

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

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 Repair & Maintain Alarm System	
Solicitation No. - N° de l'invitation W0134-11CYGK/C	Date 2012-04-02
Client Reference No. - N° de référence du client W0134-11-CYGK	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-004-9370	
File No. - N° de dossier EDM-0-32731 (004)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-05-14	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Ruttan, Jackie	Buyer Id - Id de l'acheteur edm004
Telephone No. - N° de téléphone (780) 497-3835 ()	FAX No. - N° de FAX (780) 497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE WCE CONTRACTS 4 WING COLD LAKE PO BOX 6550 STN FORCES COLD LAKE Alberta T9M2C6 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
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

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

This bid solicitation cancels and supersedes previous bid solicitation number W0134-11CYGK/B dated September 27, 2011 with a closing of October 5, 2011 at 2:00pm MDT.

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Buyer ID - Id de l'acheteur

edm004

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

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PART 1 - GENERAL INFORMATION

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, if applicable, 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 Insurance Requirements, the Security Requirements Check List and the Task Authorization Usage Report.

2. Summary

Work under this Contract comprises of the supply of all labour, materials, tools, equipment, transportation, expenses and supervision necessary for the inspection, testing, certification, maintenance and repair on an "as and when requested" basis, for all intrusion and security access/video alarm systems as per Appendix "A" and "B" for the Department of National Defence, 4 Wing Cold Lake, Cold Lake AB.

The period of the Contract will be from date of award for a 2 year period.

There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. Bidders 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 World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

3. Communications Notification

As a courtesy, the Government of Canada requests that successful bidders notify the Contracting Authority in advance of their intention to make public an announcement related to the award of a contract.

4. 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

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) 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 (2012-03-02) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 4.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: one hundred and twenty (120) days

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.

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.

4. Applicable Laws

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

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

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Financial Bid (1 hard copy)

Section II: 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 [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html)

(<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 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: Financial Bid

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.

1.1 SACC Manual Clauses

C3011T (2010-01-11), Exchange Rate Fluctuation

Section II: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

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.

1.1 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

For each year, the firm unit prices quoted for all services listed under items 1, 2, 3 and 4 will be multiplied by the estimated annual usages shown for that service. For line item 5, the percentage discount or mark-up quoted will be applied to the estimated usage amount for that item.

The resulting amounts for all items, for all years will be added together to obtain a total evaluated bid price.

2. Basis of Selection

A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

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.

1. Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, 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.

1.1 Federal Contractors Program - Certification Federal Contractors Program - \$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

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subject to the FCP, evidence of its commitment
Contract.

must be provided before the award of the

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.

1.2 Former Public Servant Certification

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.

Definitions

For the purposes of this clause,

or a
be: "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces former member of the Royal Canadian Mounted Police. A former public servant may

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

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

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

Former Public Servant in Receipt of a Pension

Is the Bidder a FPS in receipt of a pension as defined above? YES () NO ()

If so, the Bidder must provide the following information:

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

Work Force Reduction Program

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? YES () NO ()

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) conditions of the lump sum payment incentive;
- (c) date of termination of employment;
- (d) amount of lump sum payment;
- (e) rate of pay on which lump sum payment is based;
- (f) period of lump sum payment including start date, end date and number of weeks;

- (g) number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

Certification

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

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. Canada will not delay the award of any contract to allow bidders to obtain the required clearance.
3. For additional information on security requirements, bidders 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.

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.

1. Statement of Work

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

1.1 Task Authorization Process

Task Authorization

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

Task Authorization Process:

1.1.1 The Project Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form.

1.1.2 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.

1.1.3 The Contractor must provide the Project, within five (5), calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of cost, established in accordance with the Basis of Payment specified in the Contract.

that

1.1.4 The Contractor must not commence work until a TA signed 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.

1.2 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.

1.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

1.4 Periodic Usage Reports - Contracts with Task Authorization

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 in Annex "E" and 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 or specify an alternate reporting period) 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 ten (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) as applicable, when a task is completed, the committed amount should be reduced to reflect the actual expenditure and the change should be reflected in the record of TAs;
- (vi) the start and completion date for each authorized task;and

For all authorized tasks:

- (i) the amount (GST or HST extra) specified in the contract, 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 Tas.

1.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the Project Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

2. Standard Clauses and Conditions

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

2.1 General Conditions

2035 (2012-03-02), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

3. Security Requirement

Security Requirement for Canadian Supplier:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of **SECRET**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of **SECRET**, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT HAVE ACCESS** to CLASSIFIED information or assets, and **MAY NOT ENTER** sites where such information or assets are kept, without an escort.
3. The Contractor/Offeror **MUST NOT** remove any CLASSIFIED information 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).

4. Term of Contract

4.1 Period of the Contract

The period of the Contract will be from date of award for a two (2) year period.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Jackie Ruttan
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch - Edmonton
5th Floor - Telus Plaza North
10025 Jasper Avenue, Edmonton, AB T5J 1S6

Telephone: (780) 497-3835
Facsimile: (780) 497-3510
E-mail address: jackie.ruttan@pwgsc-tpsgc.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.

5.2 Project Authority - *(will be indicated at award of Contract)*

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

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

5.3 Contractor's Representative - TO BE COMPLETED BY BIDDER

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

E-mail address: _____

6. Payment

6.1 Basis of Payment - Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex "B" to a limitation of expenditure of \$ (will be indicated at award of Contract). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

6.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ (will be indicated at award of Contract). 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.

6.5 SACC Manual Clauses

A9117C, (2007-11-30), T1204 - Direct Request by Customer Department
 C0710C, (2007-11-30), Time and Contract Price Verification
 C0711C, (2008-05-12), Time Verification
 H1008C, (2008-05-12), Monthly Payment

7. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- (a) a copy of time sheets to support the time claimed;
- (b) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;

2. Invoices must be distributed as follows:

-The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

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.

8.1 SACC Manual Clauses

A0285C (2007-05-25), Workers Compensation

9. Applicable Laws

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

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) the general conditions 2035 (2012-03-02), General Conditions - Higher Complexity - Services;
- (c) Annex "A", Statement of Work;
- (d) Annex "B", Basis of Payment;
- (e) Annex "C", Security Requirements Check List;
- (f) Annex "D", Insurance Requirements;
- (g) Annex "E", Task Authorization Usage Report;
- (h) the signed Task Authorizations (including all of its annexes, if any);
- (i) the Contractor's bid dated _____.

11. SACC Manual Clauses

A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)
 A9006C (2008-05-12), Defence Contract
 A9039C (2008-05-12), Salvage
 A9062C (2011-05-16), Canadian Forces Site Regulations
 B1501C (2006-06-16), Electrical Equipment

12. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex "D". The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies

ANNEX "A"**STATEMENT OF WORK****INTRUSION AND SECURITY ACCESS/VIDEO ALARM SYSTEMS
INSPECTION, TESTING, CERTIFICATION, MAINTENANCE AND REPAIR****WING CONSTRUCTION ENGINEERING
DEPARTMENT OF NATIONAL DEFENCE - 4 WING COLD LAKE
COLD LAKE, AB****A. DESCRIPTION OF WORK**

Work under this Contract comprises of the supply of all labour, materials, tools, equipment, transportation, expenses and supervision necessary for the inspection, testing, certification, maintenance and repair on an "as and when requested" basis, for all intrusion and security access/video alarm systems as per Appendix "A" and "B" for the Department of National Defence, 4 Wing Cold Lake, Cold Lake AB.

Equipment is not necessarily restricted to those listed in Appendix "A" and "B". Equipment may change throughout the term of this Contract. Contractor is to verify existing systems upon award of the Contract.

1. Inspection Frequencies

All equipment in Appendix "A" and "B" must be inspected on an annual basis. Inspections are to be done six (6) months from award of the Contract. When requested by the Project Authority service calls will be as follows:

- Service and repair will be on an "as and when requested" basis using the DND 626, Task Authorization Form. Any request for routine service must be processed within two (2) working days;
- Except as provided during normal inspection and service days, emergency service must be available within 24 hours notice including Saturdays, Sundays and holidays when requested by the Project Authority.

2. Reports

The Contractor must provide a written report on completion of each inspection and service, recording defects and repairs as required, including a cost estimate of the labour and materials required to carry out the repairs.

The report is to be submitted within 14 working days of the inspection and servicing visit.

Urgent repairs that cannot wait until the next regular servicing must be reported immediately on discovery for authorization of corrective action. These repairs must also be on the report.

3. Materials

The installation of new equipment must be in accordance with the manufacture specification and all applicable Canadian and Alberta regulations.

Replacement parts must be those recommended by the manufacturer of the equipment.

Replacement parts must be new and compatible with equipment.

Rebuilt parts, components and controls may be installed with prior authorization as an emergency repair until the new parts are available.

The Contractor must stock sufficient supplies for commonly replaced parts and controls to initiate repairs and/or replacements with the minimal amount of down time or inconvenience to the unit or section where the repairs are involved.

When replacement parts and/or components of extraordinary nature are required, which are unavailable to effect repairs within seven (7) days, the Contractor must provide written substantiation of the situation to the Project Authority.

All replacement parts and components must be of first line quality, free from all defects and carry the Manufacturer's warranty/guarantee.

B. SCOPE OF WORK

Requirements include inspection, testing, certification, maintenance and repair for all intrusion and security access/video alarm systems plus response to emergency and other call-outs on an "as and when requested" basis.

1. Annual Inspection

The annual inspection includes:

- (a) Receiver - inspect for deteriorated components;
- (b) File Server - check integrity of network, update software if required;
- (c) Data Base - check integrity;
- (d) Floor Diagrams - confirm proper ID and location of device shown at monitoring desk with actual field device;
- (e) Monitors - confirm serviceability;
- (f) Network Connectivity - correct and secure connections;
- (g) Workstations (3) - check program integrity and update software if required;
- (h) Local Control Units - inspect for proper wiring within cabinet and to devices, and ensure door contacts, monitor sensors and break-glass detectors operate correctly;
- (i) Operation of System - ensure that system is being operated within parameters as designed and requirements of base security.

2. Computers

Software updates and new version installations including replacement and back-up equipment.

Data input error including password, back-up files and repairs to database.

Provide technical advice to Wing Construction Engineering (WCE) Electrical Shop personnel.

Verify trouble calls and customer assistance to Military Police WCE Electrical Shop as required.

3. Trouble Calls

Provide technical advice to WCE Electrical Shop personnel.

Be able to respond to requests for emergency repairs as necessary within 24 hours.

4. System Hardware

Replacement of system as required within 48 hours to include the following:

- 7216 Kboard
- 7216 Bboard
- 7416 expander board
- 8401 key pad
- 8050-8 serial expander bridge
- model 8100 receiver with the following cards:
 - 8005 (2)
 - 8020
 - 8010 (6)
 - 8015
- server
- workstation

5. Training On Use of System

- IMS system design
- IMS operator requirements
- IMS administrator requirements, add and delete protections, LCU's and graphics
- access database maintenance
- care and cleaning of workstations
- ESC 8100 receiver and associated communications equipment
- local control units and associated hardware trouble shooting.

Service all equipment in accordance with the manufacturer's instructions. It will be the Contractor's responsibility to follow the manufacturer's instruction for application or installation of a material or product.

All grease, dirt stains, etc., on equipment and area of work left as a result of Contractor repairs, must be thoroughly cleaned.

The Contractor must verify and test equipment for proper operation upon completion of any repairs.

Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.

The Contractor must carry out the work specified in the Contract between the hours of 0800 and 1600, Monday to Friday, except on public holidays, which may occur during the specified periods.

Upon project completion, the Project Authority and the Contractor will perform an inspection to verify the work has been completed to required specifications.

C. WARRANTY

All workmanship carried out under this Contract must be warranted for a period of 12 months from date of repair or replacement. All material/equipment replaced under this agreement will be warranted as per the Manufacturer's warranty. The Contractor is to supply the Project Authority with the associated Manufacturer warranty upon completion of the work.

D. REQUEST FOR ESTIMATES

The Contractor must issue a cost estimate for repairs or replacement of specific item(s) prior to carrying out the work. The following must be included in the estimate:

- The cost estimate must be in accordance with Annex "B" Basis of Payment. Any line items not covered by the pricing provisions of the Basis of Payment will not be approved;
- Where replacement of components is more cost effective than repair, the Contractor must make this option known and include this cost in the estimate;
- Cost estimate must be faxed or emailed to the Project Authority. The estimate must indicate a breakdown of materials, labour, mark-up and GST;
- Upon acceptance of the Contractor's cost estimate and receipt of the DND 626 - Task Authorization Form, the Contractor will carry out the work within 48 hours or a time mutually agreed to by both parties.

E. CONTRACTOR'S USE OF SITE

Exclusive and complete for execution of work except as follows:

- Movement around the site will be subject to restrictions imposed by the Wing Commander and/or Project Authority;
- Do not reasonably encumber site with materials and/or equipment;
- Maintain work in tidy condition, free from accumulation of waste products and debris;
- Execute work with the least possible interference or disturbance to occupants and normal use of premises.

The Contractor must immediately notify the Project Authority of any damage incident. Damage to any surface feature or underground utilities are included in this definition, such as gas lines, power lines, water lines, sewer lines, airfield lighting, buildings, survey markers, etc.

Damage caused by the Contractor to DND property including, but not limited to, buildings, equipment, infrastructure, etc., is the responsibility of the Contractor and must be repaired or replaced at no cost to DND.

F. WORKMANSHIP

Workmanship must be of the best quality, executed by workers skilled and ticketed in the respective trades for which they are employed. It is the responsibility of the Contractor to supply fully licensed and accredited employees. All related licenses, tickets and accreditation are the responsibility of the Contractor and must be provided as proof of quality of skills required for the terms of this Contract.

Contractors must not employ any unfit person or anyone unskilled in their respective duties. The Work must not be performed by any person who, in the opinion of the Project Authority, is incompetent, unsuitable or has been conducting himself/herself improperly. The Project Authority reserves the right to request the dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.

Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Project Authority, whose decision is final.

G. OPERATIONAL SECURITY

Work carried out within the General Restricted Area (GRA) is subject to special and unique security regulations. All Contractors' employees must carry company ID and a GRA pass. Individuals without authorized passes in their possession will not be permitted to enter the GRA. If the Project Authority requires the Contractor to work in the GRA where there Reliability Clearance does not give them access, the Project Authority will attempt to provide Security Escorts.

The use of cell phones is restricted in the GRA, within refuelling compounds and can not be operated within 15 meters of an aircraft.

Contractors are not to take any pictures within the GRA. If required to take a picture, the Project Authority will take the picture for the Contractor. A request must be submitted to the Project Authority well in advance. This request will be considered but might not be supported due to other requirements.

H. HEALTH AND SAFETY REQUIREMENTS

All accidents are to be reported to the Project Authority immediately.

1. Hazardous Material

All hazardous material must be identified and labelled in accordance with the Workplace Hazardous Material Information System (WHMIS) and copies of the Material Safety Data Sheet (MSDS) must be supplied to the Project Authority.

2. Unforeseen Hazards

Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during the performance of work, it must be reported to the Project Authority immediately.

3. Asbestos Discovery

If during execution of the work, workers uncover or disturb suspected asbestos products that are not covered in the Contract specifications, please STOP work in that area and report it to the Project Authority immediately.

4. Building Smoking Environment

4 Wing Cold Lake has a no smoking policy in effect with exceptions in designated smoking areas.

I. ORIENTATION MEETING

1. Kick-Off Meeting

A kick-off meeting will be conducted for the Contractor and Project Authority to discuss the terms of the Contract. This meeting provides both parties an opportunity to bring forward or

answer all inquiries or questions. This meeting will be held prior to initial call-up to ensure there is no misunderstanding. Depending on the Contract, this meeting can be conducted by teleconference. The Project Authority will contact the Contractor to arrange for this meeting as soon as possible after the issuance of the Contract. The meeting is expected to last approximately one hour but may vary from this time frame.

2. DND Fire Safety Requirements

The Contractor's personnel who will be working on 4 Wing must read and abide by the 4 Wing Cold Lake Fire Orders and Regulations for Contractors, which will be provided by the Project Authority during the orientation meeting or before the commencement of the work.

Safety The Project Authority will coordinate arrangements for the Contractor to be briefed on Fire at their orientation meeting before any work is commenced.

3. Safety Briefing

Contractors/Visitors/Sub-Contractors working with/supporting DND personnel will attend work-specific briefings by the Project Authority lasting approximately 1 hour relating to health, safety, environmental and emergency response procedures. Documentation including Standing Operating Procedures (SOP's) or other procedures, and safety standards will be cited or made available to contract/visitor principals on a loan basis for reference, as applicable.

Observance of On-Site Safety, Health and Environmental Standards on Protection of Property. The Contractor, his employees and/or sub-contractors, undertakes and agrees to comply with all DND regulations in force at the worksite, including the observance of all safety, health and environmental standards and those in place to preserve and protect DND property from loss or damage from all causes including fire.

4. Compliance

The Contractor is responsible to ensure that all employees and sub-contractors that will be working on the site are fully briefed and have completed and signed the Contractor Safety Orientation Checklist prior to the start of any portion of the on-site work. A copy of the signed checklist is to be provided to the Project Authority. No payments will be issued until all documentation is in place.

J. **ENVIRONMENTAL PROTECTION PROCEDURES**

1. Disposal of Wastes

The following are disposals regulations:

- Burying of rubbish or waste materials on-site is prohibited;
- Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers;
- Costs associated with appropriate removal, transportation and disposal of wastes is the responsibility of the Contractor;
- The Contractor must dispose of all rubbish and residue in accordance with existing provincial and/or municipal regulations and/or bylaws.

2. Drainage

Do not pump contaminated water into waterways, storm drains, sanitary sewers or drainage systems.

Control the disposal or runoff of contaminated water or other harmful substances in accordance with local authority requirements.

3. Work Adjacent to Waterways

Do not dump excavated fill, waste material or debris in waterways.

4. Damage

The Contractor must immediately notify the Project Authority of any damage incident.

K. **SPECIAL PROCEDURES: AIRPORTS IN USE**

1. General

When operating within the 4 Wing areas the following restrictions apply:

- Do not disrupt airport business except as permitted by Project Authority;
- Provide temporary protection for safe handling of public, personnel, pedestrians and vehicular traffic;
- Provide barricades and lights where directed.

2. Movement of Equipment and Personnel

In areas of airport not closed to aircraft traffic, the Contractor will:

- Obtain Project Authority's approval on scheduling of work;
- Control movements of equipment and personnel as directed by Project Authority;
- Obey signals and directions from escort instantly;
- For all services that are required on the airfield an escort will be provided;
- All personnel must be aware of Jet Blast (exhaust) from running and turning aircraft when working on the areodome. Jet Blast is extremely hot and forceful.

3. Foreign Object Damage (FOD) Control

The Contractors must be aware of the following FOD Controls:

- Where travel routes cross active runways, taxiways or aircraft parking aprons, the Contractor and/or their delegate must broom clean debris from area immediately;
- Where access routes cross active runways, taxiways or parking aprons, the Contractor and/or their delegate must keep crossings free of mud and debris at all times;
- FOD Control must be exercised on a continuous basis in vicinity of aircraft, runways or aprons. Control all blowing debris at all times, stop and check vehicle tires at all designated FOD Stop.

Check

Appendix "A" Local Control Unit Location**ESC Intrusion Alarm Monitored by 8100 Receiver at MPs**

	Building	Name	Location	Remarks
1	B1	Admin.	AFCISS Room	
2	B19	TIS	Server Room	
3	B19	WTIS	WTIS Training Unit	
4	B19	WTIS	AFCISS Room	
5	B81	Elect Shop	WCEO Training Unit	
6	B84	Wing Readiness Training	Weapons Room	
7	B91	Old Bomb Dump	Missile Storage	
8	B92	Old Bomb Dump	Missile Storage	
9	B104	Readiness Crew Building	FSET Basement	
10	B104	Readiness Crew Building	AFCISS Room	
11	B163	ASR Tower	ASR Tower	
12	B164	Old Bomb Dump	Missile Storage	
13	B170	HQ	AFCISS Room	
14	B170	HQ	Main Door Room 129	
15	B170	HQ	Main Door Sim Hallway	
16	B170	HQ	Computer Room 109	
17	B170	HQ	Room 111	
18	B170	HQ	2nd Floor Stairwell	
19	B170	HQ	Sim Room 113	
20	B170	HQ	Back Door	
21	B170	HQ	Mechanical Room Sim Side	
22	B170	HQ	AVN Main Door	
23	B170	HQ	AVN Side Door	
24	B170	HQ	AVN Supply Side Door	
25	B170	HQ	AVN Supply Back Door	
26	B170	HQ	AVN Stairwell 2nd Door	
27	B170	HQ	AVN Mechanical Room AVN side	
28	B170	HQ	AFCISS Room	
29	B183	Old Guard House XDepot	Mechanical Room	
30	B185	Multi-Bay Building XDepot	Bay 1	

31	B185	Multi-Bay Building XDepot	Bay 2	
32	B185	Multi-Bay Building XDepot	Bay 3	
33	B185	Multi-Bay Building XDepot	Bay 4	
34	B185	Multi-Bay Building XDepot	Bay 5	
35	B185	Multi-Bay Building XDepot	Bay 6	
36	B185	Multi-Bay Building XDepot	Bay 7	
37	B185	Multi-Bay Building XDepot	Bay 8	
38	B185	Multi-Bay Building XDepot	Bay 9	
39	B185	Multi-Bay Building XDepot	Bay 10	
40	B185	Multi-Bay Building XDepot	Bay 11	
41	B185	Multi-Bay Building XDepot	Bay 12	
42	B185	Multi-Bay Building XDepot	Bay 13	
43	B185	Multi-Bay Building XDepot	Bay 14	
44	B186	XDepot	AMMO	
45	B187	XDepot	AMMO	
46	B188	XDepot	AMMO	
47	B400	WEME	WEME Weapons Room	
48	B581	4MSS	4 MSS Weapons Lockup	
49	B624	4 AES	4 AES Weapons Lockup	
50	B679	XDepot	Missile Storage	
51	B688	XDepot	Missile Storage	
52	B689	XDepot	Missile Storage	
55	B690	XDepot	Missile Storage	
56	B785	MPs	MPs Weapon Lockup	
57	B785	MPs Training Unit	Dispatch	
58	B789	Bombardier	Bombardier Building	
59	H1	Hangar 1	Weapons Room	
60	H1	Hangar 1	SCIF Room	
61	H1	Hangar 1	Message Center	
62	H1	Hangar 1	Room 240	
63	H3	Hangar 3	Weapons Room	
64	H3	Hangar 3	AFCISS Room	

65	H4	Hangar 4	AFCISS Room	
66	H6	Hangar 6	SAR Weapons Room	
67	H6	Hangar 6	AFCISS Room	
68	H7	Hangar 7	AFCISS Room	
69	H7	Hangar 7	SPF Room 260	
70	H8	Hangar 8	Hangar 8 Exterior Doors	
71	H8	Hangar 8	Hangar 8 Hangar Floor	

Acronym Legend

WCEO - Wing Construction Engineering Officer
 WTIS - Wing Technical Information Services
 CSNI - Classified Systems Network Information
 FSET - Fighter Systems Test Establishment
 ASR - Airfield Surveillance Radar
 SIM - Simulator
 AVN - Avionics
 HQ - Headquarters
 MSS - Mission Support Squadron
 CES - Construction Engineering Squadron
 MP - Military Police
 SCIF- -Secure Conference Information Facility
 SAR - Search and Rescue
 SPF - Secure Processing Facility
 WEME - Wing Electrical Mechanical Engineer

Appendix B Equipment Currently in Use

	Manufacturer	Model	Device
1	Pelco	ES31C	Espirit Camera
2	Pelco	SD53TC-PG-EO	Spectra III
3	Pelco	SD4CBW-PG-0	Spectra IV
4	rayMax	200	Infra-Red LED Illuminations
5	WatchNET	H.264	DVR
6	Axis	241S	Video Encoder including software
7	Axiom Links	Photo ID & Badging	Software
8	Axiom V	Enterprise Security Mgmt System	Software - Access Control
9	RBH	IVE-3	Software - Camera Control
10	SDC	30-4 with LBM-30	Electric Door Strike
11	SDC	1,511	ElectroMagnetic Lock
12	Code Blue	CB3100FP1	Speaker Phone/Intercom
13	Code Blue	CB4-d	Speaker Phone/Intercom
14	Allied Telesyn	SAT-8088/MT	Ethernet switch with fiber port & software support
15	RBH		Proximity Card Readers
16	RBH	NC-100	Network Controller
17	RBH	RC-2	Reader Controller
18	Lift-Master	SL585	Slide gate operator and accessories
19	Lift-Master	SL595	Slide gate operator and accessories
20	RBH	LIF200	TCP/IP converter module and software
21	Milan Technology	MIL-SM801G	Switch
22	DVR		DVR consisting of: Windows XP, Intel Core 2 Duo CPU, E4500 @ 220 Ghz, 293 Gb of RAM, IVE3 Network Video Surveillance System
23	Fargo	Direct to card Printer	Printer
24	Business Objects		Crystal reports software program
25	Dell	Power Edge 2970	Main server
26			Training on badge making

ANNEX "B"**BASIS OF PAYMENT**

- Unit Prices are to include ALL applicable expenses, labour, materials, tools, equipment, transportation, expenses and supervision necessary for the inspection, testing, certification, maintenance and repair on an "as and when requested" basis, for all intrusion and security access/video alarm systems as per Appendix "A" and "B" for the Department of National Defence, 4 Wing Cold Lake, Cold Lake AB.
- Service call rates will be paid only on the initial call-out. Should the work carry over to subsequent days, the labour rates only will apply.
- Overtime must be authorized in advance by the Project Authority.
- GST is not to be included in the prices but will be added as a separate item to any invoice issued against the Contract.
- Unit prices are to be provided for all line items and for all subcategories as stated.
- A percentage mark-up or discount on miscellaneous materials and parts must be provided otherwise it will be taken as zero.
- Laid down cost means the cost incurred by the Contractor to acquire a specific product or service for resale to the government. This includes the Contractor's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage but excludes the Goods and Services Tax and the Harmonized Sales Tax.
- All costs associated with travel and living expenses need to be pre-approved by the Project Authority. For work carried over to subsequent days, accommodations will be reimbursed as per Travel Directive Policy. The current Travel Directive Policy is available at: <http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php> . Accommodation costs are not to include a mark-up and must be supported with receipt(s).
- Estimated usages are for evaluation purposes only, actual usages may vary from these amounts.

Contract Period One - from date of award for a one year period. (actual dates to be determined)

Item	Description	Estimated Annual Usage	Firm Unit Price
1	<u>Annual Inspections</u> An all inclusive firm lot price for annual inspections of all intrusion alarm systems located in the buildings listed in Appendix "A" and as per the Statement of Work in Annex "A".	1 lot	\$_____/per lot
2	<u>Annual Inspections</u> An all inclusive firm lot price for annual inspections of security access/video alarm systems as listed in Appendix "B" and as per the Statement of Work in Annex "A"	1 lot	\$_____/per lot
3	<u>Service Calls</u> An all inclusive firm service call-out rate for "as and when" requested services, including the first hour of on-site productive labour: (a) during regular working hours (08:00-16:00), Monday through Friday. Journeyman Helper (b) outside regular working hours (16:00-08:00), Monday through Friday. Journeyman Helper (c) Weekends and Statutory Holidays. Journeyman Helper	20 calls 20 calls 10 calls 10 calls 2 calls 2 calls	\$_____/per call \$_____/per call \$_____/per call \$_____/per call \$_____/per call \$_____/per call
4	<u>Labour Rates</u> An all inclusive firm labour rate in addition to the above service call-outs, as applicable: (a) during regular working hours, (08:00-16:00), Monday through Friday.		

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	Journeyman Helper (b) outside regular working hours, (16:00-08:00), Monday through Friday. Journeyman Helper (c) weekends and statutory holidays. Journeyman Helper	200 hours 200 hours 50 hours 50 hours 20 hours 20 hours	\$/per hour \$/per hour \$/per hour \$/per hour \$/per hour \$/per hour
5	Miscellaneous materials and replacement parts to be charged at the Contractor's laid down cost plus a mark-up of..... Verification of Contractor's cost to be provided with the invoice. OR Miscellaneous materials and replacement parts to be supplied at the Contractor's cost less a discount of	 \$20,000.00	 _____% _____%

Contract Period Two - (actual dates to be determined)

Item	Description	Estimated Annual Usage	Firm Unit Price
1	<u>Annual Inspections</u> An all inclusive firm lot price for annual inspections of all intrusion alarm systems located in the buildings listed in Appendix "A" and as per the Statement of Work in Annex "A".	1 lot	\$_____/per lot
2	<u>Annual Inspections</u> An all inclusive firm lot price for annual inspections of security access/video alarm systems as listed in Appendix "B" and as per the Statement of Work in Annex "A"	1 lot	\$_____/per lot
3	<u>Service Calls</u> An all inclusive firm service call-out rate for "as and when" requested services, including the first hour of on-site productive labour: (a) during regular working hours (08:00-16:00), Monday through Friday. Journeyman Helper (b) outside regular working hours (16:00-08:00), Monday through Friday. Journeyman Helper (c) Weekends and Statutory Holidays. Journeyman Helper	20 calls 20 calls 10 calls 10 calls 2 calls 2 calls	\$_____/per call \$_____/per call \$_____/per call \$_____/per call \$_____/per call \$_____/per call
4	<u>Labour Rates</u> An all inclusive firm labour rate in addition to the above service call-outs, as applicable: (a) during regular working hours, (08:00-16:00), Monday through Friday.		

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	<p>Journeyman Helper</p> <p>(b) outside regular working hours, (16:00-08:00), Monday through Friday.</p> <p>Journeyman Helper</p> <p>(c) weekends and statutory holidays.</p> <p>Journeyman Helper</p>	<p>200 hours 200 hours</p> <p>50 hours 50 hours</p> <p>20 hours 20 hours</p>	<p>\$ _____/per hour \$ _____/per hour</p> <p>\$ _____/per hour \$ _____/per hour</p> <p>\$ _____/per hour \$ _____/per hour</p>
5	<p>Miscellaneous materials and replacement parts to be charged at the Contractor's laid down cost plus a mark-up of.....</p> <p>Verification of Contractor's cost to be provided with the invoice.</p> <p>OR</p> <p>Miscellaneous materials and replacement parts to be supplied at the Contractor's cost less a discount of</p>	<p>\$20,000.00</p>	<p>_____ %</p> <p>_____ %</p>

Solicitation No. - N° de l'invitation

W0134-11CYGK/C

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

edm004

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

W0134-11-CYGK

File No. - N° du dossier

EDM-0-32731

CCC No./N° CCC - FMS No/ N° VME

ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

Please see Security Requirements Check List (SRCL) form attached to this document.

ANNEX "D"
INSURANCE REQUIREMENTS**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, Libel 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 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.

(l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

(m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

2. Automobile Liability Insurance

1. The Contractor must obtain Automobile 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.

2. The policy must include the following:

(a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence

(b) Accident Benefits - all jurisdictional statutes

(c) Uninsured Motorist Protection

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

ANNEX "E"**TASK AUTHORIZATION USAGE REPORT**

The Contractor must provide quarterly Task Authorization (TA) usage reports . The Contractor agrees that it is their responsibility to implement a system for tracking TAs under this Contract for the purposes of providing usage reports. This is to ensure that the Limitation of Expenditure indicated for "as and when requested" Work under this Contract is not exceeded.

Each Task Authorization Usage Report must include all the completed TAs for goods and services supplied under this Contract.

Task Authorization Usage Report Submission Schedule:

REPORT DUE	WORK PERIOD START DATE	WORK PERIOD END DATE
15 January	01 October	31 December
15 April	01 January	31 March
15 July	01 April	30 June
15 October	01 July	30 September

The Contractor must provide information on each completed TA using the following format:

TA NUMBER	TA DOLLAR VALUE (GST INCLUDED)	CUMULATIVE TA DOLLAR VALUE (GST INCLUDED)	COMMENTS
Total Dollar Value of TAs for this Period:			
Accumulated TAs to Date (Cumulative Dollar Value + Period Dollar Value):			

[] Check this box if you are submitting a NIL **REPORT** (We have not done any business with Canada under this Contract, for this period).

SEND TO:

wst-pa-edm@pwgsc.gc.ca OR Facsimile: (780) 497-3510

Solicitation No. - N° de l'invitation

W0134-11CYGK/C

Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-0-32731

Buyer ID - Id de l'acheteur

edm004

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

W0134-11-CYGK

CCC No./N° CCC - FMS No/ N° VME



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W0134-11CYGK

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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 4 Wing Cold Lake
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 Repair, Maintain and Install Intrusion Alarm ESC 8100, and associated equipment		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No Non <input checked="" 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 type="checkbox"/> No Non <input checked="" 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"/> 9	Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays : Canada,	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 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 checked="" 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"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
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Canada



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of Canada

Gouvernement
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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

☐ RELIABILITY STATUS
COTE DE FIABILITÉ

☐ CONFIDENTIAL
CONFIDENTIEL

☒ SECRET
SECRET

☐ TOP SECRET
TRÈS SECRET

☐ TOP SECRET- SIGINT
TRÈS SECRET - SIGINT

☐ NATO CONFIDENTIAL
NATO CONFIDENTIEL

☐ NATO SECRET
NATO SECRET

☐ COSMIC TOP SECRET
COSMIC TRÈS SECRET

☐ 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

TBS/SCT 350-103(2004/12)

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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
											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 ☐ Yes
Non 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 ☐ Yes
Non 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).

Design: Forms Management 993-4050
Conception : Gestion des formulaires 993-4062

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliqueront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.