to play an important role in inflicting poor outcomes after COVID-19. Air pollution is also known to lead to sustained oxidative stress and inflammation of the lungs, which can, in turn, augment susceptibility to respiratory infectivity, impair early immune responses, and exacerbate comorbidities in those with COVID-19. The converging lines of evidence suggests that air pollution is capable of increasing transmission, host susceptibility, and severity after COVID-19. To date, all previous studies of air pollution and COVID-19 have focused on outcomes that occurred shortly after the initial COVID-19 infection, but to what extent air pollution may also affect the longer-term health outcomes of people after COVID-19 is unknown. To achieve this, there is a need to investigate whether exposure to ambient air pollution, especially PM<sub>2.5</sub> as a mixture, may contribute to long-term cardiorespiratory morbidity and mortality among residents in Canada who were previously diagnosed with COVID-19.

Multipollutant CanCHEC Study, a study funded by Health Canada, aims to provide powerful guidance to enable optimal strategies to reduce the burden of air pollution in Canada. A key objective of Multipollutant CanCHEC Study is to conduct research on air pollution exposure and effects to protect vulnerable populations by taking into account air pollution as a mixture. A special interest is the joint changes in the mass and the composition of PM<sub>2.5</sub>. PM<sub>2.5</sub> has major public health and economic consequences, but considerable uncertainty exists concerning which actions can be taken to reduce its effects. Despite mounting interest in identifying and assessing health risks in vulnerable people, few epidemiological studies have been conducted to directly evaluate individuals who were previously diagnosed with COVID-19 and air pollution as a mixture. Multipollutant CanCHEC Study aims to fill important gaps in air health research and policy formation.

Previously, Health Canada funded a large population-based cohort study consisting of all people with confirmed SARS-CoV-2 infection, aged 20 years and older and not residing in a long-term care facility in Ontario, Canada, during 2020. That study evaluated the association between long-term exposure to fine particulate matter (PM<sub>2.5</sub>), nitrogen dioxide (NO<sub>2</sub>) and ground-level ozone (O<sub>3</sub>), and risk of COVID-19-related hospital admission, intensive care unit (ICU) admission and death (Chen et al. 2022a). To construct the large cohort with individual-level information on COVID-19 diagnosis and related outcomes, Ontario's health administrative databases held at ICES, Toronto was used. Combining data on health care access and pre-existing conditions of individuals, hospital discharge abstracts, and physician service claims with high-resolution exposure surfaces of PM<sub>2.5</sub>, NO<sub>2</sub>, and O<sub>3</sub>, this study found positive associations between these pollutants, particularly O<sub>3</sub>, and hospital admission after SARS-CoV-2 infection in Ontario. This study demonstrates that higher chronic exposure to air pollution may contribute to severe outcomes shortly after SARS-CoV-2 infection among Canadians.

It will be necessary for the Contractor to assemble a large Ontario cohort of individuals who were previously diagnosed with COVID-19 linked with high-resolution exposure surfaces of PM<sub>2.5</sub>, NO<sub>2</sub>, and O<sub>3</sub> as described above. Of particular interest, the Contractor will be required to model multiple exposures simultaneously by applying the published component-adjusted approach (Chen et al. 2020) or the causal g-computation approach (Chen et al. 2022b) (see below the references). In addition, the Contractor will be required to make use of high-resolution exposure surfaces of total mass and major components of PM<sub>2.5</sub> that were developed using the scientifically credible methods and of high quality compatible with the following papers:

- van Donkelaar A, Martin RV, Li C, Burnett RT. Regional Estimates of Chemical Composition of Fine Particulate Matter Using a Combined Geoscience-Statistical Method with Information from Satellites, Models, and Monitors. *Environ Sci Technol*. 2019 Mar 5;53(5):2595-2611. doi: 10.1021/acs.est.8b06392. Epub 2019 Feb 12. PMID: 30698001.
- Meng J, Martin RV, Li C, van Donkelaar A, Tzompa-Sosa ZA, Yue X, Xu JW, Weagle CL, Burnett RT. Source Contributions to Ambient Fine Particulate Matter for Canada. *Environ Sci Technol*. 2019 Sep 3;53(17):10269-10278. doi: 10.1021/acs.est.9b02461. Epub 2019 Aug 21. PMID: 31386807.
- Chen, C., Wang, J., Kwong, J.C., Kim, J., van Donkelaar, A., Martin, RV, Hystad, P., Su, Y., Lavigne, E., Kirby-McGregor, M., Kaufman, J.S., Benmarhnia, T., and Chen, H. Association between long-term exposure to ambient air pollution and COVID-19 severity—a prospective cohort study of confirmed SARS-CoV-2 cases in Ontario, Canada. *CMAJ*. 2022a; PMID: 35609912
- Chen, H., Zhang, Z.L., van Donkelaar, A., Bai, L., Martin, R.V., Lavigne, Eric; Kwong, J.C., Burnett, R.T. Understanding the joint impacts of fine particulate matter concentration and composition on the incidence and mortality of cardiovascular disease: a component-adjusted approach. *Environmental Science & Technology*, 2020; PMID: 32101425
- Chen, H., Quick, M., Kaufman, J.S., Chen, C., Kwong, J.C., van Donkelaar, A., Meng, K., Martin, R.V., Kim, J., Lavigne, E., Bai, L., Li, Y., Tjepkema, M., Benmarhnia, T., and Burnett, R.T. Impact of lowering fine particulate matter from major emission sources on mortality in Canada: a nationwide causal analysis. *Proc Natl Acad Sci USA (PNAS)* 2022b, PMID: 36442082

### **3. REQUIREMENTS**

#### **3.1. Tasks, Activities, Deliverables and/or Milestones**

To support epidemiological research and health impact assessment activities pertaining to air pollution exposure in Canada, the Contractor will complete the following list of deliverables and milestones. A detailed budget and timeline follows Table 1. To ensure accurate statistical precision, reliable generalizability, and consistency with prior population-based studies examining the relationship between air pollution and COVID-19 in Ontario, it is expected that the new cohort should encompass all individuals who were previously diagnosed with COVID-19 in Ontario, the most densely populated province in Canada. In addition, air pollution exposures to be used must

be compatible with those already linked to population-based cohort studies of air pollution in Canada.

**3.1.1** The deliverables that will be submitted by the Contractor as explained within the contract

Task 1: (1) obtain data access to ICES databases, including but not limited to NACRS, DAD, ICES-derived cohorts, Case and Contact Management System, Ontario Laboratories Information System, and Ontario's COVID-19 Vaccine Data); (2) perform deterministic data linkage of ICES databases and environmental data using unique encoded identifiers and annual residential postal codes; (3) create an Ontario-wide cohort comprising all confirmed COVID-19 cases in Ontario who were diagnosed between 2020 and 2021 and were alive  $\geq 90$  days after the initial infection (baseline); and (4) provide descriptive statistics of baseline characteristics of the study cohort.

Task 2: To examine the relationships between the total mass of PM2.5, NO2, and O3 and mortality and emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular cause among residents in Ontario who were previously diagnosed with COVID-19 using a cohort study design with the Cox Proportional Hazards regression.

Task 3: To examine the relationships between the major components of PM2.5, NO2, and O3 and 10 selected health endpoints including hospital admissions or ED visits for acute myocardial infarction (AMI), stroke, congestive heart failure, asthma, and chronic obstructive pulmonary disease among residents in Ontario who were previously diagnosed with COVID-19 using a cohort study design with a multiple-pollutant approach (e.g., the component-adjusted approach and/or the causal g-computation approach).

Task 4: To examine the relationships between short-term exposure to total mass of PM2.5, NO2, and O3 on emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular cause among residents in Ontario who were previously diagnosed with COVID-19 using a case-crossover study design with conditional logistic regression.

**Table 1. Tasks and Deliverables**

<b>Initial Contract Period (From Date of Contract Award to March 31, 2024)</b>		
<b>Quarter</b>	<b>Project Task/ Deliverables</b>	<b>Due date</b>
2023-2024 Q3	Perform data linkage and create cohort	2023.11.03
2023-2024 Q4	Examine the relationships between long-term exposure to total mass of PM2.5, NO2, and O3 and mortality and emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular cause among residents in Ontario who were previously diagnosed with COVID-19	2024.02.15
<b>Option Period 1 (April 01, 2024 – March 31, 2025)</b>		
2024-2025 Q3	Examine the relationships between long-term exposure to the major components of PM2.5, NO2, and O3 and 10 selected health endpoints including hospital admissions or ED visits for AMI, stroke, congestive heart failure, asthma, and chronic obstructive pulmonary disease among residents in Ontario who were previously diagnosed with COVID-19	2024.11.01
2024-2025 Q4	Examine the relationships between short-term exposure to total mass of PM2.5, NO2, and O3 on emergency-department (ED) visits and hospital admissions from any respiratory or cardiovascular cause among residents in Ontario who were previously diagnosed with COVID-19	2025.02.15

At the time of submission of each deliverable, the Contracting Authority will indicate acceptance (or, not); in the affirmative, this would constitute a milestone for payment.

### **3.2. Specifications and Standards**

All reports delivered to Health Canada through this contract are expected to be based on scientifically credible methods and of high quality. Specifically, cohort creation and ascertainment of various health endpoints of interest must be performed using the province-wide health administrative databases that represent the entire population in Ontario with previously validated methodologies. Air pollution exposure assessment must use the most up-to-date assessment methodologies such as satellite-based remote sensing techniques and land-use regression modeling approaches at the time of initiation of the contract or the option period. The Technical Authority will specify the performance evaluation metrics to be used in meetings with the Contractor. Publications, or draft articles under consideration for publication, may be included in the reports as supplemental material covering these details, but the main body of the report must adequately cover the items listed above if the publications do not.

The Contractor will allow a minimum of 10 business days for Health Canada to review the deliverables. More than one draft may be needed. The work will be deemed complete pending a quality review and acceptance by the Departmental Representatives.

All draft and final deliverables must be sent to Health Canada in electronic form as MS Word (.doc or .docx) and/or PDF formats, as applicable.

### **3.3. Technical, Operational and Organizational Environment**

The work will be completed by the Contractor at their place of employment. The Contractor will ensure that all the technical, organizational and operational requirements are in place to carry out the work in a timely manner.

### **3.4. Method and Source of Acceptance**

The Contractor will provide Health Canada with the deliverables described in section 3.1 and will ensure the completion of all deliverables in a timely and responsive manner. All reports, deliverables and services rendered are subject to inspection and approval by the Project Authority. The Departmental Representatives will assess all deliverables in terms of the quality of exposure model development, the nature and presentation of analyses, and the appropriateness of the interpretation of results. Should a deliverable not be to the satisfaction of the Technical Authority, the Crown reserves the right to refuse acceptance and require its correction within the agreed upon scope of the project.

### **3.5. Reporting Requirements**

In addition to the timely submission of all deliverables and the fulfilment of all obligations listed within this contract, it is the responsibility of the Contractor to facilitate and maintain regular communication with Health Canada. Communication is defined as all reasonable efforts to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the work is progressing well and in accordance with expectations as well as the regulations of this contract. Communication may include: phone calls, emails, and meetings. The Contractor is to immediately notify the Departmental Representatives of any issues, problems, or areas of concern in relation to any work under this contract, as they arise.

### **3.6. Project Management Control Procedures**

The Departmental Representatives will monitor and control the work through regular meetings with the Contractor and provision of feedback via email and/or telephone/video conference calls as needed. The Contractor will provide Health Canada updates via regular emails, and/or telephone/video conference calls for the purposes of status updates, discussions of project timelines and review of deliverables. The

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updates will include specification of any challenges faced or foreseen which could compromise the quality or timeliness of the work. The Contractor will provide invoices upon completion of the deliverables as per section 3.1. Any changes to the agreement will be made through written amendment(s) to the agreement signed by the parties reflecting such change(s).

#### **4. ADDITIONAL INFORMATION**

##### **4.1. Canada's Obligations**

The Departmental technical representative will help guide the Contractor as needed to ensure that the project achieves the objectives and goals in a timely manner.

- ensure availability of staff with whom the supplier may need to consult;
- schedule teleconferences, if required;
- schedule meetings, if required; and
- provide comments on draft reports within ten (10) working days from receipt of report.

##### **4.2. Contractor's Obligations**

The Contractor will routinely meet with one of the Departmental Representatives for the purposes of status updates, discussions of project timelines, and review of deliverables.

- Unless otherwise specified, the Contractor must use its own equipment and software for the performance of this Statement of Work.

In addition to the Scope/Statement of Work outlined in Section 2, the Provider shall:

- meet all tasks, deliverables and milestones as identified in Section 3.1;
- ensure availability of staff with whom the Provider may need to consult;
- submit all written reports to Health Canada in electronic Microsoft Office Word format;
- participate in teleconferences, if required; and
- attend meeting at government sites, if required

##### **4.3. Location of Work, Work site and Delivery Point**

The work will be completed on the contractor's premises.

Due to the workload and the tight deadlines, all personnel assigned to any agreement resulting from this contract must be ready to work in close contact with the Health Canada Authority and other departmental personnel.

##### **4.4. Language of Work**

All communication on this project will be in English.

##### **4.5. Travel and Living**

There are not travels associated with requirement.

**ANNEX "B"**  
**BASIS OF PAYMENT**

(To be inserted at contract award).