

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

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Title - Sujet Audio Visual at NEB	
Solicitation No. - N° de l'invitation 84084-130049/A	Date 2013-12-19
Client Reference No. - N° de référence du client 84084-130049	
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-329-64251	
File No. - N° de dossier hn329.84084-130049	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-24	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dumaresq, Steve	Buyer Id - Id de l'acheteur hn329
Telephone No. - N° de téléphone (819) 956-3487 ()	FAX No. - N° de FAX (819) 953-4944
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

Issuing Office - Bureau de distribution
Electrical & Electronics Products Division
11 Laurier St./11, rue Laurier
6B1, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

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

PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Requirement
3. Debriefings

PART 2 - BIDDER INSTRUCTIONS

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Mandatory Certifications Required Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

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

ANNEX "A" STATEMENT OF WORK**APPENDIX 1 FUNCTIONAL ROOM SUMMARIES****APPENDIX 2 AV HARDWARE SPECIFICATIONS****APPENDIX 3 CLIENT SUPPLIED AV HARDWARE****APPENDIX 4 PATCH CABLE PACKAGES****APPENDIX 5 AV SYMBOL LEGEND****ANNEX "B" TECHNICAL EVALUATION CRITERIA****ANNEX "C" PRICING SCHEDULE****ANNEX "D" FORMS****ANNEX "E" FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION**

PART 1 - GENERAL INFORMATION**1. Security Requirement**

There is no security requirement associated with the requirement.

2. Requirement

The contractor must provide the goods and services in accordance with the technical requirements stated herein at Annex "A" and related documents.

2.1 Delivery Requirement

Work is tentatively scheduled to begin in January 2014. Specific dates to be determined upon award of contract.

3. Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: ninety (90) calendar days

1.1 SACC Manual Clauses

SACC Reference	Section	Date
A9033T	Financial Capability	2012-07-16
B1000T	Condition of Material	2007-11-30

2. Submission of Bids

Bids must be submitted ONLY TO THE BID RECEIVING UNIT by the date, time and place indicated on page 1 of the bid solicitation. Do not send proposal directly to the Contracting Officer. Email proposals not accepted.

PWGSC Bids Receiving Unit

11 Laurier Street

Place du Portage, Phase 3, Core 0A1

Gatineau, Quebec, K1A 0S5

Tel.: 819-956-3366

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered. Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature.

Solicitation No. - N° de l'invitation

84084-130049/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hn329

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

84084-130049

File No. - N° du dossier

hn32984084-130049

CCC No./N° CCC - FMS No/ N° VME

Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario. Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies and 2 soft copies on CD/DVD)

**Section II: Financial Bid, Certifications and Additional Information
(1 hard copy and 1 soft copy on CD/DVD)**

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement

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

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

SECTION I: TECHNICAL BID (2 HARD COPIES AND 2 SOFT COPIES ON CD/DVD)

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

SECTION II: FINANCIAL BID, CERTIFICATIONS AND ADDITIONAL INFORMATION (1 HARD COPY AND 1 SOFT COPY ON CD/DVD)

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

1.1 Exchange Rate Fluctuation

The requirement does not provide for exchange rate fluctuation protection. Any request for exchange rate fluctuation protection will not be considered and will render the bid non-responsive.

1.2 Certifications

Bidders must submit the certifications required under Part 5 prior to contract award. Submit Annex "E" if applicable.

Solicitation No. - N° de l'invitation

84084-130049/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hn329

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

84084-130049

File No. - N° du dossier

hn32984084-130049

CCC No./N° CCC - FMS No/ N° VME

1.3 Additional Information

1.3.1 Procurement Business Number (PBN) (Canadian suppliers)

<https://buyandsell.gc.ca/for-businesses/register-as-a-supplier>

The Procurement Business Number of the supplier is: _____

Note: Not mandatory at bid closing but required precedent to contract award.

1.3.2 Contractor Representatives

Name and telephone number of the person responsible for :

General enquiries:

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Delivery follow-up:

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria. All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

A bidder may, if desired, submit more than one solution for this requirement. However, one (1) complete solution per bid only. Each submitted solution will be technically and financially evaluated as a complete and individual bid. Any cross-referencing between bids will be deemed as non-compliant to evaluation criteria.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

- Technical compliance to Annex A and related documentation;
- Technical compliance to Annex B - Technical Evaluation Criteria.

1.1.2 Point Rated Technical Criteria

- Technical compliance to Annex A and related documentation;
- Technical compliance to Annex B - Technical Evaluation Criteria.

1.2 Financial Evaluation

- Compliance with the pricing requirements and the Pricing Schedule presented at Annex "C";
- Highest Overall Combined Rating Technical Merit (60%) and Bid Price (40%).

The total bid price will be the sum of items C.1, C.2, C.3 and C.5 (years 1 to 4) in Annex C. Item C.4 will not be used for financial evaluation.

1.2.1 Pricing Basis

The bidder must quote firm prices in Canadian dollars, DDP Delivered Duty Paid (destination), with applicable taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

1.2.2 Evaluation

The total bid price will be the sum of items C.1, C.2, C.3 and C.5 (years 1 to 4) in Annex C. Item C.4 will not be used for financial evaluation.

Example: The combined ranking will be calculated as shown.
In this example bidder 2 has the highest total score.

Highest Overall Combined Rating Technical Merit (60%) and Price (40%)			
	Bidder 1	Bidder 2	Bidder 3
Technical Points (Maximum 120)	95	110	90
Total Bid Price	90,000	85,000	80,000
Result	Technical Score	Price Score	Total Bid Score
Bidder 1	$(95/120) \times 60 = 47.50$	$*80,000/90,000 \times 40 = 35.56$	83.06
Bidder 2	$(110/120) \times 60 = 55.00$	$*80,000/85,000 \times 40 = 37.65$	92.65
Bidder 3	$(90/120) \times 60 = 45.00$	$*80,000/80,000 \times 40 = 40.00$	85.00

*Represents the lowest priced responsive proposal.

2. Basis of Selection

Highest Overall Combined Rating Technical Merit (60%) and Bid Price (40%).

A bid must comply with the requirements of the bid solicitation and meet all evaluation criteria to be declared responsive (compliant). The responsive bid with the highest total bid score will be recommended for award of a contract.

In the event that two or more Bidders achieve the same total bid score, calculated to two-decimal places, the Bidder with the highest Technical Score will be declared the top-ranked bidder (winner).

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and documentation to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Human Resources and Skills Development Canada (HRSDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, **Annex "E"**, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement associated with the requirement.

2. Requirement

The contractor must provide the goods and services in accordance with the technical requirements stated herein at Annex "A" and related documents.

2.1 SACC Manual Clauses

SACC Reference	Section	Date
B1501C	Electrical Equipment	2006-06-16
B7500C	Excess Goods	2006-06-16

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

3.1 General Conditions

2010A (2013-04-25), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

3.2 Warranty Period

Section 09 of general conditions 2010A is amended by replacing the period of twelve (12) months by thirty-six (36) months. All other provisions of the warranty section remain in effect.

3.3 OPTION - Warranty Period (Year 4) Contract must be amended to exercise this option.

The Contractor grants to Canada the irrevocable option to extend the Warranty Period by up to one (1) additional one (1) year period under the same conditions. The Contractor agrees that, during the extended period of the warranty coverage, it will be paid in accordance with the applicable provisions as set out in the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment. As per Pricing Schedule at Annex ____, Item ____.

3.4 OPTION - Expansion/Replacement of AV components**Contract must be amended to exercise this option.**

The Contractor grants to Canada the irrevocable option to purchase additional AV components as expansion and/or replacement, as per pricing at Annex ____, Item ____, under the same conditions for the duration of the Contract. Pricing remains valid for the entire period of the contract, including the optional 4th year.

3.5 OPTION - Audio Visual Service Rates provided under a Task Authorization**Budgeted as per estimated usage specified at Annex ____, Item ____**

The Contractor grants to Canada the irrevocable option to purchase additional AV components as expansion and/or replacement, as per pricing at Annex ____, under the same conditions for the duration of the Contract. Pricing remains valid for the entire period of the contract, including the optional 4th year.

4. Term of Contract**4.1 Period of the Contract**

The period of Contract is for 3 years, hence from ____date____ to ____date____ inclusively, which permits the delivery of the completed audiovisual system and initial warranty coverage period.

5. Authorities**5.1 Contracting Authority**

Steve Dumaresq
Public Works and Government Services Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
"HN" Division, 7B3, Place du Portage, Phase III, 11 Laurier Street
Gatineau, QC, K1A 0S5
Telephone : (819) 956-3487 Facsimile: (819) 953-4944
E-mail address: steve.dumaresq@pwgsc-tpsgc.gc.ca

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

5.2 Project Authority

Name: _____ will be inserted at contract
Telephone No. _____ will be inserted at contract
Facsimile No. _____ will be inserted at contract
E-mail address: _____ will be inserted at contract

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matter concerning the technical content of the Work under the Contract.

Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor Contacts

General Enquiries

Name: _____ will be inserted at contract
 Telephone No. _____ will be inserted at contract
 Facsimile No. _____ will be inserted at contract
 E-mail address: _____ will be inserted at contract

Delivery Follow-up

Name: _____ will be inserted at contract
 Telephone No. _____ will be inserted at contract
 Facsimile No. _____ will be inserted at contract
 E-mail address: _____ will be inserted at contract

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid the firm prices as specified in the contract, at Annex ____, for a total cost not to exceed \$ ____(*projected to be total amounts proposed at C.1 + C.2 + C.5 (years 1 to 4)*)____. Customs duties are included and Applicable Taxes are extra. Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Multiple Payments

SACC Manual clause H1001C (2008-05-12) Multiple Payments

6.3 Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

- | | | |
|----|--|----------------------|
| 1. | Delivery of AV equipment | March 31, 2014; |
| 2. | Installation completed | May 31, 2014; |
| 3. | Transition and Training | July 31, 2014; |
| 4. | On-Going support and optional requirements | until July 31, 2016. |

6.4 Task Authorization Process

Task Authorization

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

Task Authorization Process:

The Project Authority will provide the Contractor with a description of the task using the "Task Authorization Form for non-DND clients" or "DND 626, Task Authorization Form" or the "Task Authorization" form provided by the Project Authority .

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

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

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

6.5 SACC Manual Clauses

SACC Reference	Section	Date
G1005C	Insurance	2008-05-12

7. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
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 Contract for certification and payment.
 - (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

Department of Public Works and Government Services
 "HN" Division
 7B3 Place du Portage, Phase III
 11 Laurier Street, Gatineau, QC K1A 0S5

8. Certifications

8.1 Compliance

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

8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and HRSDC-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by HRSDC will constitute the Contractor in default as per the terms of the Contract.

9. Applicable Laws

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

10. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) 2010A (2013-04-25) (2013-06-27) General Conditions - Goods (Medium Complexity);
- (c) Annex ____, Requirement;
- (d) Annex ____, Pricing Schedule
- (e) Annex ____, Federal Contractors Program for Employment Equity - Certification (*if applicable*);
- (f) the Contractor's bid dated _____.

11. Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) (destination) Incoterms 2000 for shipments from a commercial contractor.

**ANNEX "A" STATEMENT OF WORK
(See attached)**

**APPENDIX 1 FUNCTIONAL ROOM SUMMARIES
(See attached)**

**APPENDIX 2 AV HARDWARE SPECIFICATIONS
(See attached)**

**APPENDIX 3 CLIENT SUPPLIED AV HARDWARE
(See attached)**

**APPENDIX 4 PATCH CABLE PACKAGES
(See attached)**

**APPENDIX 5 AV SYMBOL LEGEND
(See attached)**

**ANNEX "B" TECHNICAL EVALUATION CRITERIA
(See attached)**

**ANNEX "C" PRICING SCHEDULE
(See attached)**

**ANNEX "D" FORMS
(See attached)**

ANNEX "E" - FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with such request by Canada will also render the bid non-responsive or will constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit HRSDC-Labour's website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a federally regulated employer being subject to the *Employment Equity Act*.
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- ☐ A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
- ☐ A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with HRSDC-Labour.

OR

- ☐ A5.2. The Bidder certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to HRSDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to HRSDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

- ☐ B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)