

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
Pacific Region
800 Burrard Street, 12th Floor
800, rue Burrard, 12e étage
Vancouver, B. C.
V6Z 2V8
Bid Fax: (604) 775-7526

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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

Comments - Commentaires

Title - Sujet Dental Services	
Solicitation No. - N° de l'invitation 21807-130002/A	Date 2012-08-24
Client Reference No. - N° de référence du client 21807-130002	
GETS Reference No. - N° de référence de SEAG PW-\$XSB-005-6778	
File No. - N° de dossier XSB-2-35083 (005)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-10-02	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Armstrong, Wendy	Buyer Id - Id de l'acheteur xsb005
Telephone No. - N° de téléphone (604) 775-7691 ()	FAX No. - N° de FAX (604) 775-7526
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA VARIOUS LOCATIONS SEE HEREIN British Columbia V2S5X7 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Pacific
Region
800 Burrard Street, 12th Floor
800, rue Burrard, 12e étage
Vancouver, BC V6Z 2V8

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

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Debriefings

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Enquiries - Bid Solicitation
4. Applicable Laws

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Code of Conduct Certifications - Consent to a Criminal Record Verification
2. Certifications Precedent to Contract Award

PART 6 - SECURITY, INSURANCE

1. Security Requirement
2. Insurance Requirements

PART 7 - RESULTING CONTRACT CLAUSES

1. Statement of Work
2. Standard Clauses and Conditions
3. Security Requirement
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
8. Certifications
9. Applicable Laws
10. Priority of Documents
11. Insurance

List of Annexes:

Annex "A"	Statement of Work
Annex "B"	Basis of Payment
Annex "C"	Security Requirements Check List
Annex "D"	Insurance Requirements
Annex "E"	Rated Requirement
Annex "F"	Form PWGSC-TPSGC 572 Task Authorization

PART 1 - GENERAL INFORMATION

1.1. Introduction

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

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

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements Checklist, the Insurance Requirements, the Task Authorization Form 572 and any other annexes.

1.2. Summary

Every inmate shall be provided, in accordance with current directives, with the essential medical and dental care that he requires. (*Corrections and Conditional Release Act*)

This contract is for the provision of essential Dental Services to offenders incarcerated in a Federal Institution. For security reasons it is impractical to take each offender to a private dental office in the community. To meet the obligation as stipulated in the *Corrections and Conditional Release Act*, Her Majesty enters into a personal service contract for provision of the dental service in the Health Service Centre of the institution.

The Contractor is responsible for the provision of general dental services to the inmates and to establish preventative dental programs as per Annex A Statement of Work.

Dentists are required for the following institutions:

Regional Treatment Centre; Rehabilitation Centre; Matsqui Institution; Kent Institution; Mountain Institution; and Mission Institution. (Addresses to found in Annex A)

Multiple contracts may be issued. Assuming a sufficient number of bids determined to be fair value to the Crown are received, up to six contracts may be awarded to six different suppliers that are determined to be fair value to the Crown. Each bidder may bid on one institute or more than one institute.

There is a security requirement associated with this requirement. For additional information, consult Part 4 - *Evaluation Procedures and Basis of Selection*, and Part 6A - *Standing Offer*. Offerors should consult the "[Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders](http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31)" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site;

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

Solicitation No. - N° de l'invitation

21807-130002/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

xsb005

Client Ref. No. - N° de réf. du client

21807-130002

File No. - N° du dossier

XSB-2-35083

CCC No./N° CCC - FMS No/ N° VME

1.3. Debriefings

After contract award, 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 of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

2.1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the

(<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 (2012-07-11) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

2.3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10_) 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 questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies 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.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1. Bid Preparation Instructions

Section I: Technical Bid (_3_ hard copies)

Section II: Financial Bid (_1_ hard copy)

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Section III: Certifications (_1_ hard copy)

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 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 (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders are encouraged to:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and/or 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 demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

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

Section II: Financial Bid

- 1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex B. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Section III: Certifications

Bidders must submit the certifications 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

Proposed personnel (Dentist(s) and Dental Assistant(s)) must be actively registered in their Professional associations for the province of British Columbia. Copy of Physician's license to be provided.

4.1.1.2. Code of Conduct Certifications - Consent to a Criminal Record Verification

Bidders must submit with their bid, by the bid solicitation closing date:

- (a) a complete list of names of all individuals who are currently directors of the Bidder;
- (b) a properly completed and signed form Consent to a Criminal Record Verification (PWGSC-TPSGC 229), for each individual named in the list.
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/229-eng.html>

1.1.2 Point Rated Technical Criteria

The bidder should describe (in no more than 5 pages), without repeating or paraphrasing the contents of the Request for Proposal, how they meet the following criteria:

- a) 5 or more years of experience as a Dentist Practitioner 25 points
(no experience = 0 points; less than 1 year experience = 5 points,
1 year or more but less than 3 years = 15 points; 3 years or more
but less than 5 years = 20 points; and 5 years or more = 25 points)
- b) Identification of a plan for emergency after hour dental care requirements 15 points
- c) Education; post secondary; certificates, related courses, or continuing education within the last 3 years, related to the Statement of Work (5points for each example to a maximum of 15) 15 points
- d) Experience with dealing effectively with marginalized populations.
(0-1 year= 0 points; 2-3 years= 5 points; 4-5 years = 10 points;
more than 5 years = 15 points
- e) ability to work in a team concept for the delivery of services 30 points

4.2 Financial Evaluation

The offerors must submit their price information as detailed in Annex "B" Basis of Payment. Failure to do so will result in your proposal being considered non-responsive and not considered for award.

- 4.2.1** The price of bids will be evaluated in Canadian dollars, Goods and Services Tax (GST) excluded, FOB destination for goods, Customs duties and Excise taxes included. The

prices in Annex B will be multiplied by the percentages. These percentages will be used to determine a "blended rate" for price evaluation purposes.

4.3. Basis of Selection

The selection of offerors will be based on best value as determined by a ratio of 60% points from the technical evaluation to 40% points based on the price (See Annex "B"). The highest technical score will receive the maximum points of 60 and the others prorated accordingly. The lowest price score (must be technically acceptable) will receive the maximum points of 40 and the others prorated. The highest total score when adding the technical points and the price rate points will be considered as representing best value.

i.e.)

Example of Best Value Determination

Assuming three valid bids are received (each meets the minimum required technical score - and mandatory requirements, where applicable), and maximum technical score is 100 points.

Using a ratio of 60% technical vs. 40% price rate:

Details:

	Bid #1	Bid #2	Bid #3
Technical:	88 points	82 points	76 points
Price	\$30/hr	\$28/hr	\$24/hr

Calculation:

Bidder	Technical Points	Price Points	Total Points
Bid #1	88 X 60 = 60.00 * 88	**24 X 40 = 32.00 30	92.00 points
Bid #2	82 X 60 = 55.91 88	24 X 40 = 34.29 28	90.20 points
Bid #3	76 X 60 = 51.82 88	24 X 40 = 40 24	91.82 points

* Highest technical score.

** Lowest price rate (and technically acceptable)

Award to Bid #1 (Highest total score taking into consideration technical and blended rate.)

Note:

The above is only an example to show mathematically how the relationship between technical and rate will be handled. The rates indicated DO NOT REPRESENT AN ESTIMATE OF THE RATES ASSOCIATED WITH THIS PARTICULAR REQUIREMENT.

4.4 Multiple Contracts

Up to six contracts may be issued for this requirement. One contract will be awarded for each institute. Bidders may bid on one institute or more than one institute. Award will be based on the highest total score per institute. Each institute will be evaluated separately.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

5.1. Code of Conduct Certifications - Consent to a Criminal Record Verification

5.1.1 Bidders must submit with their bid, by the bid solicitation closing date:

- (a) a complete list of names of all individuals who are currently directors of the Bidder;
- (b) a properly completed and signed form (PWGSC-TPSGC 229), for each individual named in the list.

5.1.2 Federal Contractors Program - Certification

Federal Contractors Program for Employment Equity - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

3. The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- (a) () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;

- (b) () is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;

(c) () is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;

(d) () is subject to the FCP, and has a valid certificate number as follows:
 _____ (e.g. has not been declared an ineligible contractor by HRSDC.)

Further information on the FCP is available on the HRSDC Web site.

5.1.3 Worker's Compensation

The Offeror certifies that the workers are covered by the Worker's Compensation during the period of the Standing Offer and the entire period or any call-up against the standing offer, in accordance with the labour laws for British Columbia."

5.1.4 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and

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

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability.

5.1.5 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**6.1. Security Requirement**

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, bidders should consult the "" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

6.2. Insurance Requirements

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex "D".

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1. Statement of Work

Every inmate shall be provided, in accordance with the current CSC directives, with the essential medical and dental care that he requires. (*Corrections and Conditional Release Act*)

This Contract is for the provision of essential dental services to inmates incarcerated in a Federal Institution. For security reasons it is impractical to take each inmate to a private dental office in the community. To meet the obligation as stipulated in the *Corrections and Conditional Release Act*, Her Majesty enters into a personal service contract for the provision of dental service in the Health Service Centre of the institution.

The Contractor is responsible for the provision of general dental services to the inmates and to establish preventative dental programs as per Annex A Statement of Work.

7.1.2 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.2.1 Task Authorization Process

1. The Project Authority will provide the Contractor with a description of the task using the " Task Authorization Form" for non-DND clients attached at Annex D.

2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.

3. The Contractor must provide the Project Authority, within _3_ calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.

4. The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.2.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$25,000.00, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

7.1.2.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 5%.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.

4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

7.1.2.4 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;
 2nd quarter: July 1 to September 30;
 3rd quarter: October 1 to December 31; and
 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 10 calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- (i) the authorized task number or task revision number(s);
- (ii) a title or a brief description of each authorized task;
- (iii) the total estimated cost specified in the authorized Task Authorization (TA) of each task, GST or HST extra;
- (iv) the total amount, GST or HST extra, expended to date against each authorized task;
- (v) the start and completion date for each authorized task; and
- (vi) the active status of each authorized task, as applicable.

For all authorized tasks:

- (i) the amount (GST or HST extra) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (ii) the total amount, GST or HST extra, expended to date against all authorized Task.

7.2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisitions Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2035 (2012-07-16), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.3 Security

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. The Contractor/Offeror MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - (b) Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the contract will be April 1, 2013 to March 31, 2016 inclusive.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Wendy Armstrong , Supply Specialist
 Public Works and Government Services Canada
 12th Floor - 800 Burrard St.
 Vancouver, B.C. V6Z 2V8
 Tel: (604) 775-7691
 Fax: (604) 775-7526
 E-Mail: wendy.armstrong@pwgsc.gc.ca

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

7.5.2 Project Authority

The Project Authority for the Contract is:

Name: (to be inserted at time of award)

Tel: (604) _____

E-Mail: _____

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

7.5.3 Contractor's Representative

Name: _____

Title: _____

Telephone: _____

Facsimile: _____

E-mail: _____

7.6 Payment

7.6.1 Basis of Payment

The Contractor will be paid in accordance with the Basis of Payment attached hereto as Annex "B" for Work performed pursuant to this Contract.

7.6.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (Tas), inclusive of all revisions, must not exceed \$TBA,. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
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 percent committed, or
 - (b) four (4) 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.

7.6.3 Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice 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.

7.6.4 Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

7.7. Invoicing Instructions

The Contractor must submit Invoices in accordance with the information required in section 12, Invoice Submission, of the 2035 General Conditions - Higher Complexity - Services.

7.8. Certifications

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

7.9 Applicable Laws

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

7.10 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) 2035 (2012-07-16), General Conditions - Higher Complexity - Services,
- (c) Annex A, Statement of Work
- (d) Annex B - Basis of Payment
- (e) Annex C, Security Requirement
- (f) Annex D, Task Authorization Form 572
- (g) the Contractor's bid dated _____

ANNEX A STATEMENT OF WORK Dental Services:

Preamble:

Every inmate shall be provided, in accordance with current directives, with the essential medical and dental care that he requires. (*Corrections and Conditional Release Act*)

This contract is for the provision of essential Dental Services to offenders incarcerated in a Federal Institution. For security reasons it is impractical to take each offender to a private dental office in the community. To meet the obligation as stipulated in the *Corrections and Conditional Release Act*, Her Majesty enters into a personal service contract for provision of the dental service in the Health Service Centre of the institution.

\

The Contractor will provide the following Dental Services to offenders, as per National Dental Standards:

1. Diagnostic Services:

1.1 Examinations:

- 1.1.1 Complete oral examination and treatment planning.
- 1.1.2 Routine oral re-examination, not more than once in a 12-month period
- 1.1.3 Specific oral examination.
- 1.1.4 Emergency oral examination.

1.2 Radiographs:

- 1.2.1 Bitewings once in a 12-month period
- 1.2.2 Periapicals as needed
- 1.2.3 Complete radiographic series once in a 5-year period
- 1.2.4 Panoramic film as needed, but not more than once in a 5-year period

1.3 Tests and Laboratory Examinations:

- 1.3.1 Biopsy of oral tissues when dentally necessary.
- 1.3.2 Microbiological tests when dentally necessary.

1.4 Consultation With Patient:

When medically/dentally indicated.

2. Emergency Treatment:

Provide emergency treatment when needed and required for relief of:

- 2.1 pain,
- 2.2 acute infection hemorrhage,
- 2.3 trauma, and
- 2.4 Any dental or oral condition affecting immediate safety.

3. Preventive Services:*

- 3.1 Dental scaling**
- 3.2 Dental polishing**
- 3.3 Oral hygiene instructions at time of routine appointment
- 3.4 Implementing programs to promote good oral hygiene and caries prevention.

* ***Preventive services will not be initiated where the inmate has six months or less remaining before release.***

** 1) and 2) are done together but not more than once in a 12-month period

4. Restorative Services:

- 4.1 Caries/pain control with the use of sedative dressing and/or pulp caps.

- 4.2 Amalgam restorations.
- 4.3 Composite restorations.
- 4.4 Use of pin retention in restorations.
- 4.5 Use of prefabricated posts in restoration.

5. Endodontics:

- 5.1 Root canals on the anterior maxillary and mandibular 6 teeth.
- 5.2 Apicoectomy/apical curettage on anterior 6 teeth.
- 5.3 Retrofilling of the same anterior 6 teeth.

6. Periodontal Services:

Management of acute periodontal infections

7. Prosthodontic Services:

- 7.1 Prescribing partial dentures in cases where any anterior teeth are missing or when three or more posterior teeth are missing in one quadrant.
- 7.2 Repairs and adjustments of removable dentures required as a result of normal wear and tear.
- 7.3 Relining or rebasing of removable dentures, not more often than once every 5 years.
- 7.4 Fabrication of partial dentures, not more often than once every 5 years.
- 7.5 Fabrication of complete dentures, not more often than once every 5 years.
- 7.6 Recementation or minor repairs of fixed bridges.
- 7.7 Dentures are not to be provided within 6 months of being released.

8. Surgical Services:

Providing surgical dental procedures such as:

- 8.1 Minor oral surgical procedures.
- 8.2 Uncomplicated removals of erupted teeth.
- 8.3 Surgical removal of symptomatic impactions.
- 8.4 Surgical removal of difficult teeth.
- 8.5 Removal of asymptomatic impacted or unerupted third molar teeth shall be discouraged except for the young offender serving a long period of incarceration.
- 8.6 Surgical removal of cysts and tumors.
- 8.7 Surgical excision of minor pathological lesions such as mucocoele, hyperplastic tissue and fibroma.
- 8.8 Surgical management of acute infections, i.e. incision and drainage.
- 8.9 Alveoloplasty and gingivoplasty in conjunction with dental extractions.
- 8.10 Surgical procedures necessary for provision of dental prosthesis.
- 8.11 Post surgical care as needed.

9. Specialized Treatment:

- 9.1 The Contractor shall prepare a request including, all details, estimated cost of the specialized treatment and forward this request to, Chief of Health Services for their approval, prior, to referring any patients for specialized treatment to dental specialists if necessary.
- 9.2 The Contractor shall provide endodontics treatment for anterior and bicuspid teeth where it will prevent the first break in a quadrant, avoid the necessity of prescribing a prosthetic appliance, or when an involved tooth is required as a distal abutment to prosthesis.
- 9.3 Shall not normally provide periodontics service. However, access will be provided, at the inmate's expense, to these services when required including sub gingival

cutterage and
and other soft

relief of traumatic occlusion, as well as the treatment of Vincent's angina
tissue abnormalities.

10. **Other Services:**

- 10.1 Additional services may be arranged if the patient is willing to pay for them. Her Majesty will not assume liability for such services. The contractor must ensure proper procedures are followed, including but not limited to, the Liability Release Form and ITF have been completed and/or approved prior to services being provided.

Services such as:

- 10.1.1 fixed bridges,
- 10.1.2 asymptomatic surgical,
- 10.1.3 impactions,
- 10.1.4 supplemental dentures,
- 10.1.5 cast crowns,
- 10.1.6 porcelain fused to metal crowns, and
- 10.1.7 implants.

10.2 Additional dental scaling and polishing may be arranged with the patient, at a fee of \$25.

11. **Exceptions:**

- 11.1 An exception to the standard services may be made if, in the clinical judgement of the Contractor, an alternative form of treatment is required, in consultation with the Chief Health Services and/or Regional Advisor Health Services.
- 11.2 In each case, the Contractor shall prepare a request (including all details), why standard materials cannot be used, cost of the alternative form of treatment and forward this request to the Chief of Health Services for their approval prior to commencement of the alternative treatment.
- 11.3 The decision and rationale must be entered on the patient's chart.

12. **Records:**

- 12.1 Dental services and records must be carried out and maintained in compliance with provincial licensing body standards.
- 12.2 Records must show the treatment plan and details of treatments that are in process or completed, for CSC's future reference.

13. **Services:**

The Contractor shall perform services that are consistent with the British Columbia College of Dentistry and within the standards of the Correctional Service of Canada, including but not limited to, the use of Standard Precautions as required in the performance of duties. The Contractor must follow the Correctional Service of Canada Sterilization Quality Assurance Process in Health Facilities and the CSA International Guidelines.

14. **The Contractor is responsible to:**

- 14.1 Provide, at his own expense, the services of a Certified Dental Assistant.
 - 14.1.1 The Dental Assistant shall have the following mandatory requirements and once a year provide the Department when and if requested proof there of:
 - 14.1.1.1 Be a Certified Dental Assistant and a graduate from a recognized college/university.
 - 14.1.1.2 A valid registration as a Dental Assistant.

- 14.2 Provide at his own expense, a fully qualified replacement if he/she cannot attend a scheduled dental clinic. The Department must approve this replacement and is to ensure that the necessary security clearances have been obtained.
- 14.3 Provide emergency dental coverage for dental emergencies if so requested.
- 14.4 Provide at his/her own expense, a pager or cellular phone if so requested to do so.
- 14.5 Be proficient in the three domains of the English Language.

15. Prescription Drugs:

- 15.1 The Contractor will follow CSC's Pacific Regional Pharmacy Formulary and Policies in prescribing medication.
- 15.2 The Contractor, unless specifically requested otherwise, will not bring drugs into the institution.

16. The Department:

- 16.1 The Department shall provide the facilities, equipment and all materials necessary to carry out the above services.

17. Dental Services:

- 17.1 For interpretation of the activities associated with the above dental services, the Contractor should seek advice from the Chief of Health Services, or his/her designated representative.

18. The Contractor Shall:

The contractor shall have the following mandatory requirements and once a year provide the Department when and if requested proof there of:

- 18.1 A dental license from the College of Dental Surgeons of British Columbia
- 18.2 Be a graduate from a recognized university and hold a Doctorate of Dental Surgeon's degree

Institutions :

Correction Service of Canada - Regional Treatment Centre
P.O. Box 3000, 33344 King Road
Abbotsford, BC, V2S 4P4
Attention: Donna Raketti
Chief Health Services
(604) 870-7768

Correction Service of Canada - Fraser Valley Institution
P.O. Box 3000, 33344 King Road
Abbotsford, BC, V2S 4P4
Attention: Susan Nolan
Chief Health Services
(604) 851-6110

Correction Service of Canada - Matsqui Institution
P.O. Box 2500, 33344 King Road
Abbotsford, BC, V2S 4P3

Solicitation No. - N° de l'invitation

21807-130002/A

Amd. No. - N° de la modif.

File No. - N° du dossier

XSB-2-35083

Buyer ID - Id de l'acheteur

xsb005

Client Ref. No. - N° de réf. du client

21807-130002

CCC No./N° CCC - FMS No/ N° VME

Attention: Lisa Krenus
Chief Health Services
(604) 850-8264

Correctional Service of Canada- Kent Institution
PO Box 1500 4732 Cemetery Road
Agassiz, BC VOM 1X0
Attention: Patricia David
Chief of Health Services
(604)796-4554

Correctional Service of Canada- Mountain Institution
PO Box 1600 4732 Cemetery Road
Agassiz, BC VOM 1X0
Attention: Brent Bogart
Chief Health Services
(604)796-1440

Correctional Service of Canada
Mission Institution
P.O. Box 60,8751 Stave Lake Street
Mission, B.C. V2V 4L8
Attention: Michelle Smith
Chief of Health Services
(604)820-5854

Please note: Contract for Mission Institution includes Ferndale Institution and Kwi Healing Lodge

Invoices to be addressed to the individual institution as per above referencing the contract number.

ANNEX B BASIS OF PAYMENT

Payment will be made up of sessions, meetings and travel as per the following requirements per Institution:

MISSION / FERNDAL/KWI INSTITUTION - YEAR 1

Dental session \$_____ / hour. * (est. 728 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 208 trips)

MISSION / FERNDAL/KWI INSTITUTION - YEAR 2

Dental session \$_____ / hour. * (est. 728 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 208 trips)

MISSION / FERNDAL/KWI INSTITUTION - YEAR 3

Dental session \$_____ / hour. * (est. 728 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 208 trips)

REGIONAL TREATMENT CENTRE - YEAR 1

Dental session \$_____ / hour. * (est. 960 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 2 times)

Travel \$_____ / trip(maximum) (est. 160 trips)

REGIONAL TREATMENT CENTRE - YEAR 2

Dental session \$_____ / hour. * (est. 960 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 2 times)

Travel \$_____ / trip(maximum) (est. 160 trips)

REGIONAL TREATMENT CENTRE - YEAR 3

Dental session \$_____ / hour. * (est. 960 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 2 times)

Travel \$_____ / trip(maximum) (est. 160 trips)

FRASER VALLEY INSTITUTION - YEAR 1

Dental session \$_____ / hour. * (est. 196 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 26 trips)

FRASER VALLEY INSTITUTION - YEAR 2

Dental session \$_____ / hour. * (est. 196 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 26 trips)

FRASER VALLEY INSTITUTION - YEAR 3

Dental session \$_____ / hour. * (est. 196 Hours)

Meetings \$_____ / hour (est. 1 meetings)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 26 trips)

MATSQUI INSTITUTION - YEAR 1

Dental session \$_____ / hour. * (est. 552 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 95 trips)

MATSQUI INSTITUTION - YEAR 2

Dental session \$_____ / hour. * (est. 552 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 95 trips)

MATSQUI INSTITUTION - YEAR 3

Dental session \$_____ / hour. * (est. 552 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 4 times)

Travel \$_____ / trip(maximum) (est. 95 trips)

KENT INSTITUTION - YEAR 1

Dental session \$_____ / hour. * (est. 420 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 3 times)

Travel \$_____ / trip(maximum) (est. 60 trips)

KENT INSTITUTION - YEAR 2

Dental session \$_____ / hour. * (est. 420 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 3 times)

Travel \$_____ / trip(maximum) (est. 60 trips)

KENT INSTITUTION - YEAR 3

Dental session \$_____ / hour. * (est. 420 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 3 times)

Travel \$_____ / trip(maximum) (est. 60 trips)

MOUNTAIN INSTITUTION - YEAR 1

Dental session \$_____ / hour. * (est. 782 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 3 times)

Travel \$_____ / trip(maximum) (est. 100 trips)

MOUNTAIN INSTITUTION - YEAR 2

Dental session \$_____ / hour. * (est. 782 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Solicitation No. - N° de l'invitation

21807-130002/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

xs005

Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

21807-130002

XSB-2-35083

Cancellation \$_____ / day if necessary (est. 3 times)

Travel \$_____ / trip(maximum) (est. 100 trips)

MOUNTAIN INSTITUTION - YEAR 3

Dental session \$_____ / hour. * (est. 782 Hours)

Meetings \$_____ / hour (est. 1 meeting)

Cancellation \$_____ / day if necessary (est. 3 times)

Travel \$_____ / trip(maximum) (est. 100 trips)

* These estimates will be multiplied by the estimated number and added together for price evaluation purposes. These percentages will be removed before the issue of the contract

NOTE: Bidders may bid on one institute only or more than one institute

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xsb005

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XSB-2-35083

CCC No./N° CCC - FMS No/ N° VME

ANNEX C

SECURITY REQUIREMENTS CHECK LIST

See attached

ANNEX "D"

INSURANCE REQUIREMENT

D.1 Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference provisions, to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
 - (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

D.2 Errors and Omissions Liability Insurance

1. The Offeror must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Standing Offer, in an amount usual for a

contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.

2. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
3. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Standing Offer Authority thirty (30) days written notice of Cancellation.

D.3 Medical Malpractice Liability Insurance

1. The Offeror must obtain Medical Malpractice Liability Insurance, and maintain it in force throughout the duration of the Standing Offer, in an amount usual for a contract of this nature, but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of the defence costs.
2. Coverage is for what is standard in a Medical Malpractice policy and must be for claims arising out of the rendering or failure to render medical services resulting in injury, mental injury, illness, disease or death of any person caused by any negligent act, error or omission committed by the Agency Nurse (?) in or about the conduct of the their professional occupation or business of good samaritan acts.
3. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Standing Offer.
4. Notice of Cancellation: The Insurer will endeavour to provide the Standing Offer Authority thirty (30) days written notice of cancellation.

ANNEX E

RATED REQUIREMENTS

Rating:

Exceptional

All criteria or expected answers were addressed in great depth. All the answers provided were appropriate. No deficiencies exist in the competencies or behavior assessed. Demonstration of more than what was expected in the answer/criteria material.

Superior

All criteria or expected answers were addressed. All the answers provided were appropriate. No deficiencies exist in the competencies or behaviour assessed.

Fully Satisfactory

All criteria or expected answers were addressed. Almost all the answers provided were appropriate. No major deficiencies exist in the competencies or behavior assessed.

Very good

Almost all criteria or expected answers were addressed. Almost all answers provided were appropriate. No major deficiencies exist in the competencies or behavior assessed.

Good

The majority of criteria or expected answers were addressed. The majority of answers provided were appropriate. No major deficiencies exist in the competencies or behavior assessed.

Fair

A satisfactory proportion of criteria or expected answers were addressed. A satisfactory proportion of the answers provided were appropriate. Some deficiencies exist in the competencies or behavior assessed, but none are of major concern.

Below standard

An unsatisfactory proportion of criteria or expected answers were addressed. An unsatisfactory proportion of the answers provided were appropriate. Deficiencies exist in the competencies or behavior assessed and there is some concern.

Weak

Few criteria or expected answers were addressed. Few of the answers provided were appropriate. Deficiencies exist in the competencies or behaviour assessed and there appears to be a problem.

Poor

Very few or none of the criteria or expected answers were addressed. Very few or none of the answers provided were appropriate. A number of deficiencies exist in the competencies or behavior assessed and there is a major problem.

Solicitation No. - N° de l'invitation

21807-130002/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

xs005

Client Ref. No. - N° de réf. du client

21807-130002

File No. - N° du dossier

XS0-2-35083

CCC No./N° CCC - FMS No/ N° VME

ANNEX "F"

Form PWGSC-TPSGC 572 Task Authorization

See attached



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

21807-13-0002

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	2. Branch or Directorate / Direction générale ou Direction	
CORRECTIONAL SERVICE CANADA	HEALTH SERVICES	
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 Provide dental services to our inmate population, on site.		
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 <input type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 <input checked="" type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 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 checked="" 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"/>



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

21807-13-0002

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 ☐ Yes
Non 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 ☐ Yes
Non 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
CÔTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
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 ☐ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☒ No ☐ Yes
Non 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 ☐ Yes
Non 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 ☐ Yes
Non 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 ☐ Yes
Non 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 ☐ Yes
Non 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 ☐ Yes
Non Oui



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

21807-13-0002

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 RESTREINTE	NATO CONFIDENTIAL	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 IT																
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 indiquer qu'il y a des pièces jointes (p. ex. SECRET avec
des pièces jointes).

DECLARATION OF INTEREST - PART 1: AUTHOR SECTION			
1. Declaration of Interest - Part 1: Author Section			
Name (print) - Nom (en lettres imprimées)		Title - Titre	Signature
KARIMUS LEWIS		REGIONAL MANAGER CLINICAL RESEARCH	<i>[Signature]</i>
Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Date
001-075-0001			April 2, 2012
2. Declaration of Interest - Part 2: Declaration of Interest Section			
Name (print) - Nom (en lettres imprimées)		Regional/Departmental Security Unit - Unité de sécurité régionale/départementale	Signature
M. Lewis		Regional/Departmental Security Unit (PAC)	<i>[Signature]</i>
Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Date
001-075-0001			April 2, 2012
3. Declaration of Interest - Part 3: Declaration of Interest Section			
Name (print) - Nom (en lettres imprimées)		Title - Titre	Signature
KARIMUS LEWIS		REGIONAL MANAGER CLINICAL RESEARCH	<i>[Signature]</i>
Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Date
001-075-0001			April 2, 2012
4. Declaration of Interest - Part 4: Declaration of Interest Section			
Name (print) - Nom (en lettres imprimées)		Title - Titre	Signature
KARIMUS LEWIS		REGIONAL MANAGER CLINICAL RESEARCH	<i>[Signature]</i>
Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Declaration No. - N° de déclaration	Date
001-075-0001			April 2, 2012

Joséphine Saurin
 Criminal Security Officer, Criminal Security Division
 Joséphine.Saurin@cgsc-pwsc.gc.ca
 Tel/Fax: 613-951-1752 / Fax/Tél: 613-951-4173



Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (GST/HST extra) Coût total estimatif de la tâche (TPS/TVH en sus) \$
Security Requirements: This task includes security requirements Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité <input type="checkbox"/> No - Non <input type="checkbox"/> Yes - Oui If YES, refer to the Security Requirements Checklist (SCRL) included in the Contract Si OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat	

For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (GST/HST Extra) before the revision Coût total estimatif de la tâche (TPS/TVH en sus) avant la révision \$	Increase or Decrease (GST/HST Extra), as applicable Augmentation ou réduction (TPS/TVH en sus), s'il y a lieu \$
--	---	--

Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.

Début des travaux pour l'AT : Les travaux ne peuvent pas commencer avant que l'AT soit autorisée conformément au contrat.

1. Required Work: - Travaux requis :

A. Task Description of the Work required - Description de tâche des travaux requis	See Attached - Ci-joint <input type="checkbox"/>
B. Basis of Payment - Base de paiement	See Attached - Ci-joint <input type="checkbox"/>
C. Cost of Task - Coût de la tâche	See Attached - Ci-joint <input type="checkbox"/>
D. Method of Payment - Méthode de paiement	See Attached - Ci-joint <input type="checkbox"/>

Contract Number - Numéro du contrat

2. Authorization(s) - Autorisation(s)

By signing this TA, the authorized client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the contract.

The client's authorization limit is identified in the contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et (ou) l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'AT et ses révisions dépasse cette limite, l'AT doit être transmise à l'autorité contractante de TPSGC pour autorisation.

Name and title of authorized client - Nom et titre du client autorisé à signer

Signature

Date

PWGSC Contracting Authority - Autorité contractante de TPSGC

Signature

Date

3. Contractor's Signature - Signature de l'entrepreneur

Name and title of individual authorized - to sign for the Contractor
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date