



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

Bid Receiving/Réception des soumissions

Procurement Hub | Centre  
d'approvisionnement  
Fisheries and Oceans Canada | Pêches et  
Océans Canada  
301 Bishop Drive | 301 promenade Bishop  
Fredericton, NB, E3C 2M6

**Email / Courriel :** [DFO.Tenders-  
Soumissions.MPO@dfo-mpo.gc.ca](mailto:DFO.Tenders-Soumissions.MPO@dfo-mpo.gc.ca)

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

Proposal to: Fisheries and Oceans Canada

We hereby offer to sell to His Majesty the  
King in right of Canada, in accordance with  
the terms and conditions set out herein,  
referred to herein or attached hereto, the  
goods and services listed herein and on any  
attached sheets at the price(s) set out  
therefor.

Proposition à : Pêches et Océans Canada

Nous offrons par la présente de vendre  
à Sa Majesté le Roi du chef du  
Canada, aux conditions énoncées ou  
incluses par référence dans la présente  
et aux appendices ci-jointes, les biens  
et les services énumérés ici sur toute  
feuille ci-annexée, au(x) prix indiqué(s).

<b>Title / Titre</b> Okanagan Chinook Life History Research		<b>Date</b> November 21, 2023
<b>Solicitation No. / N° de l'invitation</b> 30004719		
<b>Client Reference No. / No. de référence du client(e)</b> 30004719/A		
<b>Solicitation Closes / L'invitation prend fin</b> <b>At / à :</b> 1400 hrs - 2 :00 PM AST (Atlantic Standard Time) / HNA (Heure Normale de l'Atlantique) <b>On / le :</b> December 1, 2023		
<b>F.O.B. / F.A.B.</b> Destination	<b>Taxes</b> See herein — Voir ci-inclus	<b>Duty / Droits</b> See herein — Voir ci-inclus
<b>Destination of Goods and Services / Destinations des biens et services</b> See herein — Voir ci-inclus		
<b>Instructions</b> See herein — Voir ci-inclus		
<b>Address Inquiries to : / Adresser toute demande de renseignements à :</b> Jackie Longmire – Contracting Officer <b>Email / Courriel:</b> <a href="mailto:DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca">DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca</a> <b>Cc:</b> <a href="mailto:Jackie.Longmire@dfo-mpo.gc.ca">Jackie.Longmire@dfo-mpo.gc.ca</a>		
<b>Delivery Required / Livraison exigée</b> See herein — Voir en ceci	<b>Delivery Offered / Livraison proposée</b>	
<b>Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur</b>		
<b>Telephone No. / No. de téléphone</b>	<b>Facsimile No. / No. de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)</b>		
<b>Signature</b>	<b>Date</b>	



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## **PART 1 - GENERAL INFORMATION**

This bid solicitation cancels and supersedes previous bid solicitation number 30004719, dated September 22, 2023 with a closing of October 16, 2023 at 2:00 PM, ADT. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

### **1.1 Security Requirements**

There are no security requirements related to this solicitation.

### **1.2 Statement of Work**

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

### **1.3 Procurement Strategy for Indigenous Business**

#### **1.3.1 Set-aside under the Federal Government Procurement Strategy for Indigenous Business (PSIB)**

This procurement is set aside under the federal government Procurement Strategy for *Indigenous* Business. For more information on *Indigenous* business requirements of the Set-aside Program for *Indigenous* Business, see [Annex 9.4](#) of the *Supply Manual*.

This procurement is set aside from the international trade agreements under the provision each has for measures with respect to *Indigenous* peoples or for set-asides for small and minority businesses.

Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

### **1.4 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 or by telephone.



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## **PART 2 - BIDDER INSTRUCTIONS**

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

**As this solicitation is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.**

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: 120 days

### **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.

### **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.



**Completeness of the Bid Checklist**

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

Complete (Y/N)	Action Taken
	Certifications and securities required at bid closing are included.
	Bids are properly signed, that the bidder is properly identified.
	Acceptance of the terms and conditions of the bid solicitation and resulting contract.
	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.
	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 by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by facsimile to DFO will not be accepted.

**2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than (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.

**2.4 Applicable Laws**

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

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



## 2.5 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)

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the award of certain federal contracts under \$30,300 for goods and \$121,200 for services. If you have concerns regarding the award of a federal contract below these dollar amounts, you may contact OPO by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

- (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.



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

### **3.1 Bid Preparation Instructions**

Canada requests that the Bidder submit **all** its **email** bid in separately saved sections as follows and **prior to the bid closing date, time and location**:

- Section I:        Technical Bid** (one soft copy in PDF format)  
**Section II:       Financial Bid** (one soft copy in PDF format)  
**Section III:      Certifications** (one soft copy in PDF format)

#### **Important Note:**

The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by DFO. It is suggested that you compress the email size to ensure delivery. Bidders are responsible to send their proposal and to allow enough time for DFO to receive the proposal by the closing period indicated in the RFP. Emails with links to bid documents will not be accepted.

For bids transmitted by email, DFO will not be responsible for any failure attributable to the transmission or receipt of the email bid. DFO will send a confirmation email to the Bidders when the submission is received.

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

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

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

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

Bidders must submit their financial bid in accordance with the Basis of Payment in **Annex "B"**

#### **3.1.2 Exchange Rate Fluctuation**

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

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



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

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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

Refer to annex "C"

##### **4.1.1.2 Point Rated Technical Criteria**

Refer to annex "C"

#### **4.1.3 Financial Evaluation**

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 and Price - [A0027T](#) (2022-12-01)**

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 **14 points** overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **22 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 **70%** for the technical merit and **30%** 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 divided by the maximum number of points available multiplied by the ratio of **70%**.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of **30%**.
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 70/30 ratio of technical merit and price, respectively. The total available points equal 135 and the lowest evaluated price is \$45,000 (45).

<b>Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)</b>				
		<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<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>	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	<b>Pricing Score</b>	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27.00$	$45/45 \times 30 = 30.00$
<b>Combined Rating</b>		84.18	73.15	77.70
<b>Overall Rating</b>		<b>1st</b>	<b>3rd</b>	<b>2nd</b>



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## **PART 5 - CERTIFICATIONS**

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 Required with the Bid**

Bidders must submit the following duly completed certifications as part of their 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 declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

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

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid 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) (<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 Set-aside for Indigenous Business**

This procurement is set aside under the federal government Procurement Strategy for Indigenous Business. For more information on Indigenous business requirements of the Set-aside Program for Indigenous Business, see [Annex 9.4](#) of the *Supply Manual*.

This procurement is set aside from the international trade agreements under the provision each has for measures with respect to Indigenous peoples or for set-asides for small and minority businesses.

Further to Article 800 of the Canadian Free Trade Agreement (CFTA), CFTA does not apply to this procurement.

Bidders must complete the Set-aside for Indigenous Business form found in **Attachment 1 to Part 5**.



### 5.3 Additional Certifications 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

#### 5.3.3 List of Names for Integrity Verification Form

Bidders must complete the List of Names for Integrity Verification form found in **Attachment 2 to Part 5**.

#### 5.3.4 Contractor's Representative

The Contractor's Representative for the Contract is: **(Bidders please fill-out)**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

#### 5.3.5 Supplementary Contractor Information

Pursuant to paragraph 221 (1)(d) of the Income Tax Act, payments made by departments and agencies under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T4-A supplementary slip.

To enable the Department of Fisheries and Oceans to comply with this requirement, the Contractor hereby agrees to provide the following information which it certifies to be correct, complete, and fully discloses the identification of this Contractor:

- a) The legal name of the entity or individual, as applicable (the name associated with the Social Insurance Number (SIN) or Business Number (BN), as well as the address and the postal code:  
\_\_\_\_\_
- b) The status of the contractor (individual, unincorporated business, corporation or partnership:  
\_\_\_\_\_
- c) For individuals and unincorporated businesses, the contractor's SIN and, if applicable, the BN, or if applicable, the Goods and Services Tax (GST)/Harmonized Sales Tax (HST) number:  
\_\_\_\_\_
- d) For corporations, the BN, or if this is not available, the GST/HST number. If there is no BN or GST/HST number, the T2 Corporation Tax number must be shown:  
\_\_\_\_\_



### 5.3.6 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 majority 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.

**The following certification signed by the contractor or an authorized officer:**

"I certify that I have examined the information provided above and that it is correct and complete"

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name of Signatory



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## **ATTACHMENT 1 TO PART 5 – SET- ASIDE FOR INDIGENOUS BUSINESS – CERTIFICATION**

### **1. Set-aside for Indigenous Business**

1. This procurement is set aside under the federal government Procurement Strategy for Indigenous Business, For more information on Indigenous business requirements of the Set-aside Program for Indigenous Business, see [Annex 9.4](#), Supply Manual.
2. The Bidder:
  - i. certifies that it meets, and will continue to meet throughout the duration of any resulting contract, the requirements described in the above-mentioned annex;
  - ii. agrees that any subcontractor it engages under any resulting contract must satisfy the requirements described in the above-mentioned annex; and
  - iii. agrees to provide to Canada, immediately upon request, evidence supporting any subcontractor's compliance with the requirements described in the above-mentioned annex.
3. The Bidder must check the applicable box below:
  - i.  The Bidder is an Indigenous business that is a sole proprietorship, band, limited company, co-operative, partnership or not-for-profit organization.  
  
**OR**
  - ii.  The Bidder is either a joint venture consisting of two or more Indigenous businesses or a joint venture between an Indigenous business and a non-Indigenous business.
4. The Bidder must check the applicable box below:
  - I.  The Indigenous business has fewer than six full-time employees.  
  
**OR**
  - II.  The Indigenous business has six or more full-time employees.
5. The Bidder must, upon request by Canada, provide all information and evidence supporting this certification. The Bidder must ensure that this evidence will be available for audit during normal business hours by a representative of Canada, who may make copies and take extracts from the evidence. The Bidder must provide all reasonably required facilities for any audits.
6. By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.



## 2. Owner Certification - Set-aside for Indigenous Business

If requested by the Contracting Authority, the Bidder must provide the following certification for each owner who is Indigenous:

1. I am an owner of \_\_\_\_\_ (*insert name of business*), and an Indigenous person, as defined in [Annex 9.4](#) of the *Supply Manual* entitled "Requirements for the Set-aside Program for Indigenous Business".
2. I certify that the above statement is true and consent to its verification upon request by Indigenous Services Canada.

\_\_\_\_\_  
Printed name of owner

\_\_\_\_\_  
Signature of owner

\_\_\_\_\_  
Date



## **ATTACHMENT 2 TO PART 5 LIST OF NAMES FOR INTEGRITY VERIFICATION FORM**

### **Requirements**

Section 17 of the *Ineligibility and Suspension Policy* (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names with their bid or offer. The required list differs depending on the bidder or offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

List of names for [integrity verification form](#)





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## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by Contract Security Program) apply and form part of the Contract.

6.1.2 Security Clauses #1 – No Security Requirement, **escort required at DFO site(s)**

### ANNEX A

- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have access to PROTECTED or CLASSIFIED information/assets.
- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.
- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).
- Subcontracts or arrangements with a third party are not to be awarded without the prior written permission of the Contracting Authority (i.e. a new SRCL must be submitted and processed following the same procedure as for the initial contract).

### 6.2 Statement of Work

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

### 6.3 Standard Clauses and Conditions

**As this contract is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.**

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.

#### 6.3.1 General Conditions

6.3.1.1 [2010B](#) (2022-12-01), General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

6.3.2.1 Subsection 10 of [2010B](#) (2022-12-01), General Conditions - Professional Services (Medium Complexity) – Invoice submission, is amended as follows:

Delete: 2010B 10 (2013-03-21), Invoice submission



Insert: **Invoice submission**

1. Invoices must be submitted in the Contractor's name to [DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca](mailto:DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca) with a cc to: [\[insert the name of the Project/Technical Authority and the AP Coder\]](#). The Contractor must submit invoices for each delivery or shipment; invoices must only apply to the Contract. Each invoice must indicate whether it covers partial or final delivery.
2. Invoices must show:
  - a. Contractor's Name and remittance physical address;
  - b. Contractor's CRA Business Number or Procurement Business Number (PBN);
  - c. Invoice Date;
  - d. Invoice Number;
  - e. Invoice Amount (broken down into item and tax amounts);
  - f. Invoice Currency (if not in Canadian dollars);
  - g. DFO Reference Number (PO Number or other valid reference number);
  - h. DFO Contact Name (DFO employee who initiated the order or to whom the goods were sent. **Note:** Invoice will be return to the Contractor if that information is not provided);
  - i. Description of the goods or services supplied (provide details of expenditures (such as item, quantity, unit of issue, fixed time labour rates and level of effort, subcontracts, as applicable) in accordance with the Basis of Payment, exclusive of Applicable Taxes;
  - j. Deduction for holdback, if applicable;
  - k. The extension of the totals, if applicable; and
  - l. If applicable, the method of shipment together with date, case numbers and part or reference numbers, shipment charges and any other additional charges.
3. Applicable Taxes must be specified on all invoices as a separate item along with corresponding registration numbers from the tax authorities. All items that are zero-rated, exempt or to which Applicable Taxes do not apply, must be identified as such on all invoices.
4. By submitting an invoice, the Contractor certifies that the invoice is consistent with the Work delivered and is in accordance with the Contract.

## 6.4 Term of Contract

### 6.4.1 Period of the Contract

The period of the Contract is from date of Contract Award to March 31<sup>st</sup>, 2025 inclusive.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Jackie Longmire  
Title: Contracting Officer  
Department: Fisheries and Oceans Canada  
Directorate: Materiel and Procurement Services



Address: 301 Bishop Dr.  
Fredericton, NB E3C 2M6  
Telephone: (506) 238-5870  
E-mail address: [Jackie.Longmire@dfo-mpo.gc.ca](mailto:Jackie.Longmire@dfo-mpo.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.

**6.5.2 Project Authority (to be inserted at Contract award)**

The Project Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
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.

**6.5.3 Contractor's Representative (Bidder please fill out)**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail address: \_\_\_\_\_

**6.6 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.

**6.7 Payment**

**6.7.1 Basis of Payment**

The Contractor will be paid for the Work performed, in accordance with the Basis of payment at annex B, to a limitation of expenditure of \$\_\_\_\_\_ (to be inserted at Contract award).  
Customs duties are included and Applicable Taxes are extra.



## 6.7.2 Limitation of Expenditures

1. Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_ (to be inserted at Contract award). Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75% committed, or
  - b. four months before the contract expiry date, or
  - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

## 6.7.3 Multiple Payments

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

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

## 6.7.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- i. Acquisition Card;
- ii. Direct Deposit (Domestic and International)

## 6.8 Invoicing Instructions

- 6.8.1 The Contractor must submit invoices in accordance with subsection 6.3.2.1 entitled "Invoice Submission" above. Invoices cannot be submitted until all work identified in the invoice is completed.
- 6.8.2 Payments will be made provided that the invoice(s) are emailed to DFO Accounts Payable at [DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca](mailto:DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca) with a cc to: *[insert the name of the Project/Technical Authority and the AP Coder]* and provides the required information as stated in subsection 6.8.1 above.

## 6.9 Certifications and Additional Information

### 6.9.1 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.

### 6.9.2 Indigenous Business Certification

1. The Contractor warrants that its certification of compliance is accurate and complete and in accordance with the "Requirements for the Set-aside Program for Indigenous Business" detailed in [Annex 9.4](#) of the *Supply Manual*.
2. The Contractor must keep proper records and documentation relating to the accuracy of the certification provided to Canada. The Contractor must obtain the written consent of the Contracting Authority before disposing of any such records or documentation before the expiration of six years after final payment under the Contract, or until settlement of all outstanding claims and disputes, under the Contract, whichever is later. All such records and documentation must at all times during the retention period be open to audit by the representatives of Canada, who may make copies and take extracts. The Contractor must provide all reasonably required facilities for any audits.
3. Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to the Contract

### 6.10 Applicable Laws

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

### 6.11 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 general conditions [2010B](#) (2022-12-01), General Conditions - Professional Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) the Contractor's bid dated \_\_\_\_\_ *insert date of bid* [*If the bid was clarified or amended, insert at the time of contract award*]: “, as clarified on \_\_\_\_\_ *or*, as amended on \_\_\_\_\_ *and insert date(s) of clarification(s) or amendment(s) including its Inuit Benefits Plan. (if applicable)*.”

### 6.12 Insurance - G1005C (2016-01-28)

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

### 6.13 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](#)".
- (e) The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, *either Party* may contact the Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).
- (f) The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the administration of certain federal contracts, regardless of dollar value. If you have concerns regarding the administration of a federal contract, you may contact OPO by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).

#### **6.14 Environmental Considerations**

As part of Canada's policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired, Contractors should:

- a) Paper consumption:
- Provide and transmit draft reports, final reports in electronic format. Should printed material be required, double sided printing in black and white format is the default unless otherwise specified by the Project Authority.
  - Printed material is requested on minimum recycled content of 30% and/or certified as originating from a sustainably managed forest.
  - Recycle unneeded printed documents (in accordance with Security requirements).
- b) Travel requirements:
- The Contractor is encouraged to use video and/or teleconferencing where possible to cut down unnecessary travel.
  - Use of Properties with Environmental Ratings: Contractors to the Government of Canada may access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, Contractors can go to the following link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for Contractors.
  - Use public transportation or another method of green transportation as much as possible.



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## ANNEX "A" STATEMENT OF WORK

### 1.0 Scope

The Department of Fisheries and Oceans Canada (DFO) Stock Assessment group is tasked with improving stock assessment activities in the Okanagan River, providing advice on rebuilding probability, risk of extinction and generally providing subject matter expertise to meet legislative requirements under the *Species At Risk Act*, the *Fisheries Act* and meet Pacific Salmon Treaty obligations. This Statement of Work outlines the nature of support required to successfully meet these requirements.

#### 1.1 Objective

The Department of Fisheries and Oceans Canada (DFO) Stock Assessment is seeking a qualified registered Indigenous Business for a PSIB Voluntary set-aside. The Contractor will answer two (2) research questions to help fulfill research needs and address scientific knowledge gaps required to effectively manage the Okanagan River Chinook population. To accomplish this the Contractor will provide:

- 1.1.1 Field capacity. DFO does not have the capacity to provide field support in the Okanagan watershed and requires a contractor who can conduct and/or support field work in the area to address the research questions.
- 1.1.2 Technical and analytical skills. The contractor will use their technical and analytical skills to ensure that the research questions are adequately addressed through appropriate analyses.
- 1.1.3 Managerial support. Help to support the rebuilding of this stock by properly managing and coordinating the research done to address these knowledge gaps and find efficiencies through their contacts in the region.

#### 1.2 Background

Okanagan Chinook are the only remaining Columbia River Chinook Salmon population in Canada. Their abundance is very low, currently less than a couple hundred spawners, but their abundance was likely in the high thousands before the Canadian Okanagan and Columbia River were developed for Agriculture, Flood Control, and Hydro-power Generation, resulting in physical exclusion from spawning and rearing habitats. Fishing rates have also been high through history, with recent (2009-2018) exploitation rates around 60%. The population in the U.S. section of the Okanagan River has recently ranged from 7,000-14,000 spawners.

COSEWIC has identified this single river Designatable Unit as ENGANGERED, and it is currently undergoing review for listing under the *Species at Risk Act*. Additionally, this stock is part of Batch 1 for the Fish Stock Provisions under the *Fisheries Act*. The DFO has considerable engagement with First Nations, the Okanagan Water Management Board, the Okanagan River Restoration Initiative, as well as the Colville Confederated Tribes, the Columbia River Inter-Tribal Fish Commission, the Washington Department of Fish and Wildlife, the Oregon Department of Fish and Wildlife and the Pacific Salmon Commission. Rebuilding the abundance of Okanagan Chinook is a priority for First Nations and local, provincial, and national fisheries agencies on both sides of the boarder.

Recently, the Pacific Salmon Commission conducted a series of 5 workshops with fisheries professionals and First Nations which examined threats, impediments to survival, and mitigation approaches to increase the abundance of Okanagan Chinook. Similarly, a Recovery Potential Assessment (DFO Pacific Region CSAS) and DFO Risk Assessment Methods (RAMS) have been applied and also identified threats and mitigations. Among the issues identified in these assessments, the key ones include Climate Change and its influence on the thermal and hydrological regime of the Okanagan, channelization and the disconnection of the main river channels from the historic and off-channel stream habitats, and predation by invasive fish species. Two of the data gaps that were highlighted from this work are the



juvenile habitat use in the Okanagan, which has been highly disturbed and degraded, and the level of predation on juvenile Chinook salmon by native and non-native fishes. To enable rebuilding it will be essential to have information on habitat use and to understand the threat posed by predation.

### 1.3 Terminology

COSEWIC – Committee on the Status of Endangered Wildlife in Canada

OWG – Okanagan Working Group

PST – Pacific Salmon Treaty

PSC – Pacific Salmon Commission

### 2.0 Reference Documents

[SARA Registry](#)

[2005 COSEWIC Emergency Assessment](#)

[2006 COSEWIC Assessment](#)

[2017 COSEWIC Assessment](#)

[2008 Recovery Potential Assessment](#)

[2019 Recovery Potential Assessment](#)

[Fish Stocks Provisions – Batch 1 List](#)

### 3.0 Requirements

#### 3.1 Scope of Work

3.1.1 Requirement – Distribute funds and provide guidance to research:

- a) Spatial and temporal habitat use by Chinook Salmon in the Canadian Okanagan Watershed
- b) Predation on juvenile Chinook salmon by native and non-native fishes in the Canadian Okanagan Watershed

3.1.2 Requirement – Review research questions with DFO prior to finalization, as well as the research study design for feedback and iterative development.

3.1.3 Requirement – Provide field support and equipment in the Okanagan Watershed as required.

#### 3.2 Tasks

3.2.1 Work to ensure research goals are achieved and that the study designs are appropriate and effective. This will involve:

3.2.1.1 Submit two specific research proposals to address the topics in 3.1.1

3.2.1.2 Reviewing and submitting a detailed study design for both research questions

3.2.1.3 Study design should include tagging of an estimated 200 juvenile Okanagan Chinook





- 3.2.1.4 Coordinating field equipment with other groups working in the Okanagan River area to ensure efficient use of resources.
- 3.2.1.5 Must provide all field equipment as required to perform the work.
- 3.2.1.6 Linking the researchers to the stock assessment work being done by First Nations in the Okanagan, by using the contractors contacts in the region and providing an overview of the work already being conducted.
- 3.2.1.7 Summarize the information gathered over the two years and supply a completion report with the findings.
- 3.2.1.8 Reporting progress to DFO and other groups engaged in rebuilding Okanagan Chinook through emails, phone calls and meetings as required. This will include two progress reports.

### **3.3 Deliverables and Acceptance Criteria**

The Contractor must prepare and submit the following data and reporting requirements:

- 3.3.1 Research proposals will be provided to DFO for review before formal acceptance.
- 3.3.2 Progress reports will be provided on an agreed to schedule that coincide with the payment schedule describing field activities and data analysis for the research conducted.
- 3.3.3 Two completion reports, one for each research question, will be provided to DFO upon contract completion.
- 3.3.4 Field data and R code collected and developed by the Contractor will be provided to DFO FIA Stock Assessment at the completion of the projects and the data will be made publicly available.

All documents will be submitted electronically, with drafted versions in word and final copies in pdf.

### **3.4 Constraints**

Environmental and river conditions may constrain field work. This might include wildfires, high water events, drought, winter storms, and/or freezing conditions.

DFO policies evolve to address changing work environments, can be unpredictable and may impact the delivery of Stock Assessment projects. The global COVID-19 pandemic, for example, resulted in many new health and safety policies that impacted operations in various and unanticipated ways.

### **3.5 Support Provided by Canada**

The Department will:

- 3.5.1 Provide advice and guidance to the Contractor on research questions, study design, data analysis, and report writing.
- 3.5.2 Arrange for and provide escorted on-site access to field and DFO office sites if required.
- 3.5.3 Arrange meetings between the Contractor and Departmental staff.

### **3.6 Timeframe and Delivery Dates**

- 3.6.1 Proposed research questions – Four (4) weeks after contract award.
- 3.6.2 Study design – March 13, 2024
- 3.6.3 Progress report (initiation of field work) – June 18, 2024
- 3.6.4 Progress report (implementation of post-season data analysis) – December 11, 2024
- 3.6.5 Completion report – March 13, 2025

If the proposed delivery dates above cannot be met, the Project Authority (PA) may at their discretion approve a change in the delivery date.



**3.7 Contractor Qualifications**

- 3.7.1 Familiar with salmon stock assessment in the Okanagan region
- 3.7.2 Familiar with the Okanagan Chinook rebuilding plan work
- 3.7.3 Knowledge of field assessment techniques for Chinook salmon
- 3.7.4 Working relationships/experience with First Nation groups in the Okanagan watershed



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**ANNEX "B"**  
**BASIS of PAYMENT**

**\*\*\* IMPORTANT NOTE TO BIDDERS \*\*\***

The bidder must complete this Basis of Payment and include it in their financial bid. Bidders failing to submit a completed Annex B, will be deemed **non-complaint** and will not be considered for contract award.

**1. FIRM PRICE**

The firm price per day MUST include ALL costs associated with performing the work described in Annex A, Statement of Work, including but not limited to:

- Project Management and Coordination
- Field Research and Data Collection
- Data Analysis and Reporting
- Communication and Meetings
- Miscellaneous and Contingency
- Labour and wages for all personnel
- All materials required for field work and data analysis
- Travel and living expenses
- Incidentals
- Publications
- Administration

**Definition of a Day/Proration**

A day is defined as 7.5 hours exclusive of meal breaks. Payment will be for days actually worked with no provision for annual leave, statutory holidays and sick leave. Time worked which is more or less than a day will be prorated to reflect actual time worked in accordance with the following formula:

$$\text{(Hours worked} \times \text{firm price per day)} \div 7.5 \text{ hours}$$

- i. All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
- ii. No overtime charges will be authorized under the Contract. All time worked will be compensated according to paragraph above.

**2. PRICING TABLES**

The volumetric data included in this document is an estimate only and does not represent a commitment by Canada that Canada's future usage of the services described in the contract will be consistent with this data.

Customs and duties are included and applicable taxes are extra.



**Table A-1: Contract Period: Contract Award to March 31, 2025**

Item	Description	Estimated Number of Days (a)	Firm Price (b)	Total (c)= (a)x(b)
1	Professional Services to perform all tasks and deliverables outlined within Annex A, Statement of Work.	314	\$_____/day	\$_____
<b>Total estimated all-inclusive price, excluding applicable taxes:</b>				<b>\$_____</b>

**Table A-2: Payment Schedule for Contract Period: Contract Award to March 31, 2025**

Payment No	Description and Deliverables	Percentage Payment <i>(Bidder must complete)</i>	Firm Price <i>(Bidder must complete)</i>
1	On submission and acceptance of proposed research questions as described in the SOW Para 3.6 Timeframe and Delivery Dates, sub-para 3.6.1	____ % value of contract	\$_____
2	On submission and acceptance of the study design as described in the SOW Para 3.6 Timeframe and Delivery Dates, sub-para 3.6.2	____ % value of contract	\$_____
3	On submission and acceptance of progress report – initiation of field work as described in the SOW Para 3.6 Timeframe and Delivery Dates, sub-para 3.6.3	____ % value of contract	\$_____
4	On submission and acceptance of progress report - implementation of study designs as described in the SOW Para 3.6 Timeframe and Delivery Dates, sub-para 3.6.4	____ % value of contract	\$_____
5	On submission and acceptance of completion reports as described in the SOW Para 3.6 Timeframe and Delivery Dates, sub-para 3.6.5	<b>20%</b> value of contract	\$_____



**ANNEX "C"  
EVALUATION CRITERIA**

**1. 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.

**For the Bidder's project examples**, experience is to be used to demonstrate compliancy and should include the following information:

- The dates/duration of the project;
- A description of the project, including the scope and elements of the framework, and the results/outcomes;
- A description of the activities performed by the business.

Criterion No.	Mandatory Evaluation Criterion	Met (Yes/No)	Bid reference page# <i>(Bidders please fill out)</i>
<b><u>M1</u></b>	<p>The Bidder must have at least 5 years of experience in the last 10 years planning, implementing and reporting on Chinook salmon stock assessment programs in the Okanagan region.</p> <p><b>Demonstrated by:</b> providing a minimum of 5 project examples, documenting field work completed by the contractor in the Okanagan.</p>		
<b><u>M2</u></b>	<p>The Bidder must have significant knowledge of field assessment techniques for Chinook salmon.</p> <p><b>Demonstrated by:</b> providing a minimum of 3 project examples, documenting different field assessment techniques for Chinook Salmon completed by the contractor.</p>		
<b><u>M3</u></b>	<p>The Bidder must have recent experience working with First Nation groups in the Okanagan watershed.</p> <p><b>Demonstrated by:</b> a written summary of at least one project completed within the last 36 months that was conducted for or in conjunction with First Nation groups in the Okanagan Region.</p>		



**2. Point Rated Technical Criteria**

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in the table inserted 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.

No.	Rated Criteria	Bid reference page#	Points Given
R1	<p>Bidder should have participated in at least one of the Okanagan Chinook Rebuilding Plan working group meetings since fall 2022 <b>(2 pts)</b></p> <p><b>Demonstrated by:</b> a written summary describing how familiar the organization is with the above plan and their level of participation.</p>		____/2
R2	<p>Bidder should be familiar with the Pacific Salmon Commission Technical Report 51 - Okanagan Chinook Summary Report <b>(2 pts)</b></p> <p><b>Demonstrated by:</b> a written summary describing how familiar the organization is with the above report and any level of participation.</p>		____/4
R3	<p>Bidder should have participated in one or more of the Pacific Salmon Commission Technical summary report working group sessions held by the Okanagan Working Group since 2022 <b>(2 pts)</b></p> <p><b>Demonstrated by:</b> a written summary describing the bidder's role and level of participation.</p>		____/2
R4	<p>Bidder should have a representative on the Pacific Salmon Commission Okanagan Working Group <b>(2 pts)</b></p> <p><b>Demonstrated by:</b> a written summary describing the representative's role on the committee.</p>		____/2



<b>R5</b>	Bidder should have read the Fisheries Act Fish Stock Provision legislation. <b>(2 pts)</b>  <b>Demonstrated by:</b> a written attestation confirming that the bidder has read and understands the Fisheries Act Fish Stock Provision legislation.		_____/2
<b>R6</b>	Bidder should demonstrate what type of tags they will be using in their study design.  <ul style="list-style-type: none"><li>• Bidder is using PIT tags for the study design <b>(2 pts)</b></li><li>• Bidder is using Radio tags for the study design <b>(5 pts)</b></li><li>• Bidder is using acoustic tags for the study design <b>(10 pts)</b></li></ul> <b>Minimum points required for R6 is 2 pts</b>		_____/10
<b>Total Evaluated Score</b>			_____/22
<b>Minimum Passing Score</b>			<b>14</b>