



Canadian Cattle Identification Agency

Request for Proposal

**Analysis of using Ultra High Frequency (UHF) technology for
livestock identification in Canada**

Date Issued: May 10, 2019

Proposal Submission Deadline: June 14, 2019

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Part 1 – Introduction

1.1 Invitation to Proponents

This Request for Proposals ("RFP") is an invitation to prospective Proponents to submit Proposals for the provision of **Analysis of using Ultra High Frequency (UHF) Technology for Livestock Identification in Canada** required as further described in Part 2 - The Deliverables (the "Deliverables"). This RFP is issued by Canadian Cattle Identification Agency.

1.2 RFP Not Tender

This RFP is not a tender call. This RFP does not commit Canadian Cattle Identification Agency in any way to select a Preferred Proponent to proceed to negotiations for an Agreement, or to award any Agreement. Canadian Cattle Identification Agency reserves the complete right to, at any time, reject all Proposals and to terminate this RFP process. This RFP is not intended to create, and should not be construed as creating, contractual relations between Canadian Cattle Identification Agency and any Proponent.

1.3 Definitions

Unless otherwise specified in this RFP, capitalized words and phrases have the following meaning in this RFP.

"Agreement" means a formal written contract between Canadian Cattle Identification Agency and a Preferred Proponent for the delivery of the Deliverables.

"Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- a) in relation to the RFP process, the Proponent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to (i) having or having access to information in the preparation of its Proposal that is confidential to Canadian Cattle Identification Agency and not available to other Proponents; (ii) communicating with any person with a view to influencing preferred treatment in the RFP process; or (iii) engaging in conduct that compromises or could be seen to compromise the integrity of the open and competitive RFP process and render that process non-competitive and unfair; or
- b) in relation to the performance of its contractual obligations in an Canadian Cattle Identification Agency contract, the Proponent's other commitments, relationships or financial interests (i) could or could be seen to exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgment; or (ii) could or could be seen to compromise, impair or be incompatible with the effective performance of its contractual obligations.

"Deadline for Issuing Addenda" means the date specified as such in Section 5.2.2

"Deliverables" has the meaning specified in Section 1.1.

"Delivery Address" means the address specified in Section 1.4.

"Canadian Cattle Identification Agency" has the meaning specified in Section 2.3.

"Canadian Cattle Identification Agency Contact" means Canadian Cattle Identification Agency representative identified in Section 1.4.

"Personal Information" means recorded information about an identifiable individual or that may identify an individual.

"Preferred Proponent" means the Proponent selected by Canadian Cattle Identification Agency to enter into negotiations for an Agreement.

"Proponent" means an entity that submits a Proposal.

"Proponent's Deadline for Questions" means the date specified as such in Section 5.1.1.

"Proposal" means a proposal submitted in response to this RFP.

"Proposal Submission Deadline" means the date specified as such in Section 5.1.1.

"Reference Form" means the Reference Form attached as Appendix B.

"Registration Form" means the Registration Form attached as Appendix A.

"RFP" has the meaning specified in Section 1.2. "Service Provider" means the Preferred Proponent that ultimately executes an Agreement.

1.4 Canadian Cattle Identification Agency Contact

All Proposal submissions must be sent in confidence to:

RFP – Analysis of Ultra High Frequency (UHF) Technology for Livestock Identification in Canada

Canadian Cattle Identification Agency
7646 – 8 Street NE
Calgary, AB
Canada T2E 8X4
Attention: General Manager

Questions about a submitted Proposal may be sent to:

Paul Laronde – Tag & Technology Manager
Email: plaronde@canadaid.ca
Telephone: 519-884-7598

Questions relating to the Statement of Work and the Deliverables must be sent in writing via email to:
Paul Laronde – Tag & Technology Manager
Email: plaronde@canadaid.ca

Part 2 – The Deliverable

2.1 Overview

This RFP is an invitation to prospective Proponents to submit Proposals for the provision of a report on *Analysis of Ultra High Frequency (UHF) Technology for Livestock Identification in Canada*

2.2 Description of Deliverables

The deliverables from this initiative are as follows:

- A literature review of UHF RFID technology using multiple global source studies highlighting benefits and limitations of the technology;
- A summary of new commercial advancements in UHF technology;
- A current state report of UHF technology use in livestock identification and, where applicable, in fields outside of livestock identification;
- Bibliography with all sourced and cited studies, analysis, and findings; and
- Potential implementation plan for UHF platform replacement of current system in Canada. Plan should include challenges and solutions.

A detailed description of the Deliverables can be found in the Statement of Work in Appendix C.

2.3 Background

2.3.1 Canadian Cattle Identification Agency

Canadian Cattle Identification Agency (CCIA) is an industry-initiated and led, not-for-profit organization incorporated to establish a national livestock identification program to support efficient trace back and containment of serious animal health and food safety concerns in the Canadian livestock industry. While Canadian Food Inspection Agency (CFIA) provides full regulatory enforcement for animal identification as defined in the [Health of Animals Regulations](#), ...CCIA is the Responsible Administrator of the animal identification program and traceability initiatives for beef and dairy cattle, bison, sheep. CCIA has also been selected as the responsible administrator for goats and cervids once they are subject to federal traceability regulations.

As the responsible administrator, CCIA wholly owns and manages the [Canadian Livestock Tracking System](#) (CLTS) database.

Part 3 – Proposal Submission Requirements

3.1 Proposal Contents

Proponents are encouraged to submit Proposals that conform to the following section headings and requirements. Failure to conform may impair the Proposal review process, possibly to the detriment of the Proponent and disqualification.

- 3.1.1 An "Introduction" giving a brief description of the Proponent's relevant experience, comments on the proposed scope of work, overall approach to the work and identification of any sub-consultants.

- 3.1.2 A "Project Management" section showing how the required Deliverables will be provided.
- 3.1.3 A "Fees and Costs" section showing a breakdown before applicable taxes.
"this section is to allow for a detailed cost analysis if applicable. If costing for the project is expected to be "fee for service only, then no need to elaborate with breakdown other than applicable taxes. The evaluation of the costing element of a project is always done from the amount before taxes.

Canadian Cattle Identification Agency will not pay or reimburse consultants for hospitality, food and incidental expenses, and such items should not be included in submissions.

- 3.1.4 A "Subcontractor Section", if the Proponent is proposing to employ a sub-contractor, describing the Proponent's arrangements with the subcontractor (and including a copy of the sub-contractor's Proposal to perform that portion of the work).
- 3.1.5 An "Experience Section" describing the Proponent's relevant experience, supported by illustrative material relating to past projects.
- 3.1.6 An "Appendix" showing the curricula vitae of professional staff of the Proponent and any sub-contractor.
- 3.1.7 A Registration Form (Appendix A), separate from the Proposal, signed by an authorized officer.
- 3.1.8 A Reference Form (Appendix B), separate from the Proposal, listing three persons for whom the Proponent has provided goods and/or services similar to the Deliverables within the past five years.

Part 4 – Evaluation of Proposals and Selection

4.1 Stage I – Compliance with Submission Criteria

Stage I of the evaluation process will consist of a review to determine which Proposals comply with all of the submission criteria of this RFP. Proposals that do not comply with all of the submission criteria, may, subject to the express and implied rights of Canadian Cattle Identification Agency, be disqualified and not evaluated further.

Submission requirements, which Proponents are requested to provide in their Proposals, are listed below.

4.1.1 Registration Form (Appendix A) – Mandatory

Each Proposal should include a Registration Form completed and signed by the Proponent.

In addition to the other information and representations made by each Proponent in the Registration Form, each Proponent must declare whether it has an actual or potential Conflict of Interest.

If, at the sole and absolute discretion of Canadian Cattle Identification Agency, the Proponent is found to be in a Conflict of Interest, Canadian Cattle Identification Agency may disqualify the Proposal submitted by the Proponent.

The Proponent, by submitting the Proposal, warrants that to its best knowledge and belief no actual or potential Conflict of Interest exists with respect to the submission of the Proposal or performance of the contemplated Agreement other than those disclosed in the Registration Form. Where Canadian Cattle Identification Agency discovers a Proponent’s failure to disclose all actual or potential Conflicts of Interest, Canadian Cattle Identification Agency may disqualify the Proponent or terminate any contract awarded to that Proponent pursuant to this procurement process.

4.1.2 Reference Form (Appendix B) – Mandatory

Each Proposal should include a Reference Form completed by the Proponent according to the instructions contained in that form. The name and telephone number of a contact person for each reference and a brief outline of the nature of the goods and/or services provided should be included.

Canadian Cattle Identification Agency, in its sole discretion, may confirm the Proponent's experience and/or ability to provide the Deliverables by checking the Proponent's references.

4.2 Stage II – General Criteria

Stage II of the evaluation process will consist of evaluating Proposals based on the following general criteria:

	Category	Weight
4.2.1	Experience, Skills, and Qualifications: Experience, satisfactory performance on similar completed projects. Number, qualifications and relevant experience of personnel to be assigned to the proposed team.	20
4.2.2	Proposal: The depth and detail of the Proposal, which indicates an understanding of the scope, size, and complexity of the Deliverables.	35
4.2.3	Service Management: The proponent’s management of the work, delegation of responsibility, work plans, cost control, reporting and quality control, and subcontracting arrangements.	20
4.2.4	Fees and Costs: The Proponent’s proposed fees and costs. All prices quoted shall be in Canadian Dollars. Prices shall also be quoted net of the Harmonized Sales Tax (HST) and any other federal or provincial taxes, if any, which may apply.	25

Canadian Cattle Identification Agency will not be limited to the criteria referred to above, and Canadian Cattle Identification Agency may consider other criteria that it identifies as relevant during the evaluation process. Canadian Cattle Identification Agency may apply the evaluation criteria on a

comparative basis, evaluating the Proposals by comparing one Proponent's Proposal to another Proponent's Proposal. All criteria considered will be applied evenly and fairly to all Proposals. In the event of a tie score, the selected Proponent will be determined on the basis of the Proponent with the highest rated score for pricing.

Canadian Cattle Identification Agency reserves the right and discretion to divide up the Deliverables, either by scope, geographic area, or other basis as Canadian Cattle Identification Agency may decide, and to select one or more Preferred Proponents to enter into discussion with Canadian Cattle Identification Agency for one or more Agreements to perform a portion or portions of the Deliverables. If Canadian Cattle Identification Agency exercises its discretion to divide up the Deliverables, Canadian Cattle Identification Agency will do so reasonably having regard for the RFP and the basis of Proposals.

In addition to any other provision of this RFP, Proposals may be evaluated on the basis of advantages and disadvantages to Canadian Cattle Identification Agency that might result or be achieved from Canadian Cattle Identification Agency dividing up the Deliverables and entering into one or more Agreements with one or more Proponents.

4.3 Stage III – Short List and Further Evaluation

Canadian Cattle Identification Agency may, in its sole and absolute discretion, short list one or more Proponents for further evaluation, including by way of interview, presentation and/or demonstration.

4.4 Stage IV – Selection of Preferred Proponent

At the conclusion of Stage III, a Preferred Proponent or Preferred Proponents may be selected.

4.5 Stage V – Negotiation of Agreement(s) and Award

If Canadian Cattle Identification Agency selects a Preferred Proponent or Preferred Proponents, then it may:

- 4.5.1 enter into an Agreement with the Preferred Proponent(s); or
- 4.5.2 enter into discussions with the Preferred Proponent(s) to clarify any outstanding issues and attempt to finalize the terms of the Agreement(s), including financial terms. If discussions are successful, Canadian Cattle Identification Agency and the Preferred Proponent(s) will finalize the Agreement(s); or
- 4.5.3 if at any time Canadian Cattle Identification Agency reasonably forms the opinion that a mutually acceptable Agreement is not likely to be reached within a reasonable time, give the Preferred Proponent(s) written notice to terminate discussions, in which event Canadian Cattle Identification Agency may then either open discussions with another Proponent or terminate the RFP and retain or obtain the Deliverables in some other manner.

Part 5 – Terms and Conditions of the RFP Process

5.1 General Information and Instructions

5.1.1 Timetable

The following is the schedule for this RFP:

Issue Date of RFP	May 10, 2019
Proponents – Deadline for Questions	May 24, 2019
Posting of Responses to Questions	June 7, 2019
Proposal Submission Deadline	June 14, 2019

The RFP timetable is tentative only and may be changed by Canadian Cattle Identification Agency in its sole discretion.

5.1.2 Proponents to Follow Instructions

Proponents should structure their Proposals in accordance with the instructions in this RFP. Where information is requested in this RFP, any response made in a Proposal should reference the applicable section numbers of this RFP where that request was made.

5.1.3 Proposals in English

All Proposals should be in English only. Any Proposals received by Canadian Cattle Identification Agency that are not entirely in the English language may be disqualified.

5.1.4 Canadian Cattle Identification Agency' Information in RFP Only an Estimate

Canadian Cattle Identification Agency and its advisors make no representation, warranty or guarantee as to the accuracy of the information contained in this RFP or issued by way of addenda. Any quantities shown or data contained in this RFP or provided by way of addenda are estimates only and are for the sole purpose of indicating to Proponents the general size of the work.

It is the Proponent's responsibility to avail itself of all the necessary information to prepare a Proposal in response to this RFP.

5.1.5 Proponents Shall Bear Their Own Costs

The Proponent shall bear all costs associated with or incurred in the preparation and presentation of its Proposal including, if applicable, costs incurred for interviews, presentations, or demonstrations.

5.2 Communication after Issuance of RFP

5.2.1 Proponents to Review RFP

Proponents are advised to examine all of the documents comprising this RFP and:

- a) are requested to report any errors, omissions, or ambiguities; and
- b) may direct questions or seek additional information,

in writing by email to abrunet-burgess@canadaid.ca on or before the Proponents' Deadline for Questions to Canadian Cattle Identification Agency Contact. All questions submitted by Proponents by email to Canadian Cattle Identification Agency Contact shall be deemed to be received once the email has entered into Canadian Cattle Identification Agency Contact's email inbox. No such communications should be directed to anyone other than Canadian Cattle Identification Agency Contact.

It is the responsibility of the Proponent to seek clarification from Canadian Cattle Identification Agency Contact on any matter it considers to be unclear. Canadian Cattle Identification Agency shall not be responsible for any misunderstanding on the part of the Proponent concerning this RFP or its process.

Canadian Cattle Identification Agency is under no obligation to provide additional information, but may do so at its sole discretion.

To ensure consistency and quality of information provided to Proponents, Canadian Cattle Identification Agency will collect all inquiries and respond to all inquiries by way of a written response that will be communicated to all Proponents, by sending an email if the RFP was not posted, on the date specified in Section 5.1.1, without revealing the sources of the inquiries.

5.2.2 All New Information to Proponents by Way of Addenda

This RFP will only be amended by an addendum in accordance with this section. If Canadian Cattle Identification Agency, for any reason, determines that it is necessary to provide additional information (including responses to questions) relating to this RFP, such information will be communicated to all Proponents by addenda emailed or transmitted by facsimile if the RFP was not posted, by the date specified in Section 5.1.1.

Each addendum shall form an integral part of this RFP.

Such addenda may contain important information including significant changes to this RFP. Proponents are responsible for obtaining all addenda issued by Canadian Cattle Identification Agency.

5.2.3 Post-Deadline Addenda and Extension of Proposal Submission Deadline

If any addendum is issued after the Deadline for Issuing Addenda, Canadian Cattle Identification Agency may at its discretion extend the Proposal Submission Deadline for a reasonable amount of time.

5.3 Submission of Proposals

5.3.1 Proposals Submitted Only in Prescribed Manner

Proposals should be submitted by the following method:

A Proponent must submit one original of the Proposal, with the Registration Form signed by an authorized representative of the Proponent, (prominently marked "Original") in a sealed package to:

RFP – Analysis of using Ultra High Frequency (UHF) Technology for Livestock Identification in Canada

Canadian Cattle Identification Agency
7646 – 8 Street NE
Calgary, AB
Canada T2E 8X4
Attention: General Manager

A Proponent may also email, to Canadian Cattle Identification Agency General Manager at abrunet-burgess@canadaid.ca, an electronic file of the Proposal including all mandatory appendices, with the Registration Form signed by an authorized representative of the Proponent.

5.3.2 Proposals Should Be Submitted on Time at Prescribed Location

Proposals should be submitted at the location set out above on or before the Proposal Submission Deadline. Proposals submitted to another location or after the Proposal Submission Deadline will be deemed late and may be disqualified. For the purpose of calculating time, Canadian Cattle Identification Agency clock at the prescribed location for submission will be used.

5.3.3 Amending or Withdrawing Proposals Prior to Proposal Submission Deadline

At any time prior to the Proposal Submission Deadline, a Proponent may amend or withdraw a submitted Proposal. The right of Proponents to amend or withdraw includes amendments or withdrawals wholly initiated by Proponents and amendments or withdrawals in response to subsequent information provided by addenda.

Any amendment should clearly indicate what part of the Proposal the amendment is intended to replace.

A notice of amendment or withdrawal should be sent to the Delivery Address prior to the Proposal Submission Deadline and should be signed by an authorized representative.

Canadian Cattle Identification Agency is under no obligation to return amended or withdrawn Proposals.

5.3.4 Proposal Not to Be Amended After Proposal Submission Deadline

Proposals may not be amended following the Proposal Submission Deadline.

5.3.5 **No Incorporation by Reference by Proponent**

The entire content of the Proponent's Proposal should be submitted in a fixed form and the content of web sites or other external documents referred to in the Proponent's Proposal will not be considered to form part of its Proposal.

5.3.6 **Canadian Cattle Identification Agency May Contact Proponent for Clarification**

Canadian Cattle Identification Agency may contact the Proponent to request clarification (or the submission of supplementary written information in relation thereto) with respect to the Proposal and incorporate a Proponent's response to the request for clarification into the Proponent's Proposal.

5.3.7 **Proposal to Be Retained by Canadian Cattle Identification Agency**

Canadian Cattle Identification Agency will not return the Proposal or any accompanying documentation submitted by a Proponent.

5.4 **Notification of Outcome**

5.4.1 **Notification to Proponents of Outcome of Procurement Process**

Once the Preferred Proponent(s) and Canadian Cattle Identification Agency execute the Agreement, the other Proponents will be notified by Canadian Cattle Identification Agency in writing of the outcome of the procurement process, including the name of the Preferred Proponent(s).

5.5 **General Guidelines**

5.5.1 **Prohibited Proponent Communications**

The Proponents shall not engage in any communication that would constitute or create a Conflict of Interest and should take note of the Conflict of Interest declaration set out in the Registration Form.

Communication by a Proponent with any Canadian Cattle Identification Agency representative other than Canadian Cattle Identification Agency Contact may result in disqualification of the Proponent's Proposal.

5.5.2 **Proponent Not to Communicate with Media**

A Proponent should not at any time directly or indirectly communicate with the media in relation to this RFP or any contract awarded pursuant to this RFP without first obtaining the written permission of Canadian Cattle Identification Agency Contact.

5.5.3 **Freedom of Information and Protection of Privacy Act**

The Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.F.31, as amended, applies to information provided to Canadian Cattle Identification Agency by a Proponent. Subject to Section 5.6.1(a), a Proponent should identify any information in its Proposal or any accompanying documentation that is supplied in confidence and for which confidentiality is to be maintained by Canadian Cattle Identification Agency. The confidentiality of such information will be maintained by Canadian Cattle Identification Agency, except as otherwise required by law or by order of a court or tribunal. Proponents are advised that their Proposals will, as necessary, be disclosed on a confidential basis to Canadian Cattle Identification Agency' advisers retained for the purpose of evaluating or participating in the evaluation of their Proposals.

By submitting any Personal Information requested in this RFP, Proponents are agreeing to the use of such information as part of the evaluation process, for any audit of this procurement process and for contract management purposes.

5.5.4 Make Public Proponent Names

Canadian Cattle Identification Agency may make public the names of any or all Proponents.

5.5.5 Acceptance of Non-Compliant Proposals

Canadian Cattle Identification Agency may accept Proposals that do not comply with the requirements of this RFP.

5.5.6 No Contract

By submitting a Proposal and participating in the process as outlined in this RFP, Proponents expressly agree that no contract or agreement of any kind is formed under, or arises from, this RFP, prior to the signing of a formal written Agreement.

5.5.7 Governing Law of RFP Process

This RFP process shall be governed by and construed in accordance with the laws of the Province of Alberta and the federal laws of Canada applicable therein.

5.5.8 Bid Protest Procedure

Proponents are encouraged to contact Canadian Cattle Identification Agency' General Manager to seek a resolution of any complaint prior to initiating a formal bid protest. Upon initial contact with Canadian Cattle Identification Agency' General Manager the proponent will have ten (10) business days in which to lodge a formal complaint in writing. If not received by that time, Canadian Cattle Identification Agency' General Manager will consider the issue resolved. Upon receiving a written complaint, Canadian Cattle Identification Agency' General Manager will discuss the matter and issue a timely response to the proponent. Any protest in writing that is not received in a timely manner will not be considered and the proponent will be notified in writing.

A protest in writing shall include the following:

- a) a specific identification of the provision and/or procurement procedure that is alleged to have been breached;
- b) a specific description of each act alleged to have breached the procurement process;
- c) a precise statement of the relevant facts;
- d) an identification of the issues to be resolved;
- e) the proponent's arguments and supporting documentation; and
- f) the proponent's requested remedy.

5.5.9 Bid Protest Procedure

If a proponent wishes to challenge the outcome of the RFP process, it should provide written notice to Canadian Cattle Identification Agency contact within sixty (60) days of notification of award, and Canadian Cattle Identification Agency will respond in accordance with its bid protest procedures.

Appendices

Appendix A - Registration Form

Name of Proponent:

TO:

Canadian Cattle Identification Agency

RE:

1.

Proponent Information

(a)

The full legal name of the Proponent is:

(b)

Any other relevant name under which the Proponent carries on business is:

(c)

The jurisdiction under which the Proponent is governed is:

(d)

The name, address, telephone, facsimile number and email address of the contact person for the Proponent is:

(e)

Whether the Proponent is an individual, a sole proprietorship, a corporation, a partnership, a joint venture, an incorporated consortium or a consortium that is a partnership or other legally recognized entity:

(f)

GST number:

2.

Not a Tender

The Proponent has carefully examined the request document and has a clear and comprehensive knowledge of the Deliverables required under the request document. The Proponent confirms its understanding that the request document is not a tender call and that no contractual relations are created between the CCIA and the Proponent as a result of the submission.

3.

Addenda

The Proponent confirms that it has read and accepted all addenda issued by the CCIA prior to the Deadline for Issuing Addenda. The onus remains on the Proponent to make any necessary amendments to its Proposal based on the addenda.

4.

Conflict of Interest

Prior to completing the portion of the Registration Form, Proponents should refer to the definition of Conflict of Interest set out in the request documents.

If the box below is left blank, the Proponent will be deemed to declare that: (1) there was no Conflict of Interest in preparing its submission; and (2) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the request document. Otherwise, if the statement below applies, check the box.

The Proponent declares that there is an actual or potential Conflict of Interest relating to the preparation of its Proposal, and/or the Proponent foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the request document.

If the Proponent declares an actual or potential Conflict of Interest by marking the box above, the Proponent must set out below details of the actual or potential Conflict of Interest:

5.

Disclosure of Information

The Proponent hereby agrees that any information provided in this submission, even if it is identified as being supplied in confidence, may be disclosed where required by law or if required by order of a court or tribunal. The Proponent hereby consents to the disclosure, on a confidential basis, of this submission by the CCIA to the CCIA's advisers retained for the purpose of evaluating or participating in the evaluation of this Proposal.

Representative

Name:
Title:
Signature:
Date (yy/mm/dd)

Appendix B - Reference Form

Each Proponent is requested to provide three references from clients who have obtained similar goods or services from the Proponent in the last five years as those requested in this request document.

Reference #1	
Company Name:	
Address:	
Contact Name:	
Telephone Number:	
Date Work Undertaken:	
Nature of Assignment:	

Reference #2	
Company Name:	
Address:	
Contact Name:	
Telephone Number:	
Date Work Undertaken:	
Nature of Assignment:	

Reference #3	
Company Name:	
Address:	
Contact Name:	
Telephone Number:	
Date Work Undertaken:	
Nature of Assignment:	

Appendix C - Description of Deliverables

Statement of Work

Analysis of Using Ultra High Frequency (UHF) Technology for Livestock Identification in Canada

1 Title

Analysis on Radio Frequency Identification (RFID) specifically looking at the benefits and challenges of using Ultra High Frequency (UHF) technology in livestock identification and traceability in Canada. Part of the analysis will include a review of recent UHF RFID research that has been conducted in livestock identification and possibly in relevant fields outside of agriculture, new and emerging UHF RFID technology, and the current status of UHF in livestock identification globally.

2 Background

Current state assessment

RFID technology has been around for many years but has only been widely adopted since the 1990's. The most common forms of RFID technology in animal identification are passive RFID tags and injectable transponders (tags with no internal power source) at low frequency (LF –125-134.2 kHz). A number of projects using UHF technology in ear tags for livestock have been undertaken within the last 10 years to demonstrate the technology for this purpose. In Canada, all the RFID animal indicators (tags) approved under the National Livestock Identification and Traceability program use ISO low frequency (LF) technology or visual numbering scheme.

Sought outcomes

1. Comparison of the positive and negative aspects of both the UHF and LF tags and reading equipment
2. Investigation into new and ongoing going research into UHF and other RFID technologies
3. SWOT analysis of LF and UHF related to animal identification
4. Implementation benefits and challenges of UHF if that technology were to become available (inter-operability between UHF and LF, phase out period, costs)
5. Current status of UHF use in livestock identification
6. Implementation of UHF technology plan

Issues

- Implementation of new technology platform.
- Standardization of numbering schemes and testing procedures available to support UHF in animal identification program

3 Deliverables

The deliverables from this initiative are as follows:

- A summary of the literature review of UHF RFID technology using multiple global source studies highlighting benefits and limitations of the technology presented in a report and table format;
- Bibliography with all sourced and cited studies, analysis, and findings;
- A summary of new commercial advancements in UHF technology presented in a report and infographic format;

- A report on current state of UHF technology use in livestock identification and, where applicable, in fields outside of livestock identification;
- Draft UHF technology implementation plan outlining cost, time lines and technology requirements. The plan should include challenges/solutions to make this technology feasible in the Canadian market place while also taking into consideration import and export requirements.
- Proposed implementation plan outlining cost, time lines and technology requirements.

The Project Authority (PA) for this project is:

Canadian Cattle Identification Agency

Schedule, duration of contract

The anticipated start date for this work is 10 business days after the Proposal Submission Deadline and is to be completed no later than by January 30, 2020.

Task	Deliverables
Activity 1 – Literature review of LF and UHF technology	<ul style="list-style-type: none"> • A summary of the literature review of UHF RFID technology using multiple global source studies highlighting benefits and limitations of the technology presented in a report and table format; • A summary of new commercial advancements in UHF technology presented in a report and infographic format; • A report current state of UHF technology use in livestock identification and, where applicable, in fields outside of livestock identification; and • Conclusion outlining the advantages and disadvantages of both technologies • Bibliography with all sourced and cited studies, analysis, and findings.
Activity 2 – Research and draft a UHF technology implementation plan for introducing new UHF technology into the Canadian Livestock identification market	Draft UHF technology implementation plan outlining cost, time lines and technology requirements. The plan should include challenges/solutions to make this technology feasible in the Canadian market place while also taking into consideration import and export requirements. Must include cost to industry sectors, potential for double reader technology, phase out time, tag retention, technology standards.

1. Place of Work

It is anticipated much of the work for this initiative will be completed off-site; however, will not be limited as such.

2. Security Clearance

Nil

3. Budget Estimate

The proposal must include a fixed price for the duration of the contract. The proposal submitted in response to this offer will not be returned. There will be no payment for any costs incurred in the preparation and submission of proposals and we reserve the right to negotiate changes in the proposals or to cancel the requirement at any time.

4. Acceptance

The conditions surrounding the acceptance of the deliverables include:

- The deliverables are subject to the approval of the Project Manager;
- The Project Manager and CFIA designate shall review draft copies of all documentation prior to final acceptance of delivery. The draft documentation shall be reviewed and returned for correction within five (5) working days of submission. Subsequently, corrections shall be completed within another five (5) working days, and the revised document returned to the Project Managers as a final submission for approval;
- Review and feedback by the project authority of deliverables presented by consultant, with corrective action requests for any deliverables incomplete partially or in whole;
- Provision corrected deliverables subject to re-review for compliance to requirements;
- All documents used to generate the deliverables shall be returned upon completion of the contract. The consultant shall not divulge or disseminate any reports, information, programs or documentation related to this work to any other person without prior written permission from the Project Manager; and
- All work carried out under the conditions of this statement of work shall be performed to the satisfaction of the Project Manager and CFIA designate. Should the work or any portion thereof, not be satisfactory, the Project Managers shall have the right of rejection, or to require its correction. Deliverables will be reviewed and signed off by the Project Manager prior to proceeding to each successive stage.