

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving - PWGSC / Réception des soumissions**  
**- TPSGC**  
**11 Laurier St. / 11, rue Laurier**  
**Place du Portage, Phase III**  
**Core 0A1 / Noyau 0A1**  
**Gatineau, Québec K1A 0S5**  
**Bid Fax: (819) 997-9776**

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Telecommunications Division / Division des  
Télécommunications  
Place du Portage, Phase III  
4th floor / 4e étage  
Core C1 / Noyau C1  
11 Laurier St. / 11 rue Laurier  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Managed Video Conference Service	
<b>Solicitation No. - N° de l'invitation</b> 82082-110701/B	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 82082-110701	<b>Date</b> 2012-03-01
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EF-711-23615	
<b>File No. - N° de dossier</b> 711ef.82082-110701	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-04-17</b>	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Harracksingh, Robbie	<b>Buyer Id - Id de l'acheteur</b> 711ef
<b>Telephone No. - N° de téléphone</b> (819) 934-0961 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

---

## SOLICITATION AMENDMENT 002

This Solicitation Amendment 002 is issued to:

- 1) Respond to Bidder's Questions;
- 2) Update Appendix A ro Annex A;
- 3) Update Annex B - Pricing Tables;
- 4) Add Annex C, which was omitted from the original Bid Solicitation Documents published 24 Jan 2012;
- 5) Provide the Performance Guarantee Form.

### **Bidder's Questions and Answers**

Questions in relation to this solicitation are being numbered and tracked by PWGSC as they are received. Questions and their responses are being provided, as the response is ready. Bidders are advised that questions and associated responses may be provided out of sequence. As an example, if responses to questions 1, 2, 3 and 5 are ready for issuance, those questions and their responses will be published in a solicitation amendment. The response to question number 4 would then be published at a later date as soon as its response is ready.

### **Question # 2:**

Annex A Section 7.5.2 a)The contractor must install CRTC-owned replacement hardware as and when required.

Please confirm that the hardware list provided in "Hardware Under Maintenance Pricing Table" is complete and includes age (in service date) and configuration so that appropriate costing and inventory can be included/factored in our response.

### **Answer # 2:**

The inventory listing provided in Annex B - "Hardware Under Maintenance Pricing Table" is complete. The actual/exact in service date of the equipment is not available but it is estimated that the projectors listed are approximately 5 years old, the Crestron panels 3 years old and all other equipment (Interpretation system, Switches, room speakers, amplifiers) are approximately 7 years old.

### **Question # 3:**

---

Annex A Section 7.5.2 a)The contractor must install CRTC-owned replacement hardware as and when required.

Please provide a complete list of CRTC owned replacement hardware including all information in "Hardware Under Maintenance Pricing Table" plus age (in service date), location and configuration.

**Answer # 3:**

The entire inventory listed in Annex B - "Hardware Under Maintenance Pricing Table" is presently in production. CRTC does not own any other equipment and there is no replacement hardware (spares). The reference to the Contractor installing CRTC-owned hardware is for the following. If there is an instance where a piece of equipment under maintenance is not repairable and CRTC is required to purchase a replacement item then, the Contractor must install the CRTC-owned replacement hardware.

**Question # 4:**

Annex A SOW - 7.5.1 In order to arrange the best pricing of our maintenance contracts with our suppliers, please indicate the latest date that this contract will start.

**Answer # 4:**

The latest that the Contract would start would be Jul 2012, although, it is anticipated that a Contract will be awarded in April 2012 with a Contract start date of 01 May 2012.

**Question # 5:**

Annex A SOW 7.1.9 iv): States the CRTC wants to ensure it has the latest stable versions of software for remote updates.

Will you please provide a definition of "latest stable version" since the latest(newest) versions of software are usually the least stable.

**Answer # 5:**

This statement only applies to the Polycom Video Conference units. For the Polycom VSX model units, the latest stable version of software is Version 9 and for the HDX model units the latest is Version 3.

**Question # 6:**

Annex B Pricing "Shared Conference Services" requires a pricing input for "Meet & Greet" although in the RFP there's no definition of this service so can the crown please clarify the service description?

**Answer # 6:**

---

"Meet and Greet" - A live operator will join the meeting as a videoconference participant, conduct a role call, provide a brief lesson on video etiquette, and then exit the conference.

**Question # 7:**

Annex B Pricing "Shared Conference Services" requires a pricing input for "Public Rooms" and "Contractor Rooms" although in the RFP there's no differentiation between Contractor and Public rooms so can the crown please clarify the description?

**Answer # 7:**

As and when requested the Contractor must provide off-site video conferencing services at sites (Public Rooms, Contractor Rooms) provided by the Contractor.

Public Rooms: Rooms where the Contractor will reserve sites/rooms in places such as Hotels, Conference Centers, Universities, etc. that contain equipped video conference salons.

Contractor Rooms: Equipped video conferencing salons (Rooms) that are owned, leased, managed, etc. directly by the Contractor.

**Question # 8:**

Annex B Pricing "Shared Conference Services" requires a pricing input for "Internet and Video Ports" although in the RFP there's no service definition of Internet port vs. Video Ports so can the crown please clarify the description?

**Answer # 8:**

Internet Port: To allow an outside site to connect to the CRTC private video conferencing LAN through a Contractor provided bridge service using Internet Protocol (IP).

Video Port: To allow an outside site to connect to the CRTC private video conferencing LAN through a Contractor provided bridging service using ISDN. The Additional Video Port is the same as the Additional ISDN Port requested in the Pricing Table. The Additional Video Port line item was deleted from the Pricing Table in Solicitation Amendment 002.

**Question # 9:**

Annex B Pricing "On Demand Services" requires a pricing input for "Extranet connect (B2B Ready) hosted Managed Bridge" although in RFP there's no definition of this service so can the crown please clarify the service description?

**Answer # 9:**

This is an extranet connecting to a "Business to Business" (B2B) mapped onto the public Internet or other external sites not accessible to the general public. The Contractor must provide a bridge operator through a Managed Bridge in order to make a connection outside of the private site

---

(CRTC) on an as and when requested basis. The CRTC MVS is mapped on a private network offering such protocols.

**Question # 10:**

Annex A SOW 10.3.2.

The Contractor must store all records, for a period of 12 months, in a secure location and make all records available for inspection by the TA, within 24 hour written notice to the Contractor.

Given the sensitivity and competitive nature of CRTC's information, please confirm that the definition of "a secure location" aligns with Government of Canada's Security policies and Privacy policies, specifically that "a secure location" must be an approved contractor-owned facility certified by the Government of Canada to meet Protected B security requirements.

**Answer # 10:**

A secure location must be aligned with Government of Canada's Security policies and Privacy policies, specifically that "a secure location" must be an approved contractor-owned facility certified by the Government of Canada to meet Protected B security requirements - Designated Off Site (DOS) certification.

**Question # 11**

Bid Solicitation, Section 7.26. Performance Guarantee

It is a condition of the Contract that the Contractor provide to Canada an unconditional and irrevocable guarantee of the performance and fulfillment of each and every obligation of the Contractor under the Contract. This guarantee must be in the form set out in Annex \_\_\_\_ (to be provided at contract award) and be executed under seal (if required by Canada) by \_\_\_\_\_. If the Contractor does not deliver the fully executed guarantee within 10 working days of the Contract being awarded, Canada may immediately terminate the Contract for default and will have no liability to the Contractor for any of the Work performed before that termination. Obtaining and delivering the signed guarantee within the time required is the sole responsibility of the Contractor.

To ensure potential bidders can fairly assess the risk, timeliness, and cost of providing a Performance Guarantee, please provide details of the form, content, amount, and structure of that Guarantee, including any restrictions on issuing agency, country of origin, and duration.

**Answer # 11:**

Canada anticipates that the form of Performance Guarantee, if required, would be essentially as attached. It would not be limited to a fixed dollar amount, nor to a specific duration, as it would be tied to all the obligations of the contractor pursuant to the resulting contract. Delivery of the Guarantee would be a condition precedent to the award of any contract for which a performance guarantee was required. The Guarantee would be required to be subject to the laws of one of

---

Canada's provinces and its federal laws but, provided the guarantor had the capacity, the guarantor could be a foreign corporation, for example.

**Question # 12:**

Annex A, SOW 9.8.5

The Contractor must manage the transfer of all information and coordinate all required communication with the previous MVS supplier. CRTC will not mediate between the Contractor and the previous supplier(s).

In order ensure fair and transparent procurement, and to allow potential bidders to assess the risk during Transition, please provide potential bidders with the contractual obligations of the current supplier with respect to their commitments to provide Transitional Services to any new supplier awarded this Solicitation No. - 82082-110701/B

**Answer # 12:**

As per the current Contract, Transition Services at the end of the Contract Period is addressed as follows.

"The Contractor agrees that, in the period leading up to the end of the Contract period and for up to 3 months afterwards, it will make all reasonable efforts to assist Canada in the transition from the Contract to a new Contract with another supplier. The Contractor agrees that there will be no charge for these services."

If required, CRTC will coordinate transition activities between the successful Bidder (new Contractor) and the previous Contractor

**Question # 13:**

Appendix A to Annex A, Pricing Table for "In-Conference Operator Assistance (Contractor Shared or CRTC Dedicated Bridge)".

The table requests a price for "Public Room - After Hours", "Public Room - Normal Hours", "Contractor Room - After Hours", "Contractor Room - Normal Hours". Each requested price is "Per Use Rate".

To ensure fair evaluation among bidders, does the Government have any time-related definition of "per-use" (eg: per-use = per-hour, per-day, what about multi-day sessions?).

**Answer 13:**

The Crown assumes that the Bidder's question refers to Annex B, Pricing Table for "In-Conference Operator Assistance (Contractor Shared or CRTC Dedicated Bridge)".

The "Per use Rate" for Public and Contractor Rooms both Normal and After Hours shall be based on an hourly rate. The pricing tables will be updated in Solicitation Amendment 002 to reflect an hourly rate.

**Question # 14 & 15:**

PWGSC has received two requests to extend the Bid Solicitation closing date, one request was to extend to March 30th, 2012 and the second was to extend to April 20th, 2012.

**Answer # 14 & # 15:**

PWGSC agrees to extend the closing date until April 17, 2012. Bidders should budget their time accordingly and submit any questions as soon as possible, as PWGSC does not intend to grant any further extensions for this requirement. Although the bid closing is being extended, the date for submitting questions is only being extended to March 16, 2012. Therefore, bidders should submit all questions by this time. Canada does not commit to answer questions received after March 16, 2012.

Canada acknowledges that certain questions received by PWGSC have not yet been published with answers.

**2) Update Appendix A to Annex A**

Due to changes in locations for the Winnipeg, Regina and Vancouver CRTC offices;

Replace Appendix A to Annex A with the attached document entitled Appendix A to Annex A (rev 1).

**3) Update Annex B - Pricing Tables**

Due to changes to Annex B - Pricing Tables - Shared Services Tab;

Replace Annex B - Pricing Tables with the attached document entitled Annex B - Pricing Tables (rev1).

**4) Add Annex C**

See attached Annex C.

**5) Provide a Performance Guarantee Form**

See attached Performance Guarantee Form

**All other terms and conditions of the Bid Solicitation remain unchanged.**

## Appendix A to Annex A (rev 1)

Sollicitation No. - N° de l'invitation  
82080-110701

Amd. No - N° de la modif.

Buyer ID - Id de l'acheteur  
711ef

Client Ref. No. - N° de réf. du client  
No./N° VME  
82082-110701

File No. - N° du dossier

CCC No./N° CCC - FMS

711ef82082-110701

### Appendix A to Annex A: CRTC Locations

Ref. #	CRTC Location	Address	City	IP Address
098638	Calgary	Home Office * Office BR-Suite 403, 100 4 <sup>th</sup> Ave. SW Office – Suite 403, 100 4 <sup>th</sup> Ave. SW	Calgary, AB	10.137.140.90 10.137.140.138 10.137.140.138
098010	Dartmouth - Boardroom	99 Wyse Road, Suite 1410	Dartmouth, NS	10.137.140.19
068335	Dartmouth	Home Office *	Dartmouth, NS	10.137.140.18
097476	Gatineau – English	Les Terrasses de la Chaudière, 1 Promenade du Portage	Gatineau, PQ	http://10.137.140.114
097478	Gatineau – Floor			10.137.140.116
097477	Gatineau - French			10.137.140.115
099442	Gatineau			10.137.140.119
099436	Gatineau – Room 421			10.137.140.118
099435	Gatineau – Room 708			10.137.140.117
097073	Gatineau Room 577			10.137.140.120
	Gatineau			10.137.140.121
097074	Montreal			205 Viger Ave. West, Suite 504
	Montreal - Boardroom	10.137.140.35		
098007	Regina	2220 12 <sup>th</sup> Avenue, Suite 620	Regina, SK	10.137.140.58
	Regina - Boardroom			10.137.140.59
097075	Toronto	55 St. Clair Avenue East, Suite 624	Toronto, On	10.137.140.82
	Toronto - Boardroom			10.137.140.83
098889	Toronto – Home Office	Home Office *	Toronto, On	10.137.140.10
092590	Vancouver - Boardroom	858 Beatty Street , Suite 290	Vancouver, BC	10.137.140.66
				10.137.140.67
093207	Winnipeg	360 Main Street, Suite 970	Winnipeg, MB	10.137.140.50
	Meeting Room 1 (virtual meeting room)			
	Meeting Room 2 (virtual meeting room)			

\* **NOTE:** Home Office address will be provided to the Contractor by the CRTC within 5 working days after Contract award.

ANNEX B (rev 1) - Pricing Tables  
Summary

<b>Total Summary Prices</b>	
<b>Item</b>	<b>Evaluation Price</b>
Total Shared Conference Services	\$0.00
Total Maintenance Pricing	\$0.00
Technician Hourly Rate	\$0.00
Total On Demand Services - Monthly Recurring Charges	\$0.00
<b>Total Assessed Price</b>	<b>\$0.00</b>

*NB This page will be automatically completed when the Maintenance Pricing, Shared Conference Services and Monthly Recurring Charges tabs are completed.*

<b>Shared Conference Services</b>	
<b>Description</b>	<b>Per Use Rate</b>
<b>Scheduled Conferences on Contractor's Shared Bridges</b>	
Video Port <= 384 kbps IP (per port hour)	\$0.00
Video Port <= 384 kbps ISDN (per port hour)	\$0.00
Video Port > 384 <= 512 kbps IP (per port hour)	\$0.00
Video Port > 384 <= 512 kbps ISDN (per port hour)	\$0.00
Video Port 512 <= 1024 kbps IP (per port hour)	\$0.00
Video Port > 1024 <= 2048 kbps IP (per port hour)	\$0.00
Audio Port (per port hour)	\$0.00
<b>Scheduled Conferences on CRTC's Dedicated Bridge</b>	
Connection Charge (per operator connected call)	\$0.00
Scheduling Charge - Internal CRTC Room (per room)	\$0.00
Scheduling Charge - Public Room (per room)	\$0.00
<b>In-Conference Operator Assistance (Contractor Shared or CRTC Dedicated Bridge)</b>	
Dedicated Operator (per minute)	\$0.00
Meeting Archive - DVD	\$0.00
Meeting Archive - VHS	\$0.00
Long Distance Toll Charge, North America (per minute)	\$0.00
Meet and Greet	\$0.00
Public Room - After Hours (per hour)	\$0.00
Public Room - Normal Hours (per hour)	\$0.00
Contractor Room - After Hours (per hour)	\$0.00
Contractor Room - Normal Hours (per hour)	\$0.00
<b>Other Related Services</b>	
Endpoint Certification (per new video endpoint)	\$0.00
Additional IP port capacity, in increments of 24 ports, as requested by the CRTC (as per SOW 7.1.3.b)	\$0.00
Additional ISDN Port, as and when requested through the Service Desk, per port hour (as per SOW 7.4.3)	\$0.00
Additional Voice Port, as and when requested through the Service Desk, per port hour (as per SOW 7.4.3)	\$0.00
Additional Internet Port, as and when requested through the Service Desk, per port hour (as per SOW 7.4.3)	\$0.00
<b>Total for Evaluation Purposes</b>	<b>\$0.00</b>

### Hardware Under Maintenance Pricing Table

<u>Description</u>	<u>Make</u>	<u>Model</u>	<u>Serial Number</u>	<b>Monthly Per Unit Price</b>
<b>SRT</b>				
Interpretation unit	Brahler	infracom mst8d	344	\$0.00
Mixer digital	Polycom	Vortex EF2280	D2064 7701151	\$0.00
Mixer digital	Polycom	Vortex EF2280	D2074 170229C	\$0.00
Mixer digital	Polycom	Vortex EF2280	D2075 070256C	\$0.00
Mixer digital	Polycom	Vortex EF2280	D2075 0702651	\$0.00
Mixer digital	Polycom	Vortex EF2280	D2075 0702583	\$0.00
Mixer digital	Polycom	Vortex EF2280	D2081 7702912	\$0.00
Power amp.	QSC	CX254	60453263	\$0.00
Power amp.	QSC	CX302	70452715	\$0.00
Switcher	Crestron	AV 2		\$0.00
Videoconference unit	Polycom	VSX 8000	075 C7F	\$0.00
Videoconference unit	Polycom	VSX 8000	075 CBC	\$0.00
Videoconference unit	Polycom	VSX 8000	075 CE9	\$0.00
A/V matrix switcher	Extron	MAV series		\$0.00
Multigraphic processor	Extron	MGP 464	AO2RBCA E 17891 WO 1348'	\$0.00
Switcher	Extron	crosspoint 450 plus		\$0.00
Network switch	Cisco systems	3560 series poE-24	CAT 11127J6P	\$0.00
Interface	Crestron	RS/232/422		\$0.00
Interface	Crestron	RS/232/422		\$0.00
Video amplifier	Extron	Vga distribution amplifier		\$0.00
Touch panel	Crestron	TPS 17W		\$0.00
Interpretation unit	Brahler	DOL7/2E	1633	\$0.00
Television	Samsung	PPM63MSHBX/XXA	D763H1FLA00222X	\$0.00
Television	Samsung	PPM63MSHBX/XXA	D763H1FLA00221D	\$0.00
Television	Samsung	PPM42M6SBX/XAA	AFLHCSL600035D	\$0.00
Television	Samsung	PPM42M6SBX/XAA	AFLHCSL800006F	\$0.00
Television	Samsung	PPM42M6SBX/XAA	AFLHCSL6B0003L	\$0.00
Projector	Sharp	XG P25		\$0.00
Touch panel	Crestron	TPS 4500		\$0.00
Infrared radiator	Brahler	HLN 82 B	1556	\$0.00
Infrared radiator	Brahler	HLN 82 B	1555	\$0.00
Speakers	Tannoy	I7 white	40988P	\$0.00
Speakers	Tannoy	I7 white		\$0.00
Speakers ceiling	JBL	6.5Inches(12 units)		\$0.00
Speakers ceiling		square 6x8		\$0.00
Microphone neck	AKG	GN30E(23 units)		\$0.00
Microphone neck	AKG	GN50E(5 units)		\$0.00
Microphone capsule	AKG	CK 31(28 units)		\$0.00
Infrared receiver	Brahler	IR12(27 units)		\$0.00
Charger	Brahler	TK50	2041	\$0.00
<b>Room 708</b>				
Power amplifier	Rolls	RA200	241592	\$0.00
Videoconference unit	Polycom	VSX 8000	06CDD7	\$0.00
Controller	AMX	AXCENT3		\$0.00
Presentation switcher	Inline	SWP 123		\$0.00
RF Receiver	AMX	AXR 8F		\$0.00

Touch panel	AMX	APPENDIX B (rev 1) - Pricing Tables	96102 s 4122 542	\$0.00
Camera	Polycom	Hardware Under Maintenance	0222AA	\$0.00
Projector	Mitsubishi	WD2000		\$0.00
<b>Room 730</b>				
Projector	Sharp	Notevision		\$0.00
<b>Room 577</b>				
	Polycom	Vsx 3000	5.00E+139 E28273	\$0.00
<b>Room</b>				
	Polycom	V700	07EA86	\$0.00
<b>Room 421</b>				
Projector	Mitsubishi	wd2000		\$0.00
Video switcher	Extron	sw4 rgbhwa	a0510tye18962do4242wo	\$0.00
Media processor	Crestron	mp2e		\$0.00
Power amplifier	Bi amp	cpa130	E30700344	\$0.00
Videoconference unit	Polycom	vsx8000	0934b4	\$0.00
Touch panel	Crestron	tpmc-8x	2651192	\$0.00
Router	Cisco	wrt54g2v1	csv01h4k9596	\$0.00
<b>Montreal</b>				
Videoconference unit	Polycom	VSX3000	071F73	\$0.00
Videoconference unit	Polycom	V700	98563	\$0.00
<b>Toronto</b>				
Videoconference unit	Polycom	V700 (boardroom)	09855D	\$0.00
Videoconference unit	Polycom	VSX3000	071F69	\$0.00
<b>Toronto (home office)</b>				
Videoconference unit	Polycom	V700	7E60C2	\$0.00
<b>Vancouver</b>				
Videoconference unit	Polycom	VSX7000	0875F1	\$0.00
Videoconference unit	Polycom	VSX3000	071F3D	\$0.00
<b>Dartmouth</b>				
Videoconference unit	Polycom	VSX3000	071F67	\$0.00
Videoconference unit	Polycom	VSX3000	08357B	\$0.00
<b>Winnipeg</b>				
Videoconference unit	Polycom	VSX3000	03F608	\$0.00
<b>Regina</b>				
Videoconference unit	Polycom	VSX3000	3711B1	\$0.00
Videoconference unit	Polycom	V700	859CCD	\$0.00
<b>Calgary (home office)</b>				
Videoconference unit	Polycom	VSX3000	1D93N1	\$0.00
<b>Calgary</b>				
Videoconference unit	Polycom	VSX3000	071F7B	\$0.00
Videoconference unit	Polycom	QDX 300	Q6111BE5E4637DC	\$0.00
<b>Total Firm, All-Inclusive Monthly Maintenance and Support Fee</b>				<b>\$0.00</b>
<b>Hourly Rate for Installation of Hardware (as per SOW 7.5)</b>				<b>\$0.00</b>

ANNEX B (rev 1) - Pricing Tables  
On Demand Services

<b>On Demand Services - Monthly Recurring Charges</b>				
Description	SOW Reference*	Quantity	Unit Price	Total Per Month Rate
Extranet connected (B2B ready) hosted managed bridge.	7.2	1	\$0.00	\$0.00
Proactive endpoint configuration, monitoring, support and management for Extranet connected (B2B ready) video systems.	9.3	20	\$0.00	\$0.00
IP phone number service for Extranet connected (B2B ready) video systems.	7.1.2 (7.1.2.1)	20	\$0.00	\$0.00
Contractor IP Lines - WAN L3 VPN - 1.5MBPS (or greater) for CRTC Regional Office/User Endpoints	7.1.5	9	\$0.00	\$0.00
Contractor IP Lines - WAN L3 VPN - 10MBPS (or greater) for CRTC HQ Endpoints	7.1.5	1	\$0.00	\$0.00
<b>Total Monthly Recurring Charges</b>				<b>\$0.00</b>

*\*These references are included for information purposes only. Details of a specific line item may be contained in multiple sections of the Statement of Work. Regardless of the reference quoted here, the entire SOW must be considered.*



Contract Number / Numéro du contrat 82082-11-0701
Security Classification / Classification de sécurité

**SECURITY REQUIREMENTS CHECK LIST (SRCL)  
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

**PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE**

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine C.R.T.C.		2. Branch or Directorate / Direction générale ou Direction INFORMATICS	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail VIDEO CONFERENCE OPERATOR - MANAGE THE OPERATIONS OF VIDEO CONFERENCE (SRT0 - VIDEO BRIDGE - PROTECTED B			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non	<input checked="" type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	



Contract Number / Numéro du contrat 82082-11-0701
Security Classification / Classification de sécurité

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |                                                                             |                                                                 |                                                     |                                                                  |
|-----------------------------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |                                                                 |                                                     |                                                                  |

Special comments:  
Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?  No / Non  Yes / Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?  No / Non  Yes / Oui

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?  No / Non  Yes / Oui



Contract Number / Numéro du contrat 82082-11-0701
Security Classification / Classification de sécurité

**PART C - (continued) / PARTIE C - (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINIE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens / Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? / La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". / Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED? / La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). / Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

## PERFORMANCE GUARANTEE

THIS GUARANTEE is made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2012

BETWEEN:

**HER MAJESTY THE QUEEN** in right of Canada (“**Canada**”)  
as represented by  
Public Works and Government Services Canada

AND:

\_\_\_\_\_ (the “**Guarantor**”),  
a corporation/partnership, etc. with a place of business at ...

GIVEN THAT:

- A. \_\_\_\_\_ (the “**Contractor**”) has agreed to perform [the work under the contract would be described generally] for \_\_\_\_\_ under the terms and conditions of a contract (the “**Contract**”) to be entered into with Canada; and
- B. this Guarantee is a condition of the Contract.

THE PARTIES AGREE as follows:

1. In this Guarantee:
  - a) with respect to the Contractor, the term “**obligation**” includes but is not limited to all its commitments, certifications, representations, and warranties, as well as the liability to pay any damages to Canada in relation to the Contract; and
  - b) the term “**Contract**” includes any amendment or extension of the Contract agreed to between Canada and the Contractor after the date of this Guarantee, regardless of whether notice is given to the Guarantor.
2. The Guarantor unconditionally and irrevocably guarantees the performance and fulfillment of every obligation of the Contractor relating to the Contract.
3. The Guarantor acknowledges that Canada issuing the Contract to the Contractor is good and valuable consideration for this Guarantee.
4. If the Contractor fails to perform or otherwise satisfy any of its obligations related to the Contract, immediately after receiving a written demand from Canada, the Guarantor must perform or satisfy, or arrange for the performance or satisfaction of, all outstanding obligations of the Contractor. The Guarantor’s obligations under this Guarantee are as a primary obligor and not only as a surety. Canada is not required to resort to or exhaust any recourse that it may have against the Contractor or any other person before being entitled to make claim against the Guarantor under this Guarantee.

5. No dealings of any kind between Canada and the Contractor will affect the Guarantor's obligations under this Guarantee, regardless of whether the Guarantor has consented or been given notice. In particular, but without limitation, Canada may grant any indulgence, release, postponement or extension of time, waive any term or condition of the Contract or any obligation of the Contractor, take or release any securities or other guarantees for performance, and otherwise deal with the Contractor and any other person as Canada sees fit, without affecting the Guarantor's liability under this Guarantee.
6. This Guarantee will not be affected by any of the following, regardless of whether the Guarantor has consented or been given notice:
  - a) the Contractor assigning the Contract, issuing any subcontract, or dealing with any third party in relation to the Contract;
  - b) any corporate changes to or reorganization of the Contractor, regardless of whether there is a change in ownership or control of the Contractor; a "reorganization" includes but is not limited to an amalgamation, merger, consolidation, or arrangement;
  - c) the bankruptcy or insolvency of the Contractor; or
  - d) any agreement or decision made by the Contractor affecting its business or operations, including the disposition of any of its assets.
7. If any determination that is binding on the Contractor is made by a court or other body of competent jurisdiction in relation to the Contract, or any settlement is reached between the Contractor and Canada, these are also immediately binding on the Guarantor.
8. The Guarantor agrees that no equitable defences or any claims, including any right of set-off or counterclaim, that the Guarantor may have against Canada or any other person will affect the Guarantor's liability under this Guarantee.
9. Nothing other than the performance in full of all of the obligations of the Contractor related to the Contract will result in the Guarantor being discharged from this Guarantee.
10. Demands under this Guarantee may be made by Canada from time to time. There are no conditions precedent to Canada making a demand under this Guarantee.
11. No delay by Canada in exercising any options, powers or rights under this Guarantee will be considered a waiver. No waiver by Canada will be valid unless it is in writing and signed by Canada's Contracting Authority named in the Contract. Any valid waiver will apply only with respect to the specific instance involved, and will not constitute a waiver regarding any future circumstances.
12. This Guarantee is in addition to, and without prejudice to, any other security or guarantee held by Canada at any time, as well as any other rights or remedies that Canada might have against the Contractor or against the Guarantor. Canada's loss of or failure to obtain, perfect, or maintain any security it holds will not discharge, limit, or reduce the

Guarantor's liability under this Guarantee, regardless of whether this is the result of Canada's negligence or fault.

13. Canada may give notice and make any demands to the Guarantor by writing to the address that appears on page one of this Guarantee.
14. This Guarantee is binding on the Guarantor, its assigns, and its successors, including successors resulting from one or more amalgamations.
15. This Guarantee will be governed by and interpreted in accordance with the laws of the Province of \_\_\_\_\_ and the federal laws of Canada.

AS EVIDENCE OF THE PARTIES' AGREEMENT, this Guarantee has been signed, sealed and delivered on behalf of Canada by authorized representatives of Public Works and Government Services Canada, and by the Guarantor's authorized representative(s).

**PUBLIC WORKS AND GOVERNMENT  
SERVICES CANADA,**  
by its Authorized Signatories

\_\_\_\_\_  
Title: Corporate Secretary  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Title: Contracting Authority  
Print Name: \_\_\_\_\_

**GUARANTOR**  
by its Authorized Signatory(ies)

\_\_\_\_\_  
Title: \_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Title: \_\_\_\_\_  
Print Name: \_\_\_\_\_