



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

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

**Bid Receiving/Réception des  
sousmissions**

RCMP "H" Division HQ  
Procurement and Contracting Services  
RCMP Mailstop # H-066  
80 Garland Avenue  
Dartmouth, NS B3B 0A7

**Request for a Standing Offer  
Demande d'offre à commandes**

Regional Master Standing Offer  
(RMSO)  
Offre à commandes maître  
régionale (OCMR)

RCMP hereby requests a Standing  
Offer on behalf of the Identified  
Users herein.

GRC autorise par la présente, une  
offre à commandes au nom des  
utilisateurs identifiés énumérés ci-  
après.

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

**Telephone No.  
no de téléphone:**

<b>Title-Sujet</b> Storage of Vehicles & Vehicle Equipment Installation Services – PEI	
<b>Solicitation No. - No. de l'invitation</b> 7187629	<b>Date</b> May 03, 2013
<b>Client Reference No. - No. De Référence du Client</b> N/A	
<b>Solicitation Closes - L'invitation prend fin</b> at 3:00 PM ADT on June 20, 2013	
<b>F.O.B. - F.A.B.</b> See Herein Voir aux présentes	
<b>Address Enquiries to: - Adresser toutes questions</b> à: Rosalee Parsons rosalee.parsons@rcmp-grc.gc.ca	
<b>Telephone No. - No de téléphone</b> (902) 426-4290	<b>Fax No. - N° de FAX:</b> (902) 426-7136
<b>Destination of Goods and Services: Destinations des biens et services:</b> Royal Canadian Mounted Police See herein	
<b>Delivery Required - Livraison exigée:</b> See Herein Voir aux présentes	<b>Delivery Offered - Livraison proposée</b> See Herein Voir aux présentes
<b>Name and title of person authorized to sign on behalf of Vendor/Firm - Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur</b>	
_____	_____
<b>Signature</b>	<b>Date</b>



## **TABLE OF CONTENTS**

### **PART 1 - GENERAL INFORMATION**

1. Introduction
2. Summary
3. Security Requirement
4. Debriefings

### **PART 2 - OFFEROR INSTRUCTIONS**

1. Standard Instructions, Clauses and Conditions
2. Submission of Offers
3. Enquiries - Request for Standing Offers
4. Applicable Laws

### **PART 3 - OFFER PREPARATION INSTRUCTIONS**

1. Offer Preparation Instructions

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

1. Evaluation Procedures
2. Basis of Selection

### **PART 5 - CERTIFICATIONS**

1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer
2. Additional Certifications Precedent to Issuance of a Standing Offer

### **PART 6 - SECURITY AND INSURANCE REQUIREMENTS**

1. Security Requirement
2. Insurance Requirements

### **PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

#### **A. STANDING OFFER**

1. Offer
2. Security Requirement
3. Standard Clauses and Conditions
4. Term of Standing Offer
5. Authorities
6. Identified Users
7. Call-up Procedures
8. Call-up Instrument
9. Limitation of Call-ups
10. Financial Limitation
11. Priority of Documents
12. Certifications
13. Applicable Laws



**B. RESULTING CONTRACT CLAUSES**

1. Statement of Work
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. Insurance Requirements
7. *SACC Manual* Clauses

List of Annexes:

- Annex A - Statement of Work
- Annex B - Basis of Payment
- Annex C - Mandatory Requirements Relating to the Proposal
- Annex D - Security Requirements Checklist
- Annex E - Insurance Requirements



## PART 1 - GENERAL INFORMATION

### 1. Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:
  - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include Annex A Statement of Work, Annex B, Basis of Payment, Annex C Mandatory Requirements Relating to the Proposal, Annex D Security Requirements Checklist, and Annex E Insurance Requirements.

### 2. Summary

To provide labour, certain materials, and supervision necessary to install and remove police emergency equipment, safety equipment, and radio/communication equipment in/on approximately fifteen (15) Royal Canadian Mounted Police (RCMP) vehicles on an "as and when" requested basis, over a twelve-month period, for the Province of Prince Edward Island, in the Atlantic Region, in accordance with the terms and conditions and the Scope of Work as detailed within this document or directed by the Fleet Manager or Site Authority of the RCMP, "L" Division, Prince Edward Island.

To provide an outdoor storage compound located on site of Contractor's installation facility in the Charlottetown or surrounding area that has the capacity to store a minimum of fifteen (15) Royal Canadian Mounted Police (RCMP) vehicles at any one time. The number of vehicles requiring storage will fluctuate.



The period of the Standing Offer is anticipated to be from July 1, 2013 to June 30, 2014 with two (2) options to extend for two (2) additional twelve months periods.

There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Insurance Requirements, and Part 7A - Standing Offer.

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), the Agreement on Internal Trade (AIT), the Canada-Chile Free Trade Agreement (CCFTA), Canada - Peru Free Trade Agreement (CPFTA) and Canada-Colombia Free Trade Agreement.

### **3. Security Requirement**

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses.

### **4. Debriefings**

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

## **PART 2 - OFFEROR INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this RFSO is issued by RCMP, any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this RFSO, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2012-11-19) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Section 01 – Code of Conduct and Certification – Offer of 2006 referenced above is amended as follows:

Delete subsection 1.4 and 1.5 in their entirety.



## 2. Submission of Offers

Offers must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

Tenders MUST be submitted in a SEALED ENVELOPE, clearly marked:

**"TENDER FOR Storage of Vehicles & Vehicle Equipment Installation Services – PEI**

Solicitation # 7187629

RCMP Procurement & Material Management

Attention: Rosalee Parsons Regional Procurement Officer".

*Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to RCMP will not be accepted.*

## 3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

## 4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Prince Edward Island.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

### PART 3 - OFFER PREPARATION INSTRUCTIONS

#### 1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (2 hard copies)  
Section II: Financial Offer (1 hard copy)  
Section III: Certifications (1 hard copy)



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
7187629

---

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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>). To assist Canada in reaching its objectives, offerors should:

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

**Section I: Technical Offer**

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

The technical bid consists of the following:

- a) Completed and signed page 1 of this RFSO
- b) Descriptive literature to substantiate compliancy to Mandatory Technical Criteria found in Appendix C.

**Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Annex B - Basis of Payment

The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

The financial bid consists of the following:

- a) Completed Annex B Basis of Payment.

**Section III: Certifications**

Offerors must submit the certifications required under Part 5.

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

**1. Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.



- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

## **1.1. Technical Evaluation**

### **1.1.1 Mandatory Technical Criteria**

Mandatory Technical Evaluation Criteria are outlined in the Annex C - Mandatory Requirements Relating to the Proposal.

## **1.2 Financial Evaluation**

The price of the offer 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.

## **2. Basis of Selection**

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

## **PART 5 - CERTIFICATIONS**

Offerors must provide the required certifications and related documentation to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

### **1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer**

#### **1.1 Code of Conduct and Certifications - Related documentation**

- 1.1.1** By submitting an offer, the Offeror certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting an offer, the Offeror certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Offeror, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any offer in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the





certifications is found to be untrue, in any respect, by Canada. The Offeror and any of the Offeror's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the entire period of the Standing Offer and any call-ups made against the Standing Offer.

**2. Additional Certifications Precedent to Issuance of a Standing Offer**

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

**2.1 Federal Contractors Program - Certification**

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal 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 a reduction of their workforce to less than 100 employees. Any offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

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

The Offeror 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 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;
- d. ( ) has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: \_\_\_\_\_.

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

**2.2 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, offerors must provide the information required below.



**Definitions**

For the purposes of this clause,

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

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

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

**Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES ( ) NO ( )**

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

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

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

**Work Force Reduction Program**

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

If so, the Offeror must provide the following information:

- a. name of former public servant;



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government of Canada	Gouvernement du Canada	<b>Solicitation No./ No del'invitation:</b> 7187629
-------------------------	---------------------------	--

---

- 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.

**2.3 Rate or Price Certification**

The Offeror certifies that the price proposed:

- a) is not in excess of the lowest price charged anyone else, including the Offeror's most favoured customer, for the like quality and quantity of the goods, services or both; and
- b) does not include an element of profit on the sale in excess of that normally obtained by the Offeror on the sale of goods, services or both of like quality and quantity.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS**

**1. Security Requirement**

1.1 Before issuance of a standing offer, the following conditions must be met:

- (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
- (b) the Offeror'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 7A - Standing Offer;
- (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

1.2 Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.

1.3 For additional information on security requirements, offerors should consult **Annex D -Security Requirements Checklist**



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
**7187629**

---

**2. Insurance Requirements**

The Contractor must comply with the insurance requirements specified in Part 7B Section 6.0. 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.

**PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

**A. STANDING OFFER**

**1. Offer**

**1.1** The Offeror offers to fulfill the requirement in accordance with the **Statement of Work at Annex "A"**.

**2. Security Requirement**

Refer to the **Annex D Security Requirements Checklist**.

**3. Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this Standing Offer and resulting contract(s) are issued by RCMP, any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

**3.1 General Conditions**

2005 (2012-11-19) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

Section 11 Code of Conduct and Certifications – Standing Offer of 2005 referenced above is amended as follows:



Delete subsection 11.4 in its entirety.

#### **4. Term of Standing Offer**

##### **4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from July 1, 2013 to June 30, 2014.

##### **4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two (2) additional twelve (12) month periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 30 business days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

#### **5. Authorities**

##### **5.1 Standing Offer Authority**

The Standing Offer Authority is:

Rosalee Parsons  
Regional Procurement Officer  
RCMP "H" Division HQ  
Procurement and Contracting Services  
RCMP Mailstop # H-066  
80 Garland Avenue  
Dartmouth, NS B3B 0A7  
Tel: 902-426-4290  
Fax: 902-426-7136  
E-mail: [rosalee.parsons@rcmp-grc.gc.ca](mailto:rosalee.parsons@rcmp-grc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

##### **5.2 Project Authority**

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

##### **5.3 Offeror's Representative**

Name of Authorized Representative: \_\_\_\_\_



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government of Canada	Gouvernement du Canada	<b>Solicitation No./ No del'invitation:</b> 7187629
-------------------------	---------------------------	--

---

Legal Company Name: \_\_\_\_\_  
 Operating Name (if different from above): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

**6. Identified Users**

The Identified Users authorized to make call-ups against the Standing Offer are:  
 Call-up valued over \$10K: The RCMP Contracting Authority listed herein.  
 Call-up valued under \$10K: Fleet Managers, RCMP Atlantic Region Transport Services.

**7. Call-up Instrument**

The Work will be authorized or confirmed by the Identified User(s) using form 942 Call-up Against a Standing Offer.

**8. Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Goods and Services Tax or Harmonized Sales Tax included).

**9. Financial Limitation**

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ (To be inserted at Standing Offer issuance) (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three (3) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

**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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C General Conditions – Services (Medium Complexity) (2013-03-21);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:**  
7187629

---

- g) Annex C, Mandatory Requirements Relating to the Proposal;
- h) Annex D, Security Requirements Checklist;
- i) Annex E, Insurance Requirements;
- j) the Offeror's offer dated \_\_\_\_\_ *(to be inserted the Contracting Authority upon award of Standing Offer)*

## **11. Certifications**

### **11.1 Compliance**

Compliance with the certifications and related documentation provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

### **11.2 SACC Manual Clauses**

M3020C Status and Availability of Resources 2010-01-11

M3000C Price Lists 2006-08-15

M3800C Estimates 2006-08-15

## **12. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. *(to be inserted by Offeror)*

## **B. RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### **1. Statement of Work**

The Contractor must perform the Work described in the call-up against the Standing Offer.

### **2. Standard Clauses and Conditions**

#### **2.1 General Conditions**

2010C (2012-11-19), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

Section 27 Code of Conduct and Certifications – Contract of 2010C referenced above is amended as follows:

Delete subsection 27.4 in its entirety.



## 2.2. SACC Manual Clauses

A9039C	Salvage	2008-05-12
A9068C	Site Regulations	2010-01-11

## 3. Term of Contract

### 3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

## 4. Payment

### 4.1 Basis of Payment

The Contractor will be paid in accordance with Annex B – Basis of Payment.

### 4.2 SACC Manual Clauses

A9117C	T1204 - Direct Request by Customer Department	2007-11-30
C0504C	Overtime Work - Fixed Time Rate	2010-01-11
C0710C	Time and Contract Price Verification	2007-11-30
C0711C	Time Verification	2008-05-12
C6000C	Limitation of Price	2011-05-16
H1001C	Multiple Payments	2008-05-12

## 5. Invoicing Instructions

5.1 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 any documents as specified in the Call-up;

5.2 Invoices must be distributed as follows:

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

## 6. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex E. 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**

**STANDARD EQUIPMENT INSTALLATION**

**Type 1: Basic Marked Police Vehicle - Sedan**

The vehicle will be built in accordance with the RCMP Install Manual plus additional mandatory equipment:

- light bar assembly
- shotgun rack
- police radio
- antenna (2) two
- security shield (1) one
- dashmount system which includes the center console
- siren controller unit, siren and siren speaker
- power distribution unit
- rear traffic advisor
- Mobile Work Station
- decals - stripe kit, radio call numbers, Canada wordmark, high visibility markings

**Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof Sedan**

The vehicle will be built in accordance with the RCMP Install Manual plus additional mandatory equipment:

- shotgun rack
- police radio
- antenna (2) two
- security shield (1) one
- radar
- mirror beam lights
- grill lights
- dashmount system which includes the center console
- siren controller unit, siren and siren speaker
- power distribution unit
- rear traffic advisor
- Mobile Work Station
- decals - stripe kit, radio call numbers, Canada wordmark, high visibility markings

**Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan**

The vehicle will be built in accordance with the RCMP Install Manual plus additional mandatory equipment

- light bar assembly
- shotgun rack
- security shield (1) one
- radar
- police radio
- antenna (2) two
- dashmount system which includes the center console
- siren controller unit, siren and siren speaker



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
**7187629**

---

- power distribution unit
- rear traffic advisor
- Mobile Work Station
- decals - stripe kit, radio call numbers, Canada wordmark, high visibility markings

**Type 4: Marked Truck/SUV**

- light bar assembly
- siren controller unit, siren and siren speaker
- head light flashers
- computer mount
- corner strobes/power package and/or vertex lights
- rear deck lighting
- grill lights
- console or dashmount unit
- shotgun rack
- security shield (1) one
- rear cargo shield
- police radio
- cell phone/hands free kit
- antenna (2) two
- base wiring
- secure idle
- decals - stripe kit, radio call numbers, Canada wordmark, high visibility markings

**REMOVAL OF EQUIPMENT**

**Type 1: Basic Marked Police Vehicle - Sedan**

- light bar assembly
- headlight flashers
- computer mount
- corner strobes and power supplies and/or vertex lights
- shotgun rack
- security shield (1) one
- police radio
- cell phone/hands free kit
- antenna (2) two
- base wiring
- trunk tray
- dashmount system which includes the center console
- siren controller unit, siren and siren speaker
- power distribution unit
- rear traffic advisor
- mobile work station
- secure idle - disconnected

**Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof Sedan**

- headlight flashers
- computer mount
- shotgun rack
- corner strobes and power supplies and/or vertex lights
- security shield (1) one



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
7187629

---

- police radio
- cell phone/hands free kit
- antenna (2) two
- radar
- base wiring
- trunk tray
- dashmount system which includes the center console
- siren controller unit, siren and siren speaker
- power distribution unit
- rear traffic advisor
- Mobile Work Station
- secure idle - disconnected

**Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan**

- light bar assembly
- headlight flashers
- computer mount
- corner strobes and power supplies and/or vertex lights
- shotgun rack
- security shield (1) one
- police radio
- cell phone/hands free kit
- antenna (2) two
- base wiring
- radar
- trunk tray
- dashmount system which includes the center console
- siren controller unit, siren and siren speaker
- power distribution unit
- rear traffic advisor
- Mobile Work Station
- secure idle - disconnected

**Type 4: Marked Truck/SUV**

- light bar assembly
- siren controller unit, siren and siren speaker
- head light flashers
- computer mount
- corner strobes/power package and/or vertex lights
- rear deck lighting
- grill lights
- console or dashmount unit
- shotgun rack
- security shield (1) one
- rear cargo shield
- police radio
- cell phone/hands free kit
- antenna (2) two
- base wiring
- secure idle - disconnected



## **1.0 SUMMARY OF REQUIREMENT**

To provide labour, certain materials, and supervision necessary to install and remove police emergency equipment, safety equipment, and radio/communication equipment in/on approximately fifteen (15) Royal Canadian Mounted Police (RCMP) vehicles on an "if and when" requested basis, over a twelve-month period, for the Province of Prince Edward Island, in the Atlantic Region, in accordance with the terms and conditions and the Scope of Work as detailed within this document or directed by the Fleet Manager or Site Authority of the RCMP, "L" Division, Prince Edward Island.

To provide an outdoor storage compound located on site of Contractor's installation facility in the Charlottetown or surrounding area that has the capacity to store a minimum of fifteen (15) Royal Canadian Mounted Police (RCMP) vehicles at any one time. The number of vehicles requiring storage will fluctuate.

In conjunction with the criteria outlined in this proposal, Standing Offer award will be based on capacity, turn around time to deliver the service, best price and storage availability.

It is estimated that 15 vehicles will be equipt per 12 month period and that 15 vehicles will be de-equipped over the same period.

## **2.0 FACILITY REQUIREMENT:**

1. Storage facility to be located on site of Contractor's installation facility in the Charlottetown or surrounding area
2. Capability of providing storage for a minimum of 15 police vehicles. To avoid damaging the new vehicle battery, the contractor must ensure that the battery is disconnected in the vehicles being stored at their location. Vehicles must be moved periodically to avoid flattening of the tires.
3. Storage facility to meet security conditions as outlined in "Appendix C".
4. Capability to complete vehicle equipment installation within the following time frame:

Marked/Unmarked Police Package Car - within three working days  
Marked/Unmarked Police Package Truck - within five working days  
Unmarked Police Car - within two working days  
Unmarked Police Truck - within two working days  
Specialty vehicles - within five working days

Installation schedules will be provided by RCMP AR Transport Section on a monthly basis. The installation schedule will specify the expected delivery date for the vehicles listed therein.

5. Vehicle Inventory: The contractor shall complete form 2132 - Vehicle Inspection sheet and submit it electronically or fax it to RCMP AR Transport Section upon receipt and inspection of vehicle.

The original NVIS form will be mailed to the RCMP Fleet Administrator, address to be provided upon award of Standing Offer.



A copy of Form 2132 will be provided by RCMP AR Transport Section upon award of Standing Offer Agreement

The contractor will provide the Fleet Administrator with the vehicle inspection number and odometer reading of new vehicles for registration purposes.

6. Capability of invoicing on a per-vehicle basis **upon completion and inspection** of all work and services by an RCMP representative.

All services are to be itemized individually on the invoice.

### **3.0 DESCRIPTION OF SERVICES TO BE PROVIDED**

**\*\*NOTE: ONLY RCMP APPROVED EQUIPMENT IS TO BE USED ON/IN RCMP VEHICLES. ALL EQUIPMENT MUST BE APPROVED BY THE RCMP AR TRANSPORT SECTION PRIOR TO INSTALLATION\*\***

**\*\*NOTE: THE CONTRACTOR MUST HAVE APPROVAL FROM RCMP AR TRANSPORT SECTION PRIOR TO FABRICATING ANY PRODUCT FOR THE INSTALLATION OF EQUIPMENT IN RCMP OWNED VEHICLES, THIS INCLUDES BUT IS NOT LIMITED TO BRACKETS AND CAGES.**

**THE CONTRACTOR SHALL INSTALL AND REMOVE THE FOLLOWING POLICE EMERGENCY EQUIPMENT AS AND WHEN REQUIRED IN CONSULT WITH RCMP INSTALLATION MANUAL AND/OR MANUFACTURER'S INSTRUCTIONS:**

### **4.0 INSTALLATION OF EQUIPMENT**

#### **4.1 Decal Package**

The contractor shall install decal package on fully marked police vehicles. R.C.M. Police will provide complete decal package for installation.

**Removal of all decals including the conspicuity (high visibility) markings with no damage to the vehicle's paint will be done on an "if and when requested" basis.**

#### **4.2 Base Wiring**

All wiring is to be installed in a neat and orderly manner and be supported by wire ties as required. All installed wiring shall be protected by high temperature nylon loom, rated at 300°Fahrenheit. All installed wiring shall not interfere with or stress manufacturers' wiring. A hole shall be drilled in the vehicle fire wall approximately 1 3/8" in diameter to accommodate lighting and police radio wiring. A grommet shall be used in apertures in the vehicle to protect wiring and the hole will be sealed with a silicone sealant.

Wires shall be routed to the trunk/rear of the vehicle using existing wiring track on vehicle's passenger side



The contractor shall install two (2) forty (40) amp circuit breakers or equivalent in the engine compartment on all fully marked vehicles to accommodate power feeds for lighting equipment. Ten (10) gauge red and white feeds shall be run from the battery into the console area. An additional ten (10) gauge black feed shall be run from the battery to the console to serve as a ground.

#### **4.3 Police Vehicle Light Bar Installation**

Mounting locations will be determined and provided.

The contractor shall lower the vehicle head liner to drill a hole in the roof of the vehicle directly beneath the light bar. A rubber grommet shall be inserted in the hole to protect the light bar cables from damage and sealed with silicone or urethane to prevent water leaks to head liner.

Light bar is to be fastened using light bar manufacturers' mounting hardware.

Marked Truck - The light bar cable shall be routed down either the vehicle "A" or "B" pillar and terminated at the multifunction control panel.

Marked Car - The light bar cable to be routed down the vehicle "C" pillar and terminated at the multifunction control panel.

#### **4.4 Additional Lighting**

As determined by RCMP AR Transport, additional lighting may be required and can include:

- headlight flasher
- strobe power supplies, cables and strobe tubes
- deck lighting
- directional arrow beacons
- grill lights
- daytime running lamp (DRL) cut out switch
- rear view mirror light kit
- partition mounted alley lights (for slick roof application)
- vertex lights
- visor light

#### **4.5 Headlight Flasher**

The contractor shall install an alternating head light flasher under the hood. This unit will not interfere with vehicle components and wiring. The DRL module will be automatically overridden during head light flasher usage.

#### **4.6 Strobe Power Supplies**

The contractor shall install sealed strobe power supplies under the hood in a convenient location and will not interfere with vehicle components and wiring. All connectors utilized on the strobe power supply will be sealed with silicone grease to ensure waterproofing. All cables will be routed to prevent chaffing. Unsealed strobe power supplies may be installed in driver's compartment or in the truck area.

#### **4.7 Rear Deck Lights**

The contractor shall mount rear deck lights as close to the third brake light as possible. These lights must be securely bolted to the rear deck.



#### **4.8 Directional Arrow Beacons**

The contractor shall install directional arrow beacons on the rear window deck fastened as low as possible but above high mount brake lamp. Where possible, avoid drilling holes through deck panel. Wiring shall terminate at beacon manufacturers' control panel or trunk area as required.

#### **4.9 Grill Lights**

The contractor shall install grill lights behind or in front the vehicle grill. An alternating flasher may be installed in the engine compartment to activate these lights. This unit shall not interfere with vehicle components, and wiring.

#### **4.10 Daytime Running Lamps Switch**

The contractor shall install a daytime running lamp cut-out switch to disable the headlamps at user's discretion. If a disable switch is not supported on the multifunction control panel, a small rocker switch should be installed as close to the headlight switch as possible. Disabling lights must not trigger onboard diagnostic trouble codes. An indicator light that warns the driver when the DRL are disabled is required.

#### **4.11 Rear View Mirror Light Kit**

The contractor shall install the rear view mirror light kit in front and above the rear view mirror. Wiring will be tucked in under the head liner and routed through the passenger side "A" pillar and is to be connected to the lighting controller.

- partition mounted alley lights (for slick roof application)
- vertex lights
- visor light

#### **4.12 Multifunction Control Panel**

The contractor shall install the multifunction control panel. Controllers shall consist of one 3-position slide switch and at least five push button switches.

**\*\*NOTE: All powered police equipment is to be fused as per manufacturers specifications.**

#### **4.13 Protective Partition**

The contractor shall install a protective partition in a vehicle as required between the driver and rear passenger compartments. This partition shall be installed as per manufacturer's recommendations. For older partitions still in use, a partition transfer kit will be supplied by the RCMP to facilitate installation.

For SUV type vehicles, a cargo partition provided by the RCMP shall be installed between rear passenger seat and cargo areas.

#### **4.14 Shot gun rack**

The contractor shall install a shot gun rack on the protective partition as per the RCMP install manual. Wiring should be concealed from view.

#### **4.15 Disabling of rear door handles/locks and windows.**

The contractor shall disable rear door handles and locks on all vehicles equipped with a rear partition for the transport of prisoners. Windows shall be disabled with the driver maintaining the ability to operate.



### **5.0 REMOVAL OF EMERGENCY EQUIPMENT**

When vehicle life cycle is complete, the contractor shall remove all police equipment without damage to the equipment, vehicle and manufacturer's wiring. RCMP supplied Inventory Sheet will be completed and submitted electronically or faxed to RCMP AR Transport Section. .

Daytime running lamps will be reconnected. Rear door handles, locks and windows will be re-activated. Secure idle will be disconnected. Contractor's must advise AR Transport Section when a vehicle is received at their location without all seats. AR Transport Section will locate the seats which must be re-installed prior to disposal.

In consultation with AR Transport Section, equipment, when required, will be restored. Equipment will be stored until is it to be used on a future install or until it is returned to an RCMP facility for disposal. Decals will be removed on an "as required" basis and will not be part of the standard de-equip.

### **Consistency**

All components and wiring installed in police vehicles shall be located/routed exactly the same on same model vehicles.

All work is to be performed at the contractor's workplace. Major components shall be supplied by the RCMP from the "H" Division Warehouse.

The contractor shall supply his/her own tools as well as consumable items such as bolts, screws, wires, connectors, high temperature loom and tie wraps. All bolts, screws, and washers must be cadmium plated to prevent rust.

### **6.0 COMMUNICATIONS EQUIPMENT INSTALLATION**

Communications equipment will be issued by RCMP IT Operations, to be used for replacement of old or damaged equipment and for new vehicle installations. This equipment is to be housed in an access controlled area. The communication equipment includes:

1. radios
2. data modem
3. computer
4. computer mounts
5. cell phones and hands free kits
6. antenna
7. card reader
8. printers

### **6.1 Console Equipment Mounting**

The contractor shall fabricate brackets to mount the siren, radio and switch panel on the transmission hump of the vehicle when approved by AR RCMP Transport. Care must be taken when utilizing self tapping screws to prevent excessive lengths of the screw making contact with the drive shaft or vehicle transmission.

The contractor will be required to recondition mounting brackets being removed from existing vehicles. This includes: removing toggle switches, terminal strip, tubular filters, fuse block assembly and lighter; cleaning the components, painting the console; reassembly.





## **6.2 Computer Mount**

The computer mount is a communications equipment mount, complete with mounting rail, equipment housing and docking station with an adjuster. This mount is supplied by the RCMP and installed in designated vehicles.

The contractor shall install RCMP supplied radio transceiver and RCMP supplied loud hailer/siren units in the mount with docking station/relay box. This includes the installation of the mount in RCMP cars/trucks and any modifications necessary to mount/housing. The contractor shall install the antenna and cable on roof mount. The contractor shall install the loudhailer/siren speaker mounted under the hood or externally.

The contractor will be required to recondition the computer mount. This includes: fuse block assembly, lighter plugs, armrest, wiring: repair switch, lights, wiring. Check docking station for functionality and contact RCMP IT Operations if repairs are required. Clean components, paint if required and reassemble.

## **6.3 Auxiliary radio transceivers and RCMP radio transceivers**

RCMP supplied auxiliary transceivers are used for special uses, such as Citizens Band. The RCMP radio transceivers include both trunk mount and front mount units.

The contractor shall install an auxiliary radio transceiver in installed computer mount for RCMP car/trucks. This includes any modifications necessary to mount/housing.

## **6.4 Telecommunications Antennas**

All radio antennas will be provided by IT Ops and installed by the contractor in RCMP vehicles. Most antennas will be roof mounted. Where possible, antennas are to be located a minimum of 18" front light bar and 18" between antennas. Number and type of antenna to be determined and specified on the work order for vehicle installation. Four (4) will be the maximum number installed on any one vehicle.

Unmarked vehicles require low profile disguised antennas and/or glass mount antennas.

## **6.5 External Transceiver Speaker**

An external speaker is provided with each radio. Where vehicle models permit, the contractor shall remove the ashtray/combination coffee cup holder from the vehicle and the speaker is to be mounted in this location on the front dash. All wiring to this location is to be concealed beneath the carpet. RCMP IT Ops will also be responsible for supplying an additional three (3) outlet power point, which is bolted to this two (2) way a radio speaker.

**Special Note: The RCMP does not utilize the power points in the computer consoles.**

## **6.6 Computer Installation**

The computer mount includes a baseplate to which the computer mount and consoles are attached. The front of this console shall also include the installation of a "battery saver" device, which shall be set to stay active for a duration specified by RCMP IT Ops. Both the Battery Saver and the twelve (12) volt power supply shall be wired tied to the front of the base plate as required.

## **6.7 Cell Phones**

The contractor shall install cellular phones and hands free kits complete with antenna and booster (if required) in RCMP cars and trucks. RCMP IT Ops will provide new phones/hands free kits when required. Cell phones/hands free kits are to be transferred from the old vehicle to the new replacement vehicle.



All outdated, damaged Telecoms equipment must be returned to RCMP IT Ops for disposal. The location to be provided on award of Standing Offer.

### **6.8 Miscellaneous Items**

The contractor shall as required and approved by AR RCMP Transport and as per manufacturer's instructions:

Install RCMP loud hailer/siren unit, undisguised mount (without console or mount), in RCMP cars and trucks.

Install one docking station for mobile work station into RCMP cars/trucks, complete with modem/GPS and roof mounted antennas.

Install mobile satellite phone and car kit, complete with antenna, in RCMP cars and trucks.

Install video incident capture system (Vics) equipment complete with accessories and antenna.

Install radar speed metre equipment complete with antenna in RCMP cars and trucks.

### **7.0 REMOVAL OF COMMUNICATIONS EQUIPMENT**

When the vehicle life cycle is complete, the contractor shall remove all communications equipment without damage to the equipment, vehicle and manufacturer's wiring. Removal of all items noted above is to include restoration of all wiring and tagging (as directed) and approved by AR RCMP Transport. RCMP supplied Inventory Sheets will be completed by contractor and submitted electronically or faxed to RCMP AR Transport Section. Equipment will be stored on the contractor's site until it is to be used on a future install or until it is returned to an RCMP facility for disposal.

### **Consistency**

All components and wiring installed in police vehicles will be located/routed exactly the same on same model vehicles.

All work is to be performed at the contractor's workplace.

The contractor is to supply his/her own tools as well as consumable items such as bolts, screws, wires, connectors, high temperature loom and tie wraps. All bolts, screws, and washers must be cadmium plated to prevent rust.

**\*\*NOTE:** Electronic equipment will not be refurbished by the contractor. Any electronic equipment requiring refurbishing will be returned to RCMP facility. In these instances, the contractor is required to notify RCMP AR Transport who will provide instruction.

### **8.0 PREPARATION OF VEHICLES FOR AUCTION**

The contractor shall provide the vehicle car code, Vehicle Identification Number (VIN) and the odometer reading to RCMP AR Transport which will signify that the vehicle is ready for disposal. RCMP AR Transport will arrange for vehicle pick-up and disposal.

Daytime running lamps will be reconnected. Rear door handles, locks and windows will be reconnected. Secure idle will be disconnected. Contractors must advise AR Transport Section when a vehicle is received at their location without all seats. AR Transport Section will locate the seats which must be re-installed prior to disposal.

### **9.0 DELIVERABLES**

The contractor shall provide equipment installation and repair cost sheets for each work order. The contractor shall complete an inventory sheet for RCMP equipment in his/her possession.



The contractor shall immediately notify RCMP AR Transport of any equipment that is damaged or lost while at the contractor's facility.

The contractor shall immediately notify RCMP AR Transport of any items found in the RCMP vehicles. RCMP AR Transport will advise on what to do with the found items.

The contractor shall notify RCMP AR Transport of any equipment that is deemed redundant and provide the RCMP AR Transport with the vehicle number from which the equipment was taken. The equipment will be sent back to RCMP facility or disposed of as instructed by the RCMP AR Transport

#### **10.0 GOVERNMENT FURNISHED SUPPORT/EQUIPMENT**

RCMP AR Transport will provide the contractor with a listing of RCMP vehicles for equipment installation and/or removal on a monthly basis, minimum.

RCMP AR Transport will provide the contractor with a list of equipment items to be installed or removed on each vehicle.

The RCMP will supply major components and emergency equipment. The components and emergency equipment supplied by the RCMP may be new, used or require refurbishing by the contractor as per direction from RCMP AR Transport.

#### **11.0 CARE, CONTROL AND CUSTODY**

The contractor is responsible for the care, control and custody of RCMP vehicles and equipment while performing any services pursuant to the terms of the standing offer. Any misuse or abuse of RCMP vehicles and/or equipment could result in immediate withdrawal from the Standing Offer.

#### **12.0 MANDATORY REQUIREMENTS FOR THE PROVISION OF THE SERVICE**

All work **will** be fully guaranteed for a period of ninety (90) days. Defects identified during the warranty period **will** be repaired free of charge. If vehicle has been transferred to a remote location, the contractor is required to provide telephone troubleshooting services in order to resolve warranty issues. If the vehicle is unable to return to the contractor's facility, the contractor will be responsible for the costs incurred to have the defect repaired by another supplier.

The successful contractor **will** maintain minimum liability insurance of \$1,000,000 against the loss and/or damage of RCMP property in their care, custody or control pursuant to the terms of the standing offer.

#### **13.0 DELIVERY: REQUIRED DELIVERY WILL BE STATED ON THE WORK ORDER**

Vehicles considered "on the install schedule" are vehicles for which Transport Services have not been notified are ready for service. Transport Service must be notified, by the contractor, via e-mail, that vehicles are ready for service.

The contractor **will** ensure only authorized contractor personnel drive RCMP vehicles. All contractor personnel required to drive the RCMP vehicles will have a clean drivers abstract. A driver's abstract for each contractor personnel performing the services will be provided to the RCMP Fleet Manager, or designated representative, prior to commencement of service. Any contractor personnel with a poor driving record can be rejected. All marked vehicles must display a visible "Out of Service" sign.

**Note:** It is the contractor's responsibility to provide the RCMP Fleet Manager or designated representative with this documentation.

All installations **will** be in accordance with Provincial Legislation with respect to the Provincial Highway Act.

All installations **will** also be in accordance with National/Provincial standards.



All connectors **will** be soldered and double wall heat shrunk. No cabling or wiring is to be cut. It **will** be coiled and tied only.

All dismantling and removal of equipment on RCMP vehicles **will** be done in the same method that was used in the installation of equipment.

The contractor **will** have capability to securely store all RCMP owned accessories until they are to be used to complete a vehicle install, returned to RCMP facility or disposed of by the RCMP.

The contractor **will** have capability to provide **all** services on site.

#### **14.0 SERVICE QUALITY REQUIREMENTS**

1. The RCMP may perform any inspection thought necessary to ensure that installations meet the standards described in this specification. The contractor will be promptly notified when the standard for vehicle retrofit has not been met. The contractor will be responsible for jockey service as described herein and rectifying all deficiencies.
2. The battery must be disconnected whenever the contractor is working on any police motor vehicle. This is required in order to prevent discharge of battery, electrical circuits shorting out, fuses blowing and vehicle fires.
3. The contractor must check for wiring/wiring harness, fuel lines, fuel tanks, drive shaft, air bag sensors and coolant lines whenever drilling holes on any police motor vehicle to prevent damage.
4. The contractor must report any damaged part or damaged vehicle to RCMP AR Transport prior to repairing. The contractor is responsible for any damages due to negligence during the entire period the vehicle is in their custody. No costs for such repairs shall be borne by the RCMP.
5. All RCMP equipment installed by the contractor must be in good operating condition. If it is not, the contractor will notify RCMP AR Transport immediately.

#### **15.0 MISCELLANEOUS**

##### **15.1 Jockey Service**

The contractor shall, on an as and if required basis, pick vehicles up at dealers in the Charlottetown, Prince Edward Island area and deliver to the contractor's secure compound.

##### **16.0 STORAGE COMPOUND**

The contractor is to provide safe storage and maintain the following security features around the storage compound:

1. An eight-gauge chain link fence, not less than 8 feet high with the bottom of the fence not more than 2 inches from the ground and the top secured by an angled one foot extension for extra security.
2. Access by two separate gates.
3. Sufficient lighting to illuminate vehicles contained therein.



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
7187629

---

**The secure storage compound will be inspected by an RCMP representative prior to award of Standing Offer.**

**\*\*NOTE: Storage area surface may be gravel or pavement. However, the surface must be in such a condition as to ensure no damage to RCMP owned vehicles.**



Government of Canada	Gouvernement du Canada	<b>Solicitation No./ No del'invitation:</b> 7187629
----------------------	------------------------	--

**APPENDIX "B"**  
**BASIS OF PAYMENT**

**Financial Evaluation**

Bidders must fill in the prices for all the items listed below. Firm all inclusive rates, including overhead, profit and all related costs for the services as described in the attached Statement of Work - Annex A.

**PRICING TABLE**  
**YEAR ONE**

	Price Per Car (a)	Estimated Quantity (Cars) (b)	Extended Price (a) x (b)
<b><u>INSTALLATION OF STANDARD EQUIPMENT</u></b>			
Type 1: Basic Marked Police Vehicle	\$ _____	15	\$ _____
Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof	\$ _____	15	\$ _____
Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan	\$ _____	15	\$ _____
Type 4: Marked Truck/SUV	\$ _____	15	\$ _____
<b><u>REMOVAL OF STANDARD EQUIPMENT</u></b>			
Type 1: Basic Marked Police Vehicle	\$ _____	15	\$ _____
Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof	\$ _____	15	\$ _____
Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan	\$ _____	15	\$ _____
Type 4: Marked Truck/SUV	\$ _____	15	\$ _____
<b><u>INSTALLATIONS</u></b>			
Decal Package includes conspicuity kit	\$ _____	15	\$ _____
Base Wiring	\$ _____	15	\$ _____
Police Vehicle Light Bar	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:  
7187629**

Head Lamp Alternating Flashers	\$ _____	15	\$ _____
Directional Arrow Beacons (Traffic Advisors)	\$ _____	15	\$ _____
Four (4) Corner Strobe with power supplies	\$ _____	15	\$ _____
Front Grill Lights	\$ _____	15	\$ _____
Rear View Mirror Light Kit	\$ _____	15	\$ _____
Visor Light (hardwired)	\$ _____	15	\$ _____
Mirror Beam Lighting	\$ _____	15	\$ _____
Vertex Lighting	\$ _____	15	\$ _____
Rear Deck Light	\$ _____	15	\$ _____
Compartment Light for In-Car Video System	\$ _____	15	\$ _____
Smart/Light Controller – Marked Sedan	\$ _____	15	\$ _____
Siren/Lighting Controller - Marked Truck	\$ _____	15	\$ _____
Siren/Lighting Controller – Surveillance Sedan	\$ _____	15	\$ _____
Siren/Lighting Controller – Surveillance Truck	\$ _____	15	\$ _____
Daytime Running Light Switch	\$ _____	15	\$ _____
Multifunction Control Panel	\$ _____	15	\$ _____
Switch Box	\$ _____	15	\$ _____
Relay Box	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Marked Vehicle	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Unmarked Vehicle	\$ _____	15	\$ _____
RCMP Radio Transceivers	\$ _____	15	\$ _____



**Royal Canadian Mounted Police**  
**Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
7187629

Loud Hailer/Electronic Siren	\$ _____	15	\$ _____
Antenna	\$ _____	15	\$ _____
Radar Speed Metering Equipment	\$ _____	15	\$ _____
Video Incident Capture System	\$ _____	15	\$ _____
Prisoner Partition (Silent Patrolman)	\$ _____	15	\$ _____
Rear Passenger Door Window Bars - 2	\$ _____	15	\$ _____
SUV Type Vehicle Cargo Partition	\$ _____	15	\$ _____
SUV Type Vehicle Cargo Doors and Windows	\$ _____	15	\$ _____
Shotgun Rack	\$ _____	15	\$ _____
Center Console	\$ _____	15	\$ _____
Computer Mount	\$ _____	15	\$ _____
Docking Station	\$ _____	15	\$ _____
Card Reader	\$ _____	15	\$ _____
Cellular Phone Car Kit	\$ _____	15	\$ _____
Mobile Satellite Phone and Car Kit	\$ _____	15	\$ _____
<b><u>REMOVALS</u></b>			
Decal Package includes conspicuity kit	\$ _____	15	\$ _____
Base Wiring	\$ _____	15	\$ _____
Police Vehicle Light Bar	\$ _____	15	\$ _____
Head Lamp Alternating Flashers	\$ _____	15	\$ _____
Directional Arrow Beacons (Traffic Advisors)	\$ _____	15	\$ _____





**Royal Canadian Mounted Police**  
**Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
7187629

Four (4) Corner Strobe with power supplies	\$ _____	15	\$ _____
Front Grill Lights	\$ _____	15	\$ _____
Rear View Mirror Light Kit	\$ _____	15	\$ _____
Visor Light (hardwired)	\$ _____	15	\$ _____
Mirror Beam Lighting	\$ _____	15	\$ _____
Vertex Lighting	\$ _____	15	\$ _____
Rear Deck Light	\$ _____	15	\$ _____
Compartment Light for In-Car Video System	\$ _____	15	\$ _____
Siren/Light Controller – Marked Sedan	\$ _____	15	\$ _____
Siren/Light Controller – Marked Truck	\$ _____	15	\$ _____
Siren/Light Controller – Surveillance Sedan	\$ _____	15	\$ _____
Siren/Light Controller – Surveillance Truck	\$ _____	15	\$ _____
Daytime Running Light Switch	\$ _____	15	\$ _____
Multifunction Control Panel	\$ _____	15	\$ _____
Switch Box	\$ _____	15	\$ _____
Relay Box	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Marked Vehicle	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Unmarked Vehicle	\$ _____	15	\$ _____
RCMP Radio Transceivers	\$ _____	15	\$ _____
Loud Hailer / Electronic Siren	\$ _____	15	\$ _____
Antenna	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government of Canada    Gouvernement du Canada    **Solicitation No./ No de l'invitation:**  
7187629

Radar Speed Metering Equipment	\$ _____	15	\$ _____
Video Incident Capture System	\$ _____	15	\$ _____
Prisoner Partition (Silent Patrolman)	\$ _____	15	\$ _____
Rear Passenger Door Window Bars - 2	\$ _____	15	\$ _____
SUV Type Vehicle Cargo Partition	\$ _____	15	\$ _____
Shielding on Rear Cargo Doors and Windows	\$ _____	15	\$ _____
Shotgun Rack	\$ _____	15	\$ _____
Center Console	\$ _____	15	\$ _____
Computer Mount	\$ _____	15	\$ _____
Docking Station	\$ _____	15	\$ _____
Card Reader	\$ _____	15	\$ _____
Cellular Phone Car Kit	\$ _____	15	\$ _____
Mobile Satellite Phone and Car Kit	\$ _____	15	\$ _____
<b>OTHER</b>			
Jockey Service (Pick up vehicle at dealers in Charlottetown area and delivery to secure compound) - Price per round trip	\$ _____	20	\$ _____
Vehicle Storage – Price Per Month	\$ _____	12	\$ _____
<b>TOTAL</b>			\$ _____

Hourly Labour Rate for installation and removal of equipment on all speciality vehicles and for all special requests (at the request of the Project Authority ONLY). Estimates are not to exceed 110% of the estimated cost provided to the RCMP (ie. Trouble shooting and repair).  
\$ \_\_\_\_\_ / hour

Unfurnished parts used in all RCMP installations and removals will be priced at Contractor's List Price plus a discount of: \_\_\_\_\_ %



**PRICING TABLE**  
**OPTION YEAR ONE**

	Price Per Car (a)	Estimated Quantity (Cars) (b)	Extended Price (a) x (b)
<b><u>INSTALLATION OF STANDARD EQUIPMENT</u></b>			
Type 1: Basic Marked Police Vehicle	\$ _____	15	\$ _____
Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof	\$ _____	15	\$ _____
Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan	\$ _____	15	\$ _____
Type 4: Marked Truck/SUV	\$ _____	15	\$ _____
<b><u>REMOVAL OF STANDARD EQUIPMENT</u></b>			
Type 1: Basic Marked Police Vehicle	\$ _____	15	\$ _____
Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof	\$ _____	15	\$ _____
Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan	\$ _____	15	\$ _____
Type 4: Marked Truck/SUV	\$ _____	15	\$ _____
<b><u>INSTALLATIONS</u></b>			
Decal Package includes conspicuity kit	\$ _____	15	\$ _____
Base Wiring	\$ _____	15	\$ _____
Police Vehicle Light Bar	\$ _____	15	\$ _____
Head Lamp Alternating Flashers	\$ _____	15	\$ _____
Directional Arrow Beacons (Traffic Advisors)	\$ _____	15	\$ _____
Four (4) Corner Strobe with power supplies	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:  
7187629**

Front Grill Lights	\$ _____	15	\$ _____
Rear View Mirror Light Kit	\$ _____	15	\$ _____
Visor Light (hardwired)	\$ _____	15	\$ _____
Mirror Beam Lighting	\$ _____	15	\$ _____
Vertex Lighting	\$ _____	15	\$ _____
Rear Deck Light	\$ _____	15	\$ _____
Compartment Light for In-Car Video System	\$ _____	15	\$ _____
Smart/Light Controller – Marked Sedan	\$ _____	15	\$ _____
Siren/Lighting Controller - Marked Truck	\$ _____	15	\$ _____
Siren/Lighting Controller – Surveillance Sedan	\$ _____	15	\$ _____
Siren/Lighting Controller – Surveillance Truck	\$ _____	15	\$ _____
Daytime Running Light Switch	\$ _____	15	\$ _____
Multifunction Control Panel	\$ _____	15	\$ _____
Switch Box	\$ _____	15	\$ _____
Relay Box	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Marked Vehicle	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Unmarked Vehicle	\$ _____	15	\$ _____
RCMP Radio Transceivers	\$ _____	15	\$ _____
Loud Hailer/Electronic Siren	\$ _____	15	\$ _____
Antenna	\$ _____	15	\$ _____
Radar Speed Metering Equipment	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:  
7187629**

Video Incident Capture System	\$ _____	15	\$ _____
Prisoner Partition (Silent Patrolman)	\$ _____	15	\$ _____
Rear Passenger Door Window Bars - 2	\$ _____	15	\$ _____
SUV Type Vehicle Cargo Partition			
SUV Type Vehicle Cargo Doors and Windows	\$ _____	15	\$ _____
Shotgun Rack	\$ _____	15	\$ _____
Center Console	\$ _____	15	\$ _____
Computer Mount	\$ _____	15	\$ _____
Docking Station	\$ _____	15	\$ _____
Card Reader	\$ _____	15	\$ _____
Cellular Phone Car Kit	\$ _____	15	\$ _____
Mobile Satellite Phone and Car Kit	\$ _____	15	\$ _____
<b>REMOVALS</b>			
Decal Package includes conspicuity kit	\$ _____	15	\$ _____
Base Wiring	\$ _____	15	\$ _____
Police Vehicle Light Bar	\$ _____	15	\$ _____
Head Lamp Alternating Flashers	\$ _____	15	\$ _____
Directional Arrow Beacons (Traffic Advisors)	\$ _____	15	\$ _____
Four (4) Corner Strobe with power supplies	\$ _____	15	\$ _____
Front Grill Lights	\$ _____	15	\$ _____
Rear View Mirror Light Kit	\$ _____	15	\$ _____
Visor Light (hardwired)	\$ _____	15	\$ _____



**Royal Canadian Mounted Police**  
**Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:**  
7187629

Mirror Beam Lighting	\$ _____	15	\$ _____
Vertex Lighting	\$ _____	15	\$ _____
Rear Deck Light	\$ _____	15	\$ _____
Compartment Light for In-Car Video System	\$ _____	15	\$ _____
Siren/Light Controller – Marked Sedan	\$ _____	15	\$ _____
Siren/Light Controller – Marked Truck	\$ _____	15	\$ _____
Siren/Light Controller – Surveillance Sedan	\$ _____	15	\$ _____
Siren/Light Controller – Surveillance Truck	\$ _____	15	\$ _____
Daytime Running Light Switch	\$ _____	15	\$ _____
Multifunction Control Panel	\$ _____	15	\$ _____
Switch Box	\$ _____	15	\$ _____
Relay Box	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Marked Vehicle	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Unmarked Vehicle	\$ _____	15	\$ _____
RCMP Radio Transceivers	\$ _____	15	\$ _____
Loud Hailer / Electronic Siren	\$ _____	15	\$ _____
Antenna	\$ _____	15	\$ _____
Radar Speed Metering Equipment	\$ _____	15	\$ _____
Video Incident Capture System	\$ _____	15	\$ _____
Prisoner Partition (Silent Patrolman)	\$ _____	15	\$ _____
Rear Passenger Door Window Bars - 2	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government of Canada    Gouvernement du Canada    **Solicitation No./ No del'invitation:**  
7187629

SUV Type Vehicle Cargo Partition	\$ _____	15	\$ _____
Shielding on Rear Cargo Doors and Windows	\$ _____	15	\$ _____
Shotgun Rack	\$ _____	15	\$ _____
Center Console	\$ _____	15	\$ _____
Computer Mount	\$ _____	15	\$ _____
Docking Station	\$ _____	15	\$ _____
Card Reader	\$ _____	15	\$ _____
Cellular Phone Car Kit	\$ _____	15	\$ _____
Mobile Satellite Phone and Car Kit	\$ _____	15	\$ _____
<b><u>OTHER</u></b>			
Jockey Service (Pick up vehicle at dealers in Charlottetown area and delivery to secure compound) - Price per round trip	\$ _____	20	\$ _____
Vehicle Storage – Price Per Month	\$ _____	12	\$ _____
<b>TOTAL</b>			\$ _____

Hourly Labour Rate for installation and removal of equipment on all speciality vehicles and for all special requests (at the request of the Project Authority ONLY). Estimates are not to exceed 110% of the estimated cost provided to the RCMP (ie. Trouble shooting and repair).

\$ \_\_\_\_\_ / hour

Unfurnished parts used in all RCMP installations and removals will be priced at Contractor's List Price plus a discount of: \_\_\_\_\_ %




---

Government of Canada	Gouvernement du Canada	<b>Solicitation No./ No del'invitation:</b> 7187629
----------------------	------------------------	--

---

**PRICING TABLE**  
**OPTION YEAR TWO**

	Price Per Car (a)	Estimated Quantity (Cars) (b)	Extended Price (a) x (b)
<b><u>INSTALLATION OF STANDARD EQUIPMENT</u></b>			
Type 1: Basic Marked Police Vehicle	\$ _____	15	\$ _____
Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof	\$ _____	15	\$ _____
Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan	\$ _____	15	\$ _____
Type 4: Marked Truck/SUV	\$ _____	15	\$ _____
<b><u>REMOVAL OF STANDARD EQUIPMENT</u></b>			
Type 1: Basic Marked Police Vehicle	\$ _____	15	\$ _____
Type 2: Highway Patrol Police Vehicle - Slick/Clean Roof	\$ _____	15	\$ _____
Type 3: Highway Patrol Police Vehicle with Lightbar - Sedan	\$ _____	15	\$ _____
Type 4: Marked Truck/SUV	\$ _____	15	\$ _____
<b><u>INSTALLATIONS</u></b>			
Decal Package includes conspicuity kit	\$ _____	15	\$ _____
Base Wiring	\$ _____	15	\$ _____
Police Vehicle Light Bar	\$ _____	15	\$ _____
Head Lamp Alternating Flashers	\$ _____	15	\$ _____
Directional Arrow Beacons (Traffic Advisors)	\$ _____	15	\$ _____
Four (4) Corner Strobe with power supplies	\$ _____	15	\$ _____





**Royal Canadian Mounted Police**  
**Gendarmerie Royale du Canada**

Government of Canada    Gouvernement du Canada    **Solicitation No./ No del'invitation:**  
 7187629

Front Grill Lights	\$ _____	15	\$ _____
Rear View Mirror Light Kit	\$ _____	15	\$ _____
Visor Light (hardwired)	\$ _____	15	\$ _____
Mirror Beam Lighting	\$ _____	15	\$ _____
Vertex Lighting	\$ _____	15	\$ _____
Rear Deck Light	\$ _____	15	\$ _____
Compartment Light for In-Car Video System	\$ _____	15	\$ _____
Smart/Light Controller – Marked Sedan	\$ _____	15	\$ _____
Siren/Lighting Controller - Marked Truck	\$ _____	15	\$ _____
Siren/Lighting Controller – Surveillance Sedan	\$ _____	15	\$ _____
Siren/Lighting Controller – Surveillance Truck	\$ _____	15	\$ _____
Daytime Running Light Switch	\$ _____	15	\$ _____
Multifunction Control Panel	\$ _____	15	\$ _____
Switch Box	\$ _____	15	\$ _____
Relay Box	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Marked Vehicle	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Unmarked Vehicle	\$ _____	15	\$ _____
RCMP Radio Transceivers	\$ _____	15	\$ _____
Loud Hailer/Electronic Siren	\$ _____	15	\$ _____
Antenna	\$ _____	15	\$ _____
Radar Speed Metering Equipment	\$ _____	15	\$ _____



**Royal Canadian Mounted Police**  
**Gendarmerie Royale du Canada**

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:**  
7187629

Video Incident Capture System	\$ _____	15	\$ _____
Prisoner Partition (Silent Patrolman)	\$ _____	15	\$ _____
Rear Passenger Door Window Bars - 2	\$ _____	15	\$ _____
SUV Type Vehicle Cargo Partition	\$ _____	15	\$ _____
SUV Type Vehicle Cargo Doors and Windows	\$ _____	15	\$ _____
Shotgun Rack	\$ _____	15	\$ _____
Center Console	\$ _____	15	\$ _____
Computer Mount	\$ _____	15	\$ _____
Docking Station	\$ _____	15	\$ _____
Card Reader	\$ _____	15	\$ _____
Cellular Phone Car Kit	\$ _____	15	\$ _____
Mobile Satellite Phone and Car Kit	\$ _____	15	\$ _____
<b>REMOVALS</b>			
Decal Package includes conspicuity kit	\$ _____	15	\$ _____
Base Wiring	\$ _____	15	\$ _____
Police Vehicle Light Bar	\$ _____	15	\$ _____
Head Lamp Alternating Flashers	\$ _____	15	\$ _____
Directional Arrow Beacons (Traffic Advisors)	\$ _____	15	\$ _____
Four (4) Corner Strobe with power supplies	\$ _____	15	\$ _____
Front Grill Lights	\$ _____	15	\$ _____
Rear View Mirror Light Kit	\$ _____	15	\$ _____
Visor Light (hardwired)	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government of Canada    Gouvernement du Canada    **Solicitation No./ No del'invitation:**  
7187629

Mirror Beam Lighting	\$ _____	15	\$ _____
Vertex Lighting	\$ _____	15	\$ _____
Rear Deck Light	\$ _____	15	\$ _____
Compartment Light for In-Car Video System	\$ _____	15	\$ _____
Siren/Light Controller – Marked Sedan	\$ _____	15	\$ _____
Siren/Light Controller – Marked Truck	\$ _____	15	\$ _____
Siren/Light Controller – Surveillance Sedan	\$ _____	15	\$ _____
Siren/Light Controller – Surveillance Truck	\$ _____	15	\$ _____
Daytime Running Light Switch	\$ _____	15	\$ _____
Multifunction Control Panel	\$ _____	15	\$ _____
Switch Box	\$ _____	15	\$ _____
Relay Box	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Marked Vehicle	\$ _____	15	\$ _____
Auxiliary Radio Transceivers – Unmarked Vehicle	\$ _____	15	\$ _____
RCMP Radio Transceivers	\$ _____	15	\$ _____
Loud Hailer / Electronic Siren	\$ _____	15	\$ _____
Antenna	\$ _____	15	\$ _____
Radar Speed Metering Equipment	\$ _____	15	\$ _____
Video Incident Capture System	\$ _____	15	\$ _____
Prisoner Partition (Silent Patrolman)	\$ _____	15	\$ _____
Rear Passenger Door Window Bars	\$ _____	15	\$ _____



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

Government of Canada    Gouvernement du Canada    **Solicitation No./ No del'invitation:**  
7187629

SUV Type Vehicle Cargo Partition	\$ _____	15	\$ _____
Shielding on Rear Cargo Doors and Windows	\$ _____	15	\$ _____
Shotgun Rack	\$ _____	15	\$ _____
Center Console	\$ _____	15	\$ _____
Computer Mount	\$ _____	15	\$ _____
Docking Station	\$ _____	15	\$ _____
Card Reader	\$ _____	15	\$ _____
Cellular Phone Car Kit	\$ _____	15	\$ _____
Mobile Satellite Phone and Car Kit	\$ _____	15	\$ _____
<b>OTHER</b>			
Jockey Service (Pick up vehicle at dealers in Charlottetown area and delivery to secure compound) - Price per round trip	\$ _____	20	\$ _____
Jockey Service (Vehicle delivery to auction site in the Charlottetown area) - Price per round trip	\$ _____	10	\$ _____
Vehicle Storage – Price Per Month	\$ _____	12	\$ _____
<b>TOTAL</b>			\$ _____

Hourly Labour Rate for installation and removal of equipment on all speciality vehicles and for all special requests (at the request of the Project Authority ONLY). Estimates are not to exceed 110% of the estimated cost provided to the RCMP (ie. Trouble shooting and repair).  
\$ \_\_\_\_\_ / hour

Unfurnished parts used in all RCMP installations and removals will be priced at Contractor's List Price plus a discount of: \_\_\_\_\_ %

**GRAND TOTAL = \$ \_\_\_\_\_**  
**YEAR ONE + OPTION YEAR ONE + OPTION YEAR TWO**



**APPENDIX "C"**

**MANDATORY REQUIREMENTS RELATING TO THE PROPOSAL**

The following **mandatory** requirements **must** be met in order for the bidder be given any further consideration. Failure to meet any of the mandatory requirements as stated below will result in your bid being declared non-compliant. All correspondence requested below (as applicable) must be submitted with your bid in order to deem your offer responsive. Failure to provide the requested information will deem your offer non-responsive.

1. The bidder must certify that any of the people doing the installation of the electronic equipment:
  - be an electronics technician or show they have a minimum of two years experience and knowledge required to install and test the installed equipment.
  - have knowledge of automotive electrical systems and knowledge of the basic structure/location of vehicle mechanical systems to ensure no systems are damaged or compromised during the installation of police equipment.
2. The bidder must show experience in the installation of lighting and communication equipment on commercial vehicles. (Provide evidence with the bid) This can be met with two (2) references from non-RCMP clients who have had lighting and communication equipment installed. References will be contacted.
3. The bidder must provide with bid an organizational chart showing the names and titles of the manger and all employees who will be working on the installation of equipment for RCMP vehicles.
- 4.. The bidder must certify compliance with the terms and conditions of the proposal and Statement of Work herein.



ANNEX "D"

**SECURITY CONDITIONS WHICH WILL BE REQUIRED FROM THE SUCCESSFUL CONTRACTOR:**

1. **Security Clearance:** Security Clearances will be conducted on contractor's personnel who will be responsible for discharging the duties required herein. Security Clearances to the level of "RCMP ENHANCED RELIABILITY" on the contractor and the contractor's personnel will be required by the RCMP.

2. **Vehicle Storage:** Provide storage compound that has the capacity to store a minimum of fifteen (15) vehicles at any one time. The number of vehicles requiring storage will fluctuate. Storage compound must conform to specifications outlined in "Annex A".

Inventory: An inventory list will be provided by the contractor on a monthly basis. This list will be completed by the contractor and submitted electronically or faxed to RCMP AR Transport Section. E-mail address and fax number will be provided upon award of Standing Offer Agreement.

Storage: Inventory will be stored in such a manner as to avoid damage to and loss of the equipment. Inventory facilities will be periodically inspected by RCMP representative.

3. **Stored Equipment:** RCMP emergency and communications equipment will be inventoried and stored in an access controlled area used to store only RCMP equipment.

Inventory: An inventory list will be provided by the contractor on a monthly basis. This list will be completed by the contractor and submitted electronically or faxed to RCMP AR Transport Section. E-mail address and fax number will be provided upon award of Standing Offer Agreement

Storage: Inventory will be stored in such a manner as to avoid damage to and loss of the equipment. Inventory facilities will be periodically inspected by RCMP representative.

4. **Access Controlled Area:** Accessible by the contractor and by security cleared personnel of the contractor and by RCMP representative.



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:**  
7187629

---

**SECURITY REQUIREMENTS CHECK LIST**

Page 1



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:**  
7187629

---

SECURITY REQUIREMENTS CHECK LIST

Page 2





**Royal Canadian Mounted Police**  
**Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No de l'invitation:**  
**7187629**

---

SECURITY REQUIREMENTS CHECK LIST

Page 3



**ANNEX "E"**

**INSURANCE REQUIREMENTS**

**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 The Royal Canadian Mounted Police.
  - (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.
  - (n) Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
  - (o) All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.
  - (p) Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
  - (q) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
  - (r) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree



on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

#### **Comprehensive Crime Insurance**

1. The Contractor must obtain Comprehensive Crime (Fidelity) insurance on a Blanket basis, and maintain it in force throughout the duration of the Contract period, in an amount as listed below:

- (a) Insuring Agreement 1: Employee Dishonesty (Form A) in an amount of not less than \$ 50, 000.00 covering all employees of the Contractor. Such Fidelity Insurance must contain a "Third-Party Extension" or "Client Coverage" extending such coverage to Canada with respect to the risks associated with this agreement.
- (b) Agreement II/III: Money & Securities Loss Inside Premises/Outside Premises in an amount not less than \$ 50, 000.00;

2. The Comprehensive Crime insurance must include the following:

- (a) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (b) Loss Payee: Canada as its interest may appear or as it may direct.

Employee Dishonesty Insurance can be regarded as a formal bonding for the contractor's employees.

#### **Automobile Liability Insurance**

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.

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.
- e) OPCF/SEF/QEF #3 - Drive Government Automobiles Endorsement
- f) OPCF/QEF/SEF #4B - Permission to Carry Radioactive Material Endorsement
- g) OPCF/QEF/SEF #4a - Permission to Carry Explosives
- h) OPCF/SEF/QEF #6a - Permission to Carry Passengers for Compensation or Hire
- i) OPCF/SEF/QEF #6b - School Bus Endorsement
- j) OPCF/SEF/QEF #6c - Public Passenger Vehicles Endorsement
- k) OPCF/SEF/QEF #6f - Public Passenger Vehicles - Combined Limits for Passengers and road liability Passenger Hazard/Bodily Injury Minimum Limits required:  
8 to 12 Passengers: \$5,000,000  
13 or more Passengers: \$8,000,000
- l) Liability for Physical Damage to Non-owned Automobiles: Ontario OPCF 27 or 27B / Quebec: QEF #27 / Other Provinces: SEF#27
- m) OPCF/SEF/QEF #44 or #44R - Family Protection Endorsement - Private Passenger Vehicles.

#### **Garage Automobile Liability Insurance**

The Contractor must obtain Garage 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 and in the annual aggregate.

The Garage Automobile Liability policy must include the following:

- a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
- b) Legal Liability for damage to a Customer's Automobile while in the care, custody or control of the Insured including Collision or Upset and Comprehensive Damage (including open lot theft).
- c) 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
- d) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:  
Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:  
Senior General Counsel,  
Civil Litigation Section,



**Royal Canadian Mounted Police  
Gendarmerie Royale du Canada**

---

Government  
of Canada

Gouvernement  
du Canada

**Solicitation No./ No del'invitation:  
7187629**

---

Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.