

**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**

<b>Title - Sujet</b> RAINY RIVER CCTV SYSTEM REPLACEMENT	
<b>Solicitation No. - N° de l'invitation</b> 47504-147980/B	<b>Date</b> 2014-01-29
<b>Client Reference No. - N° de référence du client</b> 1000317980	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$HN-323-64535	
<b>File No. - N° de dossier</b> hn323.47504-147980	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-02-11</b>	<b>Time Zone Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Dubeau, Stéphane	<b>Buyer Id - Id de l'acheteur</b> hn323
<b>Telephone No. - N° de téléphone</b> (819) 956-1533 ( )	<b>FAX No. - N° de FAX</b> (819) 953-4944
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> <div style="text-align: center;">Specified Herein Précisé dans les présentes</div>	

**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  
7B3, Place du Portage, Phase III  
Gatineau, Québec K1A 0S5

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

This bid solicitation cancels and supersedes previous bid solicitation number 47504-147980/A dated 2013-12-23 with a closing of 2014-01-27 at 02:00 PM. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

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## **PART 1 GENERAL INFORMATION**

### **1. Security Requirement**

There is a security requirement associated with the requirement. For additional information, consult Part 4 - Evaluation Procedures and Basis of Selection, and Part 6 - Resulting Contract Clauses.

### **2. Requirement**

The requirement is detailed under Article 2 of Part 6 - Resulting Contract Clauses.

#### **2.1 Delivery Requirement**

Delivery of the goods are requested to be completed by March 31, 2014 with the installation to follow after April 1, 2014.

### **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) days

**1.1 SACC Manual Clauses**

<b>SACC Reference</b>	<b>Section</b>	<b>Date</b>
B1000T	Condition of Material	2007-11-30

**2. Submission of Bids**

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

**3. Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than cinq (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer.

Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

**4. Applicable Laws**

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

**6. Improvement of Requirement During Solicitation Period**

Should the bidder consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to

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make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least five (5) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## **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)
- Section II: Financial Bid (1 hard copy)
- Section III: Certifications (1 hard copy)
- Section IV: Additional Information (1 hard copy)

Prices must appear in Annex B - Basis of Payment 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 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 Bid**

In their technical bid, Bidders must:

- Explain and demonstrate how they propose to meet the Minimum Performance Specifications in Annex C;
- include all technical / descriptive literature.

#### **1.1 Equivalent Products**

1. Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:
  - (a) designates the brand name, model and/or part number of the substitute product;
  - (b) states that the substitute product is fully interchangeable with the item specified;
  - (c) provides complete specifications and descriptive literature for each substitute product with the bid;
  - (d) provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
  - (e) clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.
2. Products offered as equivalent in form, fit, function and quality will not be considered if:
  - (a) the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
  - (b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.
3. In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.

## 1.2 Substitute Product - Sample

If the Bidder offers a substitute product, Canada reserves the right to request a sample from the Bidder in order to determine its equivalency in form, fit, function, quality and performance to the item specified in the bid solicitation.

The Bidder must, upon request from the Contracting Authority, provide a sample to the Technical Authority, transportation charges prepaid, and without charge to Canada, within five (5) calendar days from the date of request. The sample submitted by the Bidder will remain the property of Canada and will not be considered as part of the deliverables in any resulting



contract. If the sample does not meet the requirements of the bid solicitation or the Bidder fails to comply with the request of the Contracting Authority, the bid will be declared non-responsive.

## **Section II: Financial Bid**

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

### **1. Exchange Rate Fluctuation**

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

## **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

## **Section IV: Additional Information**

### **Additional Information**

Bidder is requested to submit the following information with his bid. If not submitted, Public Works and Government Services Canada will request the bidder to submit the information within five (5) working days after bid solicitation closing date.

1. While deliveries are requested as indicated above, the best delivery that could be offered are for:

#### **1.1 Delivery Date**

Item 001 must be received on or before \_\_\_\_\_number of calendar days from the effective date of the Contract.

#### **1.2 Installation**

Installation will be carried out within\_\_\_\_\_calendar days of delivery date of item 001 and be completed within\_\_\_\_\_calendar days from the effective date of the Contract.

### **2. Contractor Representatives**

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Name and telephone number of the person responsible for:

**General enquiries**

Name:

Telephone No.

Facsimile No.

E-mail address:

**Delivery follow-up**

Name:

Telephone No.

Facsimile No.

E-mail address:

**3. Make and Model**

Indicate the make and model number of the products offered (identify specific components which make up the system and option(s)).

Name of Manufacturer : \_\_\_\_\_

Model/Part Number : \_\_\_\_\_

Component(s)/option(s) : \_\_\_\_\_

Literature attached : Yes:(\_\_\_\_) No:(\_\_\_\_)

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

You are reminded that this solicitation requires the compliance and/or completion of requirements attached as an Annex and forming part of this document.

### **1. Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

### **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.

#### **1.1 Technical Evaluation**

##### **1.1.1 Mandatory Technical Criteria**

The following Mandatory requirements must be submitted with the bid for evaluation.

- Technical compliance to Annex A - Requirement;
- Technical compliance to Annex C - Minimum Performance Specifications;
- Acceptance of terms and conditions as mentioned in the bid solicitation;
- Completion of the Proposal.

#### **1.2 Financial Evaluation**

The following Mandatory requirements must be submitted with the bid for evaluation.

- Compliance with Pricing Basis;
- Completion of Annex B - Basis of Payment,

The Bid price will be determined by processing items at Annex B- basis of Payment as follows: Sum of all items total price (firm unit/lot prices x quantity).

### 1.2.1 Pricing Basis

The bidder must quote firm unit/lot prices in Canadian dollars, DDP Delivered Duty Paid (Canada Border Services Agency, Rainy River, Ontario, POW 1L0), Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

## 2. Basis of Selection

A bid must comply with the requirement of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis will be recommended for award of a contract.

## 3. Security Requirement

Before award of a contract, the following conditions must be met:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Des-ignated Organization Screening (DOS), issued by the Canadian Industrial Security Direc-torate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. The Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

5. The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex D;
- (b) Industrial Security Manual (Latest Edition).

## **PART 5 CERTIFICATIONS**

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

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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](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.

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## 2. Additional Certifications Required with the Bid

Bidders must submit the following duly completed certifications with their bid.

### 2.1 Canadian Content Certification

SACC Manual clause A3050T (2010-01-11) Canadian Content Definition

This procurement is conditionally limited to Canadian goods. Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the good(s) offered are canadian goods, as defined in clause A3050T, may be considered. Failure to provide this certification completed with the bid will result in the good(s) offered being treated as non-Canadian goods.

The Bidder certifies that:

- ( ) the good(s) offered are Canadian goods as defined in paragraph 1 of clause A3050T.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## PART 6 RESULTING CONTRACT CLAUSES

### 1. Security Requirement

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

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

### 2. Requirement

The Contractor must provide the goods and services in accordance with the technical requirements stated herein at Annex A-Requirement and in the quantities stated at Annex B-Basis of Payment.

Delivery to destination, installation and training are included.

#### 2.1 SACC Manual Clauses

SACC Reference	Section	Date
B1501C	Electrical Equipment	2006-06-16
B7500C	Excess Goods	2006-06-16
A9068C	Government Site Regulations	2010-01-11
A2000C	Foreign Nationals (Canadian Contractor)	2006-06-16
A2001C	Foreign Nationals (Foreign Contractor)	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

2030 (2013-06-27), General Conditions - Goods (Higher Complexity), apply to and form part of the Contract.

2010C (2013-06-27) General Conditions - Services (Medium Complexity), apply to and form part of the Contract

### 4. Term of Contract

#### 4.1 Delivery Date (to be filled in only at contract award by the Contracting Authority)

Item 001 must be received on or before \_\_\_\_\_ (number of calendar days from the effective date of the Contract).

#### 4.2 Installation (to be filled in only at contract award by the Contracting Authority)

Installation will be carried out within \_\_\_\_\_ calendar days of delivery date of item 001 and be completed within \_\_\_\_\_ calendar days from the effective date of the Contract.



## 5. Authorities

### 5.1 Authority

The Contracting Authority for the contract is:

Stéphane Dubeau  
Supply Specialist  
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, Quebec, K1A 0S5  
Telephone : (819) 956-1533  
Facsimile: (819) 953-4944  
E-mail address: stephane.dubeau@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

The project Authority for the Contract is:

Name: will be inserted at contract  
Title: will be inserted at contract  
Telephone : (xxx) xxx-xxxx  
Facsimile: (xxx) xxx-xxxx  
E-mail address: Fill In

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's Representative

Name and telephone number of the person responsible for:

## 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 a firm unit/lot prices, as specified in Annex B-Basis of Payment for a cost of \$ \_\_\_\_\_ (insert the amount at contract award). 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 Single Payment

*SACC Manual* clause H1000C (2008-05-12) Single Payment

### 6.3 SACC Manual Clauses

SACC Reference	Section	Date
G1005C	Insurance	2008-05-12

### 6.4 Travel and living Expenses

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit

and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive ([http://www.tbs-sct.gc.ca/pubs\\_pol/hrpubs/TBM\\_113/td-dv\\_e.asp](http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp)), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority.

All payments are subject to government audit.

## **7. Invoicing Instructions**

7.1 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.

7.2 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, Quebec, K1A 0S5  
Attention: Stéphane Dubeau

## **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.

### 8.3 SACC Manual Clauses

SACC Reference	Section	Date
A3060C	Canadian Content Certification	2008-05-12

## 9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. *(Supply specialist will insert the name of the province or territory as specified by the Bidder in its bid, if applicable)*

## 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) 2030 (2013-06-27) General Conditions - Goods, (Higher Complexity);
- (c) 2010C (2013-06-27) General Conditions - Services (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (e) Annex D, Security Requirements Check List;
- (f) Annex E, Minutes of the mandatory site visit dated 14 January 2014.
- (g) the Contractor's bid dated \_\_\_\_\_ *(insert date of bid)*

## 11. SACC Manual Clauses (Delivery)

SACC Reference	Section	Date
D2000C	Marking	2007-11-30
D2001C	Labelling	2007-11-30
D9002C	Incomplete Assemblies	2007-11-30

### 11.1 Shipping Instructions - Delivery at Destination

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

1. Delivered Duty Paid (DDP), Canada Border Services Agency, Rainy River, Ontario, POW 1L0, Incoterms 2000 for shipments from a commercial contractor.

2. The Contractor is responsible for all delivery charges, administration, costs and risk of transport and customs clearance, including the payment of customs duties and taxes.

## **12. Inspection and Acceptance**

### **1) Inspection**

Inspection shall be carried out by the Project Authority or the authorized representative at destination.

### **2) Final Acceptance**

- a) The Contractor shall be required to present the work, for final acceptance, when such work has been designed, manufactured, delivered to site and installed and has successfully passed all tests in strict accordance with the specification terms and conditions, and the Contractor has performed all other work and complied with all the terms and conditions of the contract.
- b) Upon verification of the above, the Project Authority will by written notice to the Contractor so cknowledge, and such notice shall constitute final acceptance. Final Inspection and acceptance will take place at destination when all goods are delivered/ services rendered, and after all deficiencies identified by the Design Authority or the authorized representative are rectified and accepted.

## **13. Software updates**

- 13.1 The Contractor must provide all software updates and new releases to the Project Authority for a period of one (1) year following the Final Acceptance as detailed in Article 17 - Final Acceptance, at no additional cost.
- 13.2 Note: The word "updates" means all enhancements, extensions or other modifications to the software. The word "releases" means enhancements or modifications to the software or new modules or supplementary modules that function in conjunction with the software, that represent the next generation of software, and which the Contractor has decided to make available to its customers usually for an additional charge.

## Annex A Requirement

### Rainy River PoE Closed Circuit Television Camera (CCTV) System Equipment Replacement

**Objective:** Replace outdated Pelco Digital Video Recording (DVR) unit with a Network Video Recording (NVR) system compatible with the remaining existing Pelco equipment.

**Background:** The current outdated DVR system at the Rainy River PoE does not meet operational needs.

#### 1.0 Scope:

- 1.1 Replace the existing Pelco DX8100 series DVR with a new NVR.
- 1.2 Install analog video encoder on existing Pelco analog cameras to work with the new NVR.
- 1.3 Install NVR remote monitoring workstation at each existing Pelco cameras controller.
- 1.4 Supply and install seven (7) IP cameras compatible with the new NVR.

#### 2.0 Tasks/Technical Specifications:

- 2.1 Provide, install and configure a new NVR (equivalent to Avigilon 5 TB NVR or better).
- 2.2 Recording/Retention:
  - 2.2.1 All cameras must be configured to record 24/7 continuously at the minimum specified resolution and frame rate for each camera type. The minimum frame rate for recording is 15 FPS, unless otherwise specified. Recording on motion should not be configured unless otherwise specified.
  - 2.2.2 The retention time of all video footage must be at minimum of 30 days and maximum of 90 days.
- 2.3 Install analog video encoder and Configure eight (8) existing analog cameras to work with the new NVR.

2.4 Provide, install and configure seven (7) new fixed IP cameras (1.3MP minimum or better):

2.4.1 One (1) to be located outside on the light pole just before the bridge, pointing at the bridge;

2.4.2 One (1) to be located outside at the far end under the secondary canopy, pointing at the secondary examination area;

2.4.3 One (1) to be located outside beside camera C4 (outbound traffic camera), pointing at the outbound traffic coming from Canada;

2.4.4 One (1) to be located in the waiting area besides P1 pointing toward the Public Lobby and Counter area;

2.4.5 One (1) to be located inside above the door leading to the secondary area, pointing at the Immigration reception counter;

2.4.6 Two (2) to be located inside the detention cell. One using an enclosure equivalent to Pelco HS1500 and one equivalent to Pelco HS2100. See attached floor plan for exact location. Please note that the cameras angle must not monitor the toilet.

2.5 Provide and install 3 NVR remote monitoring workstations at the existing Pelco cameras controller location (Superintendent Office, Public Counter and P1):

2.5.1 Workstations specification

2.5.1.1 Monitor:

2.5.1.2 Must be 24 inch or larger connected LCD or LED displays;

2.5.1.3 Must be able to support 1920 x 1080 image resolution;

2.5.1.4 Monitor such as Dell LA2405wg or equivalent can be supplied;

2.5.1.5 Ceiling mounted.

2.5.2 Workstation:

---

2.5.2.1 The operating system must be Windows 7 Professional (32 bit or 64 bit\*), Windows 7 Enterprise (32 bit or 64 bit\*) or Windows 7 Ultimate (32 bit or 64 bit\*). \*  
Running as a 32 bit application;

2.5.2.2 A minimum of 8 GB of RAM must be installed. (2 x 4 GB 1333 MHz DDR3 SDRAM);

2.5.2.3 The graphics adapter must be able to support multiple display monitors at a recommended resolution of 1920 x 1200;

2.5.2.4 A DVI or HDMI connection from the monitor to the workstation is required;

2.5.2.5 All cabling must be concealed;

2.5.2.6 Minimum 1 TB SATA hard drive (7200 RPM SATA 3.0 GB/S) must be installed and partitioned as follow: one partition with minimum 250 GB for Operating System files and one partition with minimum 750 MB to store exported video.

2.5.3 Processor:

2.5.3.1 Cores : 4 or more;

2.5.3.2 Clock Speed : 4 Core: 2.4 GHz or greater;  
6 Core 1.8 GHz or greater;

2.5.3.3 Instruction Set : 64-bit;

2.5.3.4 Intel Core i7-3370 or equivalent.

2.5.4 DVD Burning Capability:

2.5.4.1 Must have an installed SATA Super Multi DVD writer.

2.5.5 USB Exporting:

2.5.5.1 Must allow for the files to be exported and saved onto a USB (in addition to being exported and saved onto a DVD).

2.5.6 Software:

2.5.6.1 Must support the installed NVR client software;

2.5.6.2 Microsoft .NET 4.0 Framework, DirectX 9.0 or newer must be installed.



- 
- 2.6 Program and setup the cameras in the video management software.
- 2.7 Provide CAT 6 cabling for the connection between the NVR, the workstations and the new IP cameras.
- 2.8 All necessary cabling, low voltage equipment and all necessary connections to the camera, switch or server must be provided by the contractor.
- 2.9 Adjust the field of view of the cameras to meet operational requirements. Exact field of view will be determined on site by CBSA.
- 2.10 Training
- 2.10.1 Two (2) training sessions of four (4) hours each must be provided using the installed system within 7 days after the installation acceptance of the completed system.
- 2.10.2 Training must be done by a certified software representative for the NVR.
- 2.10.3 Training must be provided at the customer site using the new system.
- 2.10.4 Training must be done at the workstations for the new system.
- 2.10.5 Training must be given in English.
- 2.10.6 Each training session is for up to five (5) people.
- 2.10.7 Training must take place between 0700 and 1700. A training schedule will be established with the CBSA prior to the sessions.
- 2.10.8 Training must be computer-based with practical examples. (video extraction, smart client functions, etc.)
- 2.10.9 Training will be performed on the installed equipment.
- 2.10.10 Training documentation must be available to all trainees in English.
- 2.11 Installation
- The Contractor must provide on-site installation of the system. Installation must be carried out by qualified service technicians. Installation will include the replacement of the existing Pelco DX8100 series DVR with a new NVR.

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Installation will include analog video encoders on existing Pelco analog cameras to work with the new NVR. Installation will include NVR remote monitoring workstation at each existing Pelco cameras controller. Installation will include seven (7) IP cameras compatible with the new NVR. Installation will include all necessary cabling, low voltage equipment and all necessary connections to the camera, switch or server. Installation will be carried out and completed at a time agreed to by both parties following the awarding of the contract.

**Annex B - Basis of Payment****Rainy River PoE Closed Circuit Television Camera (CCTV) System**

Item	Description	Unit of Issue	Qty	Firm Unit	Extended Price
001	Supply IP Cameras as per Annex A, Requirement.	EA	7	\$_____/unit	\$_____
002	Delivery cost as per Annex A, Requirement.	LOT	1	\$_____/lot	\$_____
003	Installation as per Annex A, Requirement.	LOT	1	\$_____/lot	\$_____
004	Training as per Annex A, Requirement (including travel and living expenses)	LOT	1	\$_____/lot	\$_____
005	<p>Travel and living expenses associated with the installation and training of the equipment.</p> <p>To include all costs for travel, accomodation, meals, wages, living expenses and all other associated costs for the vendor's representative.</p> <p>Travel required; Yes: ____No:____</p> <p>Estimated number of individuals:____</p> <p>Estimated number of days:____</p>			\$_____/lot	
Total Bid Price - Customs duties are included and Applicable Taxes are extra. (Total of items 001 to 004)					\$_____

**Product Proposed** (filled out at time of Contract award by contract authority)

Name of Manufacturer : \_\_\_\_\_

Model / Part number : \_\_\_\_\_

Components and/or options : \_\_\_\_\_

## Annex C

### Minimum Performance Specifications

Bidders must complete and include this Minimum Performance Specifications with their bid in the technical bid section.

- 1) Bidders must address any concerns with the Minimum Performance Specifications in written detail to the Contracting Authority before bid closing as outlined in the RFP.
- 2) Bidders must address each Minimum Performance Specifications, listed below, whether the products offered “Meets or Exceeds” or “Doesn’t Meet” and provide supporting documentation for each item. Bidders must identify on their supporting documentation where the information can be found and, if applicable, “N/A” if documentation is not Available.
- 3) Bidders are requested to cross reference by Req no. on their supporting document where it clearly shows the specification meets or exceeds each minimum specification. Lacking published supporting literature, Bidders must, at a minimum, certify below that no published specifications exist for Req. No. identified as N/A and that product offered is compliant with the Minimum Performance Specifications.

<b>Req. No.</b>	<b>Requirement</b>	<b>Meets</b>	<b>Doesn't Meet</b>	<b>Page number from supporting documentation</b>
<b>1.0</b>	<b>Scope</b>			
1.1	Replace the existing Pelco DX8100 series DVR with a new NVR.			
1.2	Install analog video encoder on existing Pelco analog cameras to work			
1.3	Install NVR remote monitoring workstation at each existing Pelco cameras controller			
1.4	Supply and install seven (7) IP cameras compatible with the new NVR.			

<b>Req. No.</b>	<b>Requirement</b>	<b>Meets</b>	<b>Doesn't Meet</b>	<b>Page number from supporting documentation</b>
<b>2.0</b>	<b>Tasks/Technical Specifications</b>			
2.1	Provide, install and configure a new NVR (equivalent to Avigilon 5 TB NVR or better).			
2.2	Recording/Retention:			
2.2.1	All cameras must be configured to record 24/7 continuously at the minimum specified resolution and frame rate for each camera type. The minimum frame rate for recording is 15 FPS, unless otherwise specified. Recording on motion should not be configured unless otherwise specified.			
2.2.2	The retention time of all video footage must be at minimum of 30 days and maximum of 90 days.			
2.3	Install analog video encoder and Configure eight (8) existing analog cameras to work with the new NVR.			
2.4	Provide, install and configure five (5) new fixed IP cameras (1.3 MP minimum or better)			
2.4.1	One (1) to be located outside on the light pole just before the bridge, pointing at the bridge			
2.4.2	One (1) to be located outside at the far end under the secondary canopy, pointing at the secondary examination area			
2.4.3	One (1) to be located outside beside camera C4 (outbound traffic camera), pointing at the outbound traffic coming from Canada			
2.4.4	One (1) to be located in the waiting area besides P1 pointing toward the Public Lobby and Counter area			

<b>Req. No.</b>	<b>Requirement</b>	<b>Meets</b>	<b>Doesn't Meet</b>	<b>Page number from supporting documentation</b>
2.4.5	One (1) to be located inside above the door leading to the secondary area, pointing at the Immigration reception counter			
2.4.6	Two (2) to be located inside the detention cell. One using an enclosure equivalent to Pelco HS1500 and one equivalent to Pelco HS2100. See attached floor plan for exact location. Please note that the cameras angle must not monitor the toilet.			
2.5	Provide and install 3 NVR remote monitoring workstations at the existing Pelco cameras controller location (Superintendent Office, Public Counter and P1).			
2.5.1	Workstations specification:			
2.5.1.1	Monitor			
2.5.1.2	Must be 24 inch or larger connected LCD or LED displays			
2.5.1.3	Must be able to support 1920 x 1080 image resolution			
2.5.1.4	Monitor such as Dell LA2405wg or equivalent can be supplied			
2.5.1.5	Ceiling mounted			
2.5.2	Workstation			
2.5.2.1	The operating system must be Windows 7 Professional (32 bit or 64 bit*), Windows 7 Enterprise (32 bit or 64 bit*) or Windows 7 Ultimate (32 bit or 64 bit*). * Running as a 32 bit application			
2.5.2.2	A minimum of 8 GB of RAM must be installed. (2 x 4 GB 1333 MHz DDR3 SDRAM)			

<b>Req. No.</b>	<b>Requirement</b>	<b>Meets</b>	<b>Doesn't Meet</b>	<b>Page number from supporting documentation</b>
2.5.2.3	The graphics adapter must be able to support multiple display monitors at a recommended resolution of 1920 x 1200			
2.5.2.4	A DVI or HDMI connection from the monitor to the workstation is required			
2.5.2.5	All cabling must be concealed			
2.5.2.6	Minimum 1 TB SATA hard drive (7200 RPM SATA 3.0 GB/S) must be installed and partitioned as follow: one partition with minimum 250 GB for Operating System files and one partition with minimum 750 MB to store exported video.			
2.5.3	Processor			
2.5.3.1	Cores : 4 or more			
2.5.3.2	Clock Speed : 4 Core: 2.4 GHz or greater 6 Core 1.8 GHz or greater			
2.5.3.3	Instruction Set : 64-bit			
2.5.3.4	Intel Core i7-3370 or equivalent			
2.5.4	DVD Burning Capability			
2.5.4.1	Must have an installed SATA Super Multi DVD writer			
2.5.5	USB Exporting			
2.5.5.1	Must allow for the files to be exported and saved onto a USB (in addition to being exported and saved onto a DVD).			
2.5.6	Software			
2.5.6.1	Must support the installed NVR client software			
2.5.6.2	Microsoft .NET 4.0 Framework, DirectX 9.0 or newer must be installed			
2.6	Program and setup the cameras in the video management software			

<b>Req. No.</b>	<b>Requirement</b>	<b>Meets</b>	<b>Doesn't Meet</b>	<b>Page number from supporting documentation</b>
2.7	Provide CAT 6 cabling for the connection between the NVR, the workstations and the new IP cameras.			
2.8	All necessary cabling, low voltage equipment and all necessary connections to the camera, switch or server must be provided by the contractor.			
2.9	Adjust the field of view of the cameras to meet operational requirements. Exact field of view will be determined on site by CBSA.			



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Annex D  
Security Requirements Check List

Annex E  
Minutes of the mandatory site visit dates 14 January 2014



Government of Canada  
Gouvernement du Canada

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

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





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

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non Oui

If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :

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

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

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

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

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

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes  
Non Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



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

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

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

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

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

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

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





## Minutes of the Mandatory Site Visit Held at 100 Atwood Avenue, Rainy River Ontario on 14 January at 1400 PM (CST)

- Attendees :
- Cliff Pidurbny (Ed Kaun and Sons)
  - Wayne Kaun (Ed Kaun and Sons)
  - Nicholas Adam (CBSA Technical Authority)

### Summary of site visit

The visit started with a brief introduction from the Technical Authority welcoming the bidders and giving a general overview of the project scope and had the bidders sign the attendance form.

The Technical Authority went over the statement of work with the bidders explaining in detail the requirements of the work. The Technical Authority then led the bidders through the site and indicated all the areas where cameras and equipment will be required as well as the pathways and their estimated locations. The Technical Authority explained to the bidders the importance of coordinating work hours with the operations in order to ensure enough staff is available to assist in the case need be.

Once the showing of the site and buildings was completed, the bidders were lead back into the boardroom where a list of questions was asked. All questions asked by the bidders were written and can be found in this document below.

### Topics discussed

1. Requirements for hardware
2. Cabling
3. Infrastructure
4. Power
5. General

The following are the answers and corresponding revisions to the Statement of Requirements:

1. Requirements for hardware
  - 1.1. **Question:** Will a substitution to the Avigilon 5 TB NVR be accepted.



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- 1.2. **Answer:** Substitutions are permitted as long as the bidder adheres to the requirements on page 8 of 33 of the solicitation and that the substituted product meet or exceed the server requirements.
- 1.3. **Question:** Do we need to provide a network switch?
- 1.4. **Answer:** Yes. Any additional hardware required to ensure a fully operational system will be the responsibility of the contractor.
- 1.5. **Question:** Is an uninterruptible power supply (UPS) required for the workstations and server?
- 1.6. **Answer:** The requirement does not require a UPS. However the UPS which is currently installed in the server rack should be used and configured accordingly.

## 2. Cabling

- 2.1. **Question:** How should the labelling of cable be done?
- 2.2. **Answer:** Cabling should be labelled approximately 1 inch from each end of the cable with a labelling machine displaying the camera/workstation number. Camera numbers will be provided by the CBSA. Labelling on top of domes or covers should not exceed 14 pt in the selected text.
- 2.3. **Question:** What is the pathway from the front counter to the CCTV room
- 2.4. **Answer:** The pathway runs from behind the counter, through the wall into the office space, up the wall and into the CCTV room.

## 3. Infrastructure

- 3.1. **Question:** Do we have to replace any ceiling tiles?
- 3.2. **Answer:** Yes. Any ceiling tiles which are replaced or damaged during the installation of the new system must be replaced with the same product.
- 3.3. **Question:** Can we have a copy of the drawings or as-built?
- 3.4. **Answer:** Drawings will be made available once contract award. Location of the as-built is unknown at this time.
- 3.5. **Question:** What do we do with the equipment of the old system once it is removed?
- 3.6. **Answer:** The equipment which is deemed salvageable and re-usable must be handed over to CBSA. The remaining equipment can be disposed. Decision as to what is salvageable will be determined by CBSA.
- 3.7. **Question:** Are we permitted to use wire cover over the wall?
- 3.8. **Answer:** Yes. Wire cover on the surface of the wall will be permitted.

## 4. Power

- 4.1. **Question:** Are we required to use a dedicated power circuit for the camera system which would tie-in to the backup generator? If so, who is responsible for this work?
- 4.2. **Answer:** Negative. The additional power circuit should be installed. The circuits which are currently on place should be used.

## 5. General





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5.1. **Question:** Are more training sessions required?

5.2. **Answer:** No.

5.3. **Question:** What is to be included in the binder at project delivery?

5.4. **Answer:** The binder should include the following: IP for system components (cameras, workstations, switch, etc.), server rack diagram, hardware and software datasheets (what is installed), user names and passwords. All this information must be created in a MS Office Word in English and must be on a CD.

5.5. **Question:** Hours of work?

5.6. **Answer:** Hours of work will be regular business hours from 0700 to 1800. Any work required outside these hours must be approved by the Superintendent on site.

## 6. Cameras

6.1. Do all cameras have the same requirements?

6.2. No.

Camera #	Location	Type	Example
1	Exterior. Located on the corner of the PIL canopy on the right hand side when facing the POE from the bridge.	PTZ	Axis Q6035-E
2	Secondary. Under canopy.	PTZ	Axis Q6035-E
3	Beside existing C4 (outbound traffic camera), pointing at the outbound traffic coming from Canada.	PTZ	Axis Q6035-E
4	Located in the waiting area beside P1 pointing toward the Public Lobby and Counter Area	Fixed	Axis P3364-V
5	Located inside above the door leading to the secondary area, pointing towards the immigration counter.	Fixed	Axis P3364-V
6	Cell	Fixed	Axis P1355 Axis Corner Housing Unit
7	Cell	Fixed	Axis P1355 Axis Corner Housing Unit

6.3. **Question:** Do we have to use the existing cell housings?

6.4. **Answer:** If possible, re-use the same housings. If the housings do not work with the provided camera, the new enclosure of camera dome must meet the tamper proof rating in the statement of work.