

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

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

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

Issuing Office - Bureau de distribution
Clothing and Textiles Division / Division des vêtements
et des textiles
11 Laurier St./ 11, rue Laurier
6A2, Place du Portage
Gatineau, Québec K1A 0S5

Title - Sujet CBSA UNIFORM PROGRAM	
Solicitation No. - N° de l'invitation 47131-144608/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client 1000304608	Date 2014-03-03
GETS Reference No. - N° de référence de SEAG PW-\$\$PR-755-64720	
File No. - N° de dossier pr755.47131-144608	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-03-28	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Benoit, Patrick	Buyer Id - Id de l'acheteur pr755
Telephone No. - N° de téléphone (819) 956-2598 ()	FAX No. - N° de FAX (819) 956-5454
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

This amendment is raised to publish a draft RFP, to make corrections at page 2 of the Letter of Interest (LOI) and to extend the period of publication of the LOI.

The following PDF documents are added to the LOI:

DRAFT RFP UNIFORM PROGRAM CBSA ENGLISH (March 3, 2014).pdf

SRCL-LVERS 47131-144608 Unsigned ANNEX D.pdf

Annex E Task Authorization Form 572.pdf

DRAFT ANNEX F Evaluation Criteria CBSA UNIFORM SUPPLY (Nov 82013).pdf

At page 2 of the LOI in English delete:

**LETTER OF INTEREST
FOR
CANADA BORDER SERVICES AGENCY
UNIFORM AND EQUIPMENT
CONSOLIDATED CONTRACT**

1. REQUIREMENT	P.2
2. OVERALL OBJECTIVES	P.2
3. COST MODEL	P.3
4. PROCUREMENT MANAGEMENT	P.3
5. INVENTORY/SUPPLY MANAGEMENT	P.3
6. KEY PERFORMANCE INDICATORS P.3	
7. ENVIRONMENTAL CONSIDERATIONS	P.4
8. REPRESENTATIVE LIST OF ITEMS P.4	
9. SERVICES	P.5
10. TIME FRAMES	P.6

Solicitation No. - N° de l'invitation

47131-144608/A

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

1000304608

Amd. No. - N° de la modif.

001

File No. - N° du dossier

pr75547131-144608

Buyer ID - Id de l'acheteur

pr755

CCC No./N° CCC - FMS No/ N° VME

11. CONTRACT IMPLEMENTATION	P.6
12. INDUSTRY FEEDBACK	P.6
13. INDUSTRY RESPONSE	P.7
14. PUBLIC WORKS AND GOVERNMENT SERVICES CANADA CONTACT INFORMATION	P.7

And insert:

**LETTER OF INTEREST
FOR
CANADA BORDER SERVICES AGENCY
UNIFORM AND EQUIPMENT
CONSOLIDATED CONTRACT**

1. REQUIREMENT
2. OVERALL OBJECTIVES
3. COST MODEL
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47131-144608/A

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001

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pr75547131-144608

Buyer ID - Id de l'acheteur

pr755

CCC No./N° CCC - FMS No/ N° VME

14. PUBLIC WORKS AND GOVERNMENT SERVICES CANADA CONTACT INFORMATION

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

Task Authorization Autorisation de tâche

Instruction for completing the form PWGSC - TPSGC 572 - Task Authorization
(Use form DND 626 for contracts for the Department of National Defence)

Instruction pour compléter le formulaire PWGSC - TPSGC 572 - Autorisation de tâche
(Utiliser le formulaire DND 626 pour les contrats pour le ministère de la Défense)

Contract Number

Enter the PWGSC contract number.

Contractor's Name and Address

Enter the applicable information

Security Requirements

Enter the applicable requirements

Total estimated cost of Task (GST/HST extra)

Enter the amount

Numéro du contrat

Inscrire le numéro du contrat de TPSGC.

Nom et adresse de l'entrepreneur

Inscrire les informations pertinentes

Exigences relatives à la sécurité

Inscrire les exigences pertinentes

Coût total estimatif de la tâche (TPS/TVH en sus)

Inscrire le montant

For revision only

Aux fins de révision seulement

TA Revision Number

Enter the revision number to the task, if applicable.

Total Estimated Cost of Task (GST/HST Extra) before the revision

Enter the amount of the task indicated in the authorized TA or, if the task was previously revised, in the last TA revision.

Increase or Decrease (GST/HST Extra), as applicable

As applicable, enter the amount of the increase or decrease to the Total Estimated Cost of Task (GST/HST Extra) before the revision.

Numéro de la révision de l'AT

Inscrire le numéro de révision de la tâche, s'il y a lieu.

Coût total estimatif de la tâche (TPS/TVH en sus) avant la révision

Inscrire le montant de la tâche indiquée dans l'AT autorisée ou, si la tâche a été révisée précédemment, dans la dernière révision de l'AT.

Augmentation ou réduction (TPS/TVH en sus), s'il y a lieu

S'il y a lieu, inscrire le montant de l'augmentation ou de la réduction du Coût total estimatif de la tâche (TPS/TVH en sus) avant la révision.

1. Required Work: Complete sections A, B, C, and D, as required.

A. Task Description of the Work required:

Complete the following paragraphs, if applicable. Paragraph (a) applies only if there is a revision to an authorized task.

(a) Reason for revision of TA, if applicable: Include the reason for the revision; i.e. revised activities; delivery/completion dates; revised costs. Revisions to TAs must be in accordance with the conditions of the contract. See Supply Manual 3.35.1.50 or paragraph 6 of the Guide to Preparing and Administering Task Authorizations.

(b) Details of the activities to be performed (include as an attachment, if applicable)

(c) Description of the deliverables to be submitted (include as an attachment, if applicable).

(d) Completion dates for the major activities and/or submission dates for the deliverables (include as an attachment, if applicable).

1. Travaux requis : Remplir les sections A, B, C et D, au besoin.

A. Description de tâche des travaux requis :

Remplir les alinéas suivants, s'il y a lieu : L'alinéa (a) s'applique seulement s'il y a une révision à une tâche autorisée.

(a) Motif de la révision de l'AT, s'il y a lieu : Inclure le motif de la révision c.-à.-d., les activités révisées, les dates de livraison ou d'achèvement, les coûts révisés. Les révisions apportées aux AT doivent respecter les conditions du contrat. Voir l'article 3.35.1.50 du Guide des approvisionnements ou l'alinéa 6 du Guide sur la préparation et l'administration des autorisations de tâches.

(b) Détails des activités à exécuter (joindre comme annexe, s'il y a lieu).

(c) Description des produits à livrer (joindre comme annexe, s'il y a lieu).

(d) Les dates d'achèvement des activités principales et (ou) les dates de livraison des produits (joindre comme annexe, s'il y a lieu).

B. Basis of Payment:

Insert the basis of payment or bases of payment that form part of the contract that are applicable to the task description of the work; e.g. firm lot price, limitation of expenditure, firm unit price

C. Cost of Task:**(a) Insert Option 1 or 2:****Option 1:**

Total estimated cost of Task (GST/HST extra): Insert the applicable cost elements for the task determined in accordance with the contract basis of payment; e.g. Labour categories and rates, level of effort, Travel and living expenses, and other direct costs.

Option 2:

Total cost of Task (GST/HST extra): Insert the firm unit price in accordance with the contract basis of payment and the total estimated cost of the task.

(b) Insert GST/HST as a separate item under the Basis of Payment**D. Method of Payment**

Insert the method(s) of payment determined in accordance with the contract that are applicable to the task; i.e. single payment, multiple payments, progress payments or milestone payments. For milestone payments, include a schedule of milestones.

2. Authorization(s):

The client and/or PWGSC must authorize the task by signing the Task Authorization in accordance with the conditions of the contract. The applicable signatures and the date of the signatures is subject to the TA limits set in the contract. When the estimate of cost exceeds the client Task Authorization's limits, the task must be referred to PWGSC.

3. Contractor's Signature

The individual authorized to sign on behalf of the Contractor must sign and date the TA authorized by the client and/or PWGSC and provide the signed original and a copy as detailed in the contract.

B. Base de paiement :

Insérer la base ou les bases de paiement qui font partie du contrat qui sont applicables à la description du travail à exécuter : p. ex., prix de lot ferme, limitation des dépenses et prix unitaire ferme.

C. Coût de la tâche :**(a) Insérer l'option 1 ou 2****Option 1 :**

Coût total estimatif de la tâche (TPS/TVH en sus) Insérer les éléments applicables du coût de la tâche établies conformément à la base de paiement du contrat. p. ex., les catégories de main d'œuvre, le niveau d'effort, les frais de déplacement et de séjour et autres coûts directs.

Option 2 :

Coût total de la tâche (TPS/TVH en sus) : Insérer le prix unitaire ferme conformément à la base de paiement du contrat et le coût estimatif de la tâche.

(b) Insérer la TPS/TVH comme élément distinct sous la Base de paiement**D. Méthode de paiement**

Insérer la ou les méthode(s) de paiement établit conformément au contrat et qui sont applicable(s) à la tâche; c.-à.-d., paiement unique, paiements multiples, paiements progressifs ou paiements d'étape. Pour ces derniers, joindre un calendrier des étapes.

2. Autorisation(s) :

Le client et (ou) TPSGC doivent autoriser la tâche en signant l'autorisation de tâche conformément aux conditions du contrat. Les signatures et la date des signatures appropriées sont assujetties aux limites d'autorisation de tâche établies dans le contrat . Lorsque l'estimation du coût dépasse les limites d'autorisation de tâches du client, la tâche doit être renvoyée à TPSGC.

3. Signature de l'entrepreneur

La personne autorisée à signer au nom de l'entrepreneur doit signer et dater l'AT, autorisée par le client et (ou) TPSGC et soumettre l'original signé de l'autorisation et une copie tel que décrit au contrat.



Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (GST/HST extra) Coût total estimatif de la tâche (TPS/TVH en sus) \$

Security Requirements: This task includes security requirements
Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité

No - Non Yes - Oui If YES, refer to the Security Requirements Checklist (SCRL) included in the Contract
SI OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat

For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (GST/HST Extra) before the revision Coût total estimatif de la tâche (TPS/TVH en sus) avant la révision \$	Increase or Decrease (GST/HST Extra), as applicable Augmentation ou réduction (TPS/TVH en sus), s'il y a lieu \$
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Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.

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

1. Required Work: - Travaux requis :

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

Contract Number - Numéro du contrat

2. Authorization(s) - Autorisation(s)

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

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

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

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

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

Signature

Date

PWGSC Contracting Authority - Autorité contractante de TPSGC

Signature

Date

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

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

Signature

Date

DRAFT Annex “F” Evaluation Criteria

- 1.1.1 Information will be considered "relevant" that has a bearing on or connection with Work as described in the Statement Of Work (SOW). The particular section(s) of the SOW that should be considered in determining what is “relevant” will be described in the applicable criterion. In the event no particular section is mentioned, the Bidder should consider the SOW as a whole.
- 1.1.2 Information will be considered “similar” that has the same or some of the same characteristics to that mentioned within the SOW. The particular section(s) of the SOW that should be considered in determining what is “similar” will be described in the applicable criterion. In the event no particular section is mentioned, the Bidder should consider the SOW as a whole.

2.0 Mandatory Criteria

2.1 All dates are based on the posting date of the Request for Proposal (RFP).

MANDATORY CRITERIA	PAGE #
<p>M1 CORPORATE PROFILE</p> <p>1.1 The Bidder must provide an identification of all parties to the Bid, including, as applicable, all joint venture or consortia members, partners or subcontractors that will be involved in the performance of the Work on the Bidder's behalf;</p> <p>1.2 The Bidder must provide an organizational chart and brief description of the Bidder's management structure as it relates to the Contract. In addition, in the case where a joint venture submits a bid, the reporting relationships between the various entities involved in the performance of the Work must also be provided (i.e. decision making processes and accountabilities);</p> <p>1.3 The Bidder must demonstrate its existing capability (either in-house or subcontracted), that has been in place for at least the past three (3) years (calculated as of the posting date of the RFP), to undertake all of the following:</p> <ul style="list-style-type: none"> i. Garment design and testing experience in the design and quality assurance testing items of a similar nature to those described in the RFP; ii. Experience in the manufacturing of items of a similar nature to those described in the RFP iii. Warehousing and inventory management services similar to those described in the Statement of Work; and iv. Order processing and distributions services (including the provision of an electronic storefront interface) similar to those described in the Statement of Work. <p>1.4 The Bidder must identify the physical location(s) of its Web-Based Uniform Ordering and Management System, including its constituent databases.</p> <p>1.5 The Bidder must identify the warehousing locations in Canada and abroad, as applicable, from which it is offering to provide uniform/garment distribution services.</p> <p>P.O. Boxes will not be considered as valid postal addresses of service delivery.</p>	

MANDATORY CRITERIA	PAGE #
<p>M2 DEMONSTRATED EXPERIENCE</p> <p>2.1 The Bidder must demonstrate its experience in the provision of Uniform Supply and Management Services through the provision of three (3) written project summaries in the past five (5) years, calculated as of the posting date of the RFP.</p> <p>Projects may be on-going.</p> <p>Additional Project Summaries beyond the first three (3) listed in the Bid will not be evaluated.</p> <p>2.2 Each project summary provided must be for a minimum overall dollar value of \$1,000,000.00 (CDN).</p> <p>2.3 Within each project summary provided, the Bidder must indicate the following information:</p> <ul style="list-style-type: none"> i. The name of the client organization for whom the work was undertaken; ii. The start and end dates of the project (dates should be identified by month and year – for example March 2004 – February 2007 and should indicate the project duration – for example 36 months). Projects may be on-going; iii. A brief description of the scope, intent and complexity of the project (such as but not limited to types of items offered, locations of delivery, volume of items delivered, size of available catalogue); <ul style="list-style-type: none"> i) 	

MANDATORY CRITERIA	PAGE #
<p>M3 CLIENT SUPPORT SERVICES</p> <p>3.1 The Bidder must provide a brief description of its existing infrastructure for the provision of customer service within the stipulated hours and means of service (as described in Service Standards section of the SOW) for the provision of Uniform Supply and Management Services. This includes at a minimum:</p> <ul style="list-style-type: none"> i. Toll-free telephone-based client support services; ii. Email and web-based client support services; and iii. Facsimile-based client support services. <p>3.2 The Bidder must include a description of its current client support services, including its methodology for each of the following:</p> <ul style="list-style-type: none"> i. Problem reporting and order return procedures; and ii. Escalation procedures to address unresolved problems. 	

MANDATORY CRITERIA	PAGE #
<p>M4 BIDDER WEB-BASED UNIFORM ORDERING AND MANAGEMENT SYSTEM</p> <p>4.1 The Bidder must provide evidence of having an existing web-based ordering system and electronic catalogue available for the provision of Uniform Supply and Management Services, as per the Web-Based Uniform Ordering and Management System section of the SOW.</p> <p>The Bidder must include an example of the system and catalogue in use which is similar to the requirements of the RFP. The example must include screen shots of the system, with explanations that demonstrate the core functionality of the Web-Based Uniform Ordering and Management System. The Bidder may modify to delete client references as necessary.</p> <p>Note: Submitted end-user documentation or product literature relating to a proposed or at-present undeveloped solution will NOT be considered by Canada.</p>	

MANDATORY CRITERIA	PAGE #
<p>M5 NAMED RESOURCES</p> <p>5.1 The Bidder must propose one (1) qualified named Resource in each of the following Categories:</p> <ul style="list-style-type: none"> i. Contractor Representative; and ii. Transition Project Manager. <p>The same individual must not be named in more than one of the above resource categories.</p> <p>5.2 The Bidder must include a detailed resume for all management, supervisory and key personnel named within its Bid.</p> <p>5.3 Bidder Resources proposed in compliance with factor 5.1 must meet the following minimum qualifications. Where minimum qualifications reference a date, the required timeframe must be calculated from the date of the RFP posting:</p> <ul style="list-style-type: none"> i. Contractor Representative <ul style="list-style-type: none"> i) The resource must demonstrate experience performing related work experience involving similar services to those described within the Statement of Work for at least five (5) years within the past ten (10). ii. Transition Project Manager: <ul style="list-style-type: none"> i) The resource must demonstrate work experience as a Project Manager for at least five (5) years within the past ten (10); ii) The resource must demonstrate work experience on at least two (2) projects in the past five (5) years involving transition of service delivery involving similar services to those described within the RFP. 	

MANDATORY CRITERIA	PAGE #
<p>M6 DRAFT TRANSITION-IN PROJECT PLAN</p> <p>6.1 The Bidder must provide a Draft Transition-in Project Plan, with respect to the Services to be provided during Work Phase 1 (in accordance with the deliverables and milestone dates indicated in the Statement of Work) by providing a comprehensive, sound and feasible work breakdown to include, but not limited to, the elements listed in the SOW.</p> <p>After the Bidder has fully addressed the Transition-In activities and completion dates identified by Canada, the Bidder may propose a timeline that is shorter than what is outlined within the Statement of</p>	

<p>Work as an alternate offering, for Canada's consideration. The Bidder's Transition-in Project Plan must be accompanied by a narrative which explains the overarching rationale and provides descriptive text for the major activities and milestones.</p> <p>The proposed Draft Transition-in Project Plan may include a matrix or time line chart (i.e. Gantt chart).</p>	
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3.0 POINT-RATED CRITERIA

3.1 Bidders who meet all of the above Mandatory Criteria will be evaluated and point-rated against the following criteria, using the evaluation factors and maximum values specified in each Point Rated Criterion.

3.2 Each Bidder will be evaluated independently against all Point-Rated Criteria.

3.3 Except where the scoring methodology provides an alternate process (e.g. X years of experience = Y points) the Point Rated Requirements will be evaluated using the scale below.

		/5	/10	/15	/20	/25
Excellent	The response is complete in that it addresses and provides exceptionally relevant supporting detail for each of the factors; therefore, the response is considered to have outstanding merit.	5	9-10	13-15	17-20	22-25
Very Good	The response is complete in that it clearly addresses and provides some relevant supporting detail for each of the factors; therefore, the response is considered to have a good level of merit.	4	7-8	11-12	14-16	18-21
Good	The response is complete in that it clearly addresses in some detail each of the factors while providing some supporting detail for most of these factors; therefore, the response is considered on balance to have satisfactory merit.	3	5-6	8-10	10-13	13-17
Poor	The response is not complete in that it fails to fully address some of the factors; it is not clear or is incomplete; therefore, the response is considered to have insufficient merit.	2	3-4	4-7	5-9	7-12
Very Poor	The response is not complete in that it fails to address all the factors and only nominally addresses some factors; therefore, the response is considered to have very little merit.	1	1-2	1-3	1-4	1-6
Unsatisfactory	No response was received or the response does not address any of the factors; therefore, the response cannot be considered to have any merit.	0	0	0	0	0

3.4 Information that is only a repetition, paraphrasing or other re-wording of information in this RFP will result in a score of 0 for that Evaluation Detail or Point-rated Criterion, as applicable.

3.5 All scores will be rounded to two decimal places for scoring purposes and against the minimum Acceptable Pass Mark.

3.6 Summary of the Point-Rated Criteria:

#	Criterion Name	Maximum Available Points	Minimum Acceptable Pass Mark
R1	Previous Experience of the Bidder	165	--
R2	Transition Planning	60	--
R3	Bidder's Quality and Service Delivery Methodologies	185	--
R4	Bidder's Proposed Resource Team	40	--
R1-R4	Total Score	450	315(70%)

Point-Rated Criterion	Points	Scoring
R1. Previous Experience of the Bidder		
<p>The first three (3) projects submitted by the bidder in response of Mandatory Requirement M2 will be evaluated. Points will be awarded, up to a maximum of 165 points, based on the extent to which the project summaries are relevant and similar to the requirements as described within the SOW with regard to the following specific factors.</p> <p>Additional Project Summaries within the Bidder's Technical Proposal beyond the three (3) required in M2 will not be evaluated against this criterion.</p>		
<p>a) The similarity and relevance of the project summary for which the Bidder provided services;</p>	<p>30</p>	<p>Up to 10 points/project will be awarded as follows: 5 points/project = Government of Canada organization (Federal or Provincial department, agency or Crown Corporation) or similar government organization for other countries 5 points/project = Military or other enforcement-type organization</p>
<p>b) The scope, range and complexity of the project summary's client's requirement;</p>	<p>51</p>	<p>Up to 17 points/project will be awarded as follows: (i) Number of delivery locations: 5 points/project – Over 100 delivery locations; 3 point/project – Over 50 delivery locations; 1 point/project – Over 20 delivery locations; or 0 points/project – Less than 20 delivery locations; (ii) Type of delivery locations: 3 points/project – included both national and international delivery locations; and (iii) Size of user order-base: 4 points/project – Over 5000 uniform-wearing users; 3 point/project – Over 2000 uniform-wearing users; 1 point/project – Over 1000 uniform-wearing users; or 0 points/project – Less than 1000 uniform-wearing users; (iv) Number of items in the uniform garment catalogue: 5 points/project – Over 60 items; 3 point/project – Over 40 items; 1 point/project – Over 20 items; or 0 points/project – Less than 20 items</p>
<p>c) The scope, range and complexity of the Bidder's service offering;</p>	<p>36</p>	<p>Up to 12 points/project will be awarded as follows, for the provision of uniform items including: 2 points/project – Uniform garment items; 2 points/project – Uniform footwear; 4 points/project – Uniform non-garment items such as enforcement type gear (e.g. for securing firearms, cuffs, batons, aerosol spray etc.) and protective equipment; 4 points/project – Uniform Restricted Items such as metal badges, embroidered flashes or other related insignia.</p>
<p>d) The similarity of the summary project's client's challenges, as addressed by the Bidder, that mirrors the CBSA's requirement, as described within the SOW.</p>	<p>48</p>	<p>Up to 16 points/project overall based on up to 4 points for each of the following activities within each cited project: i. Transition from in-house uniform supply and manufacturing service delivery to an outsourced model, including a requirement for organizational process change;</p>

Point-Rated Criterion	Points	Scoring
R1. Previous Experience of the Bidder		
		<ul style="list-style-type: none"> ii. A requirement for training delivery in-person and on-site at the client's location; iii. A requirement for a process to take over and issue existing client-held stock; and iv. A requirement for inventory control and secure storage of uniform restricted items.
MAXIMUM AVAILABLE POINTS	165	

Point-Rated Criterion	Points	Scoring
R2. Transition Planning		
Points will be awarded, up to a maximum of 60 points, based on the extent to which the Bidder's proposed Draft Transition-in Project Plan(provided in response to Mandatory Requirement M6) is detailed, feasible, responsive and consistent with the requirement as expressed within the SOW with respect to the following specific factors:		
a) Provided a clear work breakdown, showing a linkage of project milestones and deliverables with expected outcomes and next steps.	15	Up to 7.5 points for each of the following: i. The functions and activities to be performed during Phase 1, the skills and resources required to perform those functions, and activities that are clearly articulated; and ii. Resources for personnel, equipment, materials and supplies, support services and facilities (including secure warehousing and transportation) required for the commencement of on-going delivery of Uniform Supply and Management Services are clearly articulated.
b) Proposed schedule management and control processes to meet the timeline for commencement of on-going service delivery.	10	Up to 5 points for each of the following: i. Schedule management and control processes are clearly identified; and ii. Processes are in place to ensure key milestones and deadlines are met and to mitigate the occurrence of schedule slippage.
c) Proposed methodology for data migration and configuration of the web-based uniform ordering and management system.	10	Up to 5 points for each of the following: i. Processes are in place for the secure transfer of CBSA user data and order history (i.e. unused uniform entitlements for the year); and ii. The process to configure the Bidder's system to meet the CBSA's uniform allocation and ordering business rules is clearly described.
d) Proposed process for orderly transfer of existing uniform stock to the Bidder for warehousing and distribution.	25	Up to 5 points for each of the following: i. Processes for the secure transfer of CBSA uniform items (which will include Restricted Uniform Items) are clearly described; ii. Processes for the secure storage of CBSA uniform items (which will include Restricted Uniform Items) are clearly described, including whether inventory will be held in a shared or dedicated facility; and iii. Processes for the calculation of inventory requirements for this program are clearly described. Up to 10 points for the following: iv. Processes for distinguishing government owned goods (as provided by CBSA as Transition-in stock) amongst the remainder of the Bidder's inventory, and maintaining records (coding/reporting) to ensure correct invoicing are clearly described.
MAXIMUM AVAILABLE POINTS	60	

Point-Rated Criterion	Points	Scoring
R3. Bidder's Quality and Service Delivery Methodologies		
Points will be awarded, up to a maximum of 186 points, for the Bidder's proposed service offerings, based on the extent to which the cited approaches are appropriate to the requirements as described within the SOW, with regard to the following specific factors:		
The Bidder should provide a detailed description of how these activities would be accomplished, including the use of any subcontractors		
a) Existing certifications, as they pertain to the provisions of services similar to CBSA's requirements as described within the SOW.	10	5 points each for any of the following (current and in good standing) certifications held by the Bidder to a maximum total score of 10 points: <ul style="list-style-type: none"> i. One of ISO 9001:2000 or 9001:2008 for quality management systems (International Organization for Standardization); ii. OHSAS 18001 for occupational health and safety management systems (Occupational Health and Safety Advisory Services); and iii. ISO 14001 for Environmental Management Systems.
b) Experience in delivering Uniform Supply and Management Services with objective and measurable contracted Order Processing Times, similar to those required in SOW;	20	Up to 10 points each for the following areas: <ul style="list-style-type: none"> i. The Bidder's current standard order processing times are shorter than those stipulated in the Statement of Work; and ii. The Bidder provides a thorough description of how it measures its performance in relation to the established standards, how frequently its performance is measured and how its performance is communicated with the client.
c) Experience in delivering Uniform Design and Manufacturing services similar those required in the SOW.	30	Up to 5 points each for the following: <ul style="list-style-type: none"> i. Provides evidence of its previous pattern development and grading capability; and ii. Provides evidence of its previous custom design and tailoring experience; Up to 10 points each for the following: <ul style="list-style-type: none"> iii. Provides evidence of its quality assurance processes, including sample development and testing processes (such as fabric, wear, and fit testing). iv. Provides evidence of its previous experience in manufacturing or sourcing non-garment protective gear, including but not limited to either tactical or protective vests.
d) Experience in delivering Warehousing and Inventory Management services similar to those required in the SOW.	30	Up to 5 points each for the following: <ul style="list-style-type: none"> i. Demonstrates that the storage and movement of all finished product uniform items and accessories are subject to careful control and documentation procedures; and ii. Demonstrates a clear reconciliation process exists between manufacturing materials, production operation, finished products and waste management. Up to 10 points each for the following: <ul style="list-style-type: none"> iii. Demonstrates that it has security and access controls in place to safeguard any uniform components designated as a restricted item; and iv. Demonstrates that it has emergency contingency plans in place to mitigate the risk of inventory shortfalls and to address client requirements in the event of an actual client inventory shortage.

Point-Rated Criterion	Points	Scoring
R3. Bidder's Quality and Service Delivery Methodologies		
e) Experience in providing Order Distribution services similar to those required in the Statement of Work.	20	Up to 5 points each for the following: <ul style="list-style-type: none"> i. Demonstrates a clear process for shipment labelling and order tracking to destination; and ii. Provides evidence of its previous experience shipping both small (single) and large (skids, containers, or bulk) quantities of products to multiple destinations; Up to 10 points for the following: <ul style="list-style-type: none"> iii. Provides evidence of its previous experience in shipping items to international destinations.
f) Experience in providing Data Management services, for client user database contents, and related Reporting requirements, similar to those required in the SOW.	35	Up to 5 points for the following: <ul style="list-style-type: none"> i. Demonstrates comprehensive and adaptable reporting and analysis capabilities, and is able to produce reports in a variety of common document formats (e.g. MS Word, MS Excel, PDF). Up to 10 points each for the following: <ul style="list-style-type: none"> ii. Demonstrates that it has data recovery and back-up systems in place to protect its clients from loss of data; iii. Demonstrates that it has data validation and verification processes in place to protect its clients from misuse of the system; and iv. Provides evidence that it possesses an adequate level of security as it relates to electronic systems and component databases, and the physical location in which the systems are housed.
g) Experience in managing uniform orders through a Web-Based Uniform Management and Ordering System, similar to those required in the SOW.	20	Up to 5 points for each of the following: <ul style="list-style-type: none"> i. The provided example (i.e. screenshots and description) reflects a uniform ordering system and catalogue of similar (or greater) size and complexity than required in the SOW; ii. The provided example (i.e. screenshots and description) of the web-based ordering system appears clearly laid out, and relatively simple to use; iii. The provided example (i.e. screenshots and description) of the web-based ordering system demonstrates [includes?]online user instruction or access to a help section or user manual; and iv. The provided example (i.e. screenshots and description) of the Web-Based Uniform Management and Ordering System demonstrates the availability of client engagement tools, including but not limited to online client satisfaction surveys, updates and notices pages.
h) Experience in managing orders through a system similar to a Uniform Entitlement System similar to those required in the SOW.	10	Up to 11 points based on the following: <ul style="list-style-type: none"> i. Provides evidence of its previous experience with uniform entitlement system(s) that utilize an available per user fund allocation, or demonstrates how experience with a similar entitlement system is directly relatable.
i) Client Support experience, similar to what is required in the SOW.	10	Up to 5 points for each of the following areas: <ul style="list-style-type: none"> i. Demonstrates a rigorous process to manage any performance or customer satisfaction issues; and ii. Provides evidence that it possesses a thorough conflict management and dispute resolution process.
MAXIMUM AVAILABLE POINTS	185	

Point-Rated Criterion	Points	Scoring
R4. Bidder's Proposed Resource Team		
Points will be awarded for Bidders with any experience over and above the minimum experience required for mandatory criteria M5, up to a maximum of 30 points, based the resumes submitted.		
<i>In order to be considered for the purposes of awarding points against the evaluation factors indicated below, a resource's cited project must include the following information:</i>		
<ul style="list-style-type: none"> • <i>Beginning and ending dates of the work (identifying the month, day and year);</i> • <i>A brief description of the work performed; and</i> • <i>An identification of the client for whom the work was performed.</i> 		
a) For the Contractor Representative, the resource's experience over and above performing related work to that described in M5.	20	20 points = 10 years of relevant experience in the specified area within the past ten (10) years; 18 points = 8 to 10 years of relevant experience in the specified area within the past ten (10) years; 14 points = 6 to 8 years of relevant experience in the specified area within the past ten (10) years.
b) For the Transition Project Manager's experience over and above M5.	20	20 points = 7 or more specific projects OR 10 years of relevant experience in the specified area within the past ten (10); 18 points = 5-6 projects specific projects OR 8 to 10 years of relevant experience in the specified area within the past ten (10); 14points = 3-4 projects with relevant experience in the specified area OR 6 to 8 years of relevant experience in the specified area within the past ten (10) years;
MAXIMUM AVAILABLE POINTS	40	
Grand Total	/450	

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**DRAFT REQUEST FOR PROPOSAL
UNIFORM PROGRAM FOR THE CANADIAN BORDER SERVICES
AGENCY**

March 3rd, 2014

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PART 1 - GENERAL INFORMATION

1. Introduction

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

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

The Annexes include the Statement of Work (Annex A), the Basis of Payment (Annex B), Item purchase descriptions & specifications (Annex C), the Security Requirements Checklist (Annex D), the Form PWGSC-TPSGC 572 Task Authorization (Annex E), the Evaluation Criteria (Annex F) and the Certification for Federal Contractors Program for Employment Equity (Annex G).

2. Summary

The Canadian Border Services Agency (CBSA) has a requirement for the provision of uniforms and related accessories, management services including but not limited to uniform design, manufacturing, inventory management and warehousing, ordering, distribution and program data management services. National and international deliveries may be required by CBSA and destinations will be specified at time of orders. The requirement is for an initial period of 3 years with 3 options to extend the Contract period by 1 year each.

There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. Bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

There is a Federal Contractors Program (FCP) for employment equity requirement associated with this procurement; see Part 5 - Certifications, Part 7 - Resulting Contract Clauses and the annex named Federal Contractors Program for Employment Equity - Certification.

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3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

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: two-hundred and ten (210) days

2. Submission of Bids

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

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 seven (7) 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.

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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.

5. Basis for Canada's Ownership of Intellectual Property

The Canadian Border Services Agency has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds: (6.1) national security.

5. Technical Requirement of Line Items and Sealed Samples

Item purchase descriptions (Annex C) are available in PDF format and can be provided to bidders upon request from the Contracting Authority. As there are many different line items, sealed samples will not be available for viewing during the solicitation period.

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 (3 hard copies)

Section II: Financial Bid (1 hard copies)

Section III: Certifications (1 hard copies)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders are encouraged to:

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

Section I: Technical Bid

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In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

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

Section II: Financial Bid

1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B". The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra.

1.2 Exchange Rate Fluctuation

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

Section III: Certifications

Bidders must submit the certifications required under Part 5.

Section IV: Additional Information

1.1 Bidder's Proposed Site or Premises Requiring Safeguard Measures

As indicated in Part 6 under Security Requirement, the Bidder must provide the required information below, on the Bidder's proposed site or premises for which safeguard measures are required for Work Performance.

Address:

Street Number / Street Name, Unit / Suite / Apartment Number

City, Province, Territory / State

Postal Code / Zip Code

Country

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. EVALUATION PROCEDURES

(a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria. There are several steps in the evaluation process, which are described below. Even though the evaluation and selection will be conducted in steps, the fact that Canada has proceeded to a later step does not mean that Canada has conclusively determined that the Bidder has successfully passed all the previous steps. Canada may conduct steps of the evaluation in parallel.

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

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Step 1: Evaluation against the Mandatory Criteria

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation identified with the words "must" or "mandatory" is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.

Step 2: Evaluation against the Point-Rated Criteria

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly. Bids must achieve an overall pass mark of 70% on the Point-Rated Criteria to be considered for contract award.

Step 3: Evaluation of Financial Bids

Bids meeting all the Mandatory Criteria and the pass mark of 70% on the Point-Rated Criteria will be evaluated on their Financial Bid.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

The Mandatory Technical Criteria are listed at Annex "F" Evaluations Criteria.

1.1.2 Point Rated Technical Criteria

The Point Rated Technical Criteria are listed at Annex "F" Evaluation Criteria.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

The Bidder must submit Firm Line Item Unit Costs (LIUC) in Canadian funds for the first three (3) years for the items listed in Annex "B", Sale Taxes extra, DDP Incoterms 2000, transportation costs extra, all applicable Canadian Customs Duties and Excise taxes included.

The Bidder must submit a Firm Line Item Mark-up Rate to be in effect for the first three (3) years of the Contract and all option periods at Annex "B".

The Bidder must submit firm all-inclusive hourly rates for the "As-and-when requested" Professional Services for the first three (3) years of the Contract at Annex "B". This pricing element will not form part of the bid evaluation but will be subject to time verification and rate certification and discretionary audit.

1.2.2 Financial Evaluation Methodology

For the purpose of establishing a bid price for evaluation purposes only, each of the LIUC found in Annex "B" will be multiplied by the estimated quantity per year of each item. The resultant total for all LIUC will be multiplied by the offered firm Line Item Mark-up (LIM) to establish the Total Bid Price.

Formula: (All LIUC x Estimated quantity per year) x LIM = Total Bid Price

The formula is for evaluation purposes only and the bid evaluation quantities must not be interpreted as a guarantee of actual usage.

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2. Basis of Selection

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum of 70% overall for the technical evaluation against Point-Rated Criteria.

The Point-Rated Criteria is based on a scale of 450 points.

2. Bids not meeting 1.a, b and c will be declared non-responsive.
3. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted.

The table below illustrates an example where three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)

	<u>Bidder 1</u>	<u>Bidder 2</u>	<u>Bidder 3</u>
<u>Overall Technical Score</u>	115/135	89/135	92/135
<u>Bid Evaluated Price</u>	\$55,000.00	\$50,000.00	\$45,000.00
Calculations			
Technical Merit Score	115/135 x 60 = 51.11	89/135 x 60 = 39.56	92/135 x 60 = 40.89
Pricing Score	45/55 x 40 = 32.73	45/50 x 40 = 36.00	45/45 x 40 = 40.00
<u>Combined Rating</u>	83.84	75.56	80.89

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Overall Rating	1st	3rd	2nd
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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](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) 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](#), 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.

2. Additional Certifications Precedent to Contract Award

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

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2.1 Status and Availability of Resources

SACC Manual clause A3005T (2010-08-16) Status and Availability of Resources

2.2 Rate Certification

The Contractor certifies that the rate quoted is based on costs computed in accordance with Contract Cost Principles, 1031-2, and includes an estimated rate of profit of _____ percent.

2.3 Education and Experience

SACC Manual clause A3010T (2010-08-16) Education and Experience

2.4 Official Languages

The Bidder must certify that the resources proposed for the Contractor Representative and the Transition Project Manager under any resulting contract are able to provide all services in both official languages (English & French).

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PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

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

(a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;

(b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in part 7 - Resulting Contract Clauses;

(c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.;

(d) the Bidder's proposed location of work performance or document safeguarding must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;

(e) the Bidder must provide the address(es) of proposed location(s) of work performance or document safeguarding as indicated in Part 3 - Section IV Additional Information.

2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGS Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

1.1 CBSA Security Requirement

CBSA SECURITY REQUIREMENT: The Client\CBSA will conduct its own personnel Reliability Status assessment on the proposed Contractor and its personnel** as per the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the Policy on Government Security - Personnel Security Standard, irrespective of whether such assessment has already been conducted under any such policies. The Reliability Status assessment conducted by the CBSA will include a credit check performed by an authorized security official with the CBSA's "Personnel Security Screening Section" (PSSS), which is independent of the Public Works and Government Services Canada's (PWGSC), "Canadian Industrial Security Directorate" (CISD) and the "International Industrial Security Directorate" (IISD).

For each proposed resource, the bidder must submit a completed signed original TBS 330-23 Form - Personnel Screening Consent and Authorization (<http://www.tbs-sct.gc.ca/tbsf-fsct/330-23-eng.pdf>) upon request of the Contracting Authority prior to Contract Award.

In the event the Contractor / Offeror (specifically the Contractor / Offeror personnel) does not pass the security screening process required by the CBSA, the said Contractor's proposal will be considered non-responsive and the next ranked bidder will be contacted. If only one bid was obtained and the

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proposed bidder does not meet the security requirement, then, the contracting officer will determine the next steps in order to ensure all requirements are met.

Until the credit check and all other security screening processes required by this Request for Proposal have been completed and the Contractor and its personnel is considered suitable by the CBSA, no contract will be awarded and the recommended Contractor / Offeror (specifically the Contractor / Offeror personnel) shall not be permitted access to Protected / Classified information or assets, and further, shall not be permitted to enter sites where such information or assets are kept.

** Contractor/Offeror personnel can include in some instances landlords, property management employees and principles of companies when the latter have access to the premises where the CBSA designated or classified information\assets are kept.

2. Financial Capability

SACC Manual clause A9033T (2012-07-16) Financial Capability

3. Insurance Requirements

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

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

PART 7 - RESULTING CONTRACT CLAUSES

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

1. Statement of Work

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

1.2 Task Authorization

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.

1.2.1 Task Authorization Process

Task Authorization:

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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:

2. The Project Authority will provide the Contractor with a description of the task using the Task Authorization form specified in Annex "E" .
1. 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 and methods of payment as specified in the Contract.
1. The Contractor must provide the Project Authority, within 20 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.
1. 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.

1.2.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$25,000, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

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

1.2.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

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

"Minimum Contract Value" means \$1,000.00.

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

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

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

2. Standard Clauses and Conditions

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

2.1 General Conditions

2030 (2013-03-21), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

2.2 Supplemental General Conditions

4007 (2010/08/16) Canada to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

3. Security Requirement

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

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS) with approved Document Safeguarding and Production Capabilities at the level of PROTECTED B, issued by the Canadian Industrial Security Directorate, Public Works and Government Services Canada.

2. The Contractor personnel requiring access to PROTECTED information, assets or work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

3. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce or store PROTECTED information until the CISD/PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed at the level of PROTECTED B.

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:

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

3.2 Contractor's Site or Premises Requiring Safeguard Measures

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The Contractor must diligently maintain up-to-date, the information related to the Contractor's site or premises, where safeguard measures are required in the performance of the Work, for the following addresses:

Address:

Street Number / Street Name, Unit / Suite / Apartment Number:

City, Province, Territory / State:

Postal Code / Zip Code:

Country:

4. Term of Contract

4.1 Period of the Contract

The period of the Contract will be from date of Contract to _____. **(To be completed at contract award)**

4.2 Options to extend the period of the contract

The Contractor grants to Canada the irrevocable option to extend the period of the Contract by up to three additional one-year periods, under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise the option at any time by sending a written notice to the Contractor at least 60 calendar days before the Contract expiry date. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

4.3 SACC Manual Clauses

C5201C 2008/05/12 Frais de transport payés d'avance
W0002D 2000/12/01 Livraisons à effectuer en dehors d'une zone de règlement des revendications territoriales globales
1031-2 (2012-07-16), Principes des coûts contractuels, s'appliquent et font partie de ce contrat.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Patrick Benoit
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Commercial and Consumer Products Directorate (CCPD)
Clothing & Textiles Division
Place du Portage, Phase III, 6A2
11 Laurier Street
Gatineau, Quebec K1A 0S5

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Telephone : 819-956-2598 Facsimile: 819-956-5454
E-mail address: patrick.benoit@pwgsc.gc.ca

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

5.2 Project Authority (To be completed at contract award.)

The Project Authority for the Contract is:

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

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

The representative of the CBSA responsible for monitoring the Contractor's execution of the work under the Contract. Any proposed changes to the scope of the requirement are to be discussed with the Project Authority, but any resulting change can only be confirmed by a contract amendment issued by the Contracting Authority.

5.3 Technical Authority

The representative of the CBSA responsible for matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however the Technical 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.

5.4 Contractor's Representative

(To be completed at contract award.)

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 firm unit prices as per Annex B. Customs duties are included and applicable taxes are extra.

6.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed the total estimated value of the Contract. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the contract expiry date, or
- (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.3 Limitation of Price

SACC Manual clause C6000C (2011-05-16) Limitation of Price

6.4 Multiple Payments

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

6.5 Discretionary Audit

SACC Manual clause C0100C (2010/01/11) Discretionary Audit - Commercial Goods and/or Services

6.6 Time Verification

SACC Manual clause C0710C (2007/11/30) Time and Contract Verification
SACC Manual clause C0711C (2008/05/12) Time Verification

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.

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(c) One (1) copy must be forwarded to the consignee.

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) the supplemental general conditions 4007 (2010/08/16) Canada to Own Intellectual Property Rights in Foreground Information;
- (c) the general conditions 2030 (2013-03-21), General Conditions - Higher Complexity - Goods;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Item purchase descriptions;
- (g) Annex D, Security Requirements Check List;
- (h) Annex G, Federal Contractors Program for Employment Equity - Certification;
- (i) Sealed Samples/Sealed Patterns;
- (j) the signed Task Authorizations (including all of its annexes, if any);
- (k) the Contractor's bid dated _____,

11. SACC Manual Clauses

SACC Manual clause D2001C (2007-11-30) Labelling
SACC Manual clause E0008C (2011-05-16) Security Deposit Definition
SACC Manual clause A9113C (2008-12-12) Handling of Personal Information

12. Materials: Contractor Total Supply

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The Contractor will be responsible for obtaining all materials required in the manufacture of the items specified. The delivery stated for the items allows the necessary time to obtain such materials.

13. Procedures for Design Change/Deviations

The Contractor must complete Part 1 of form PWGSC-TPSGC 9038, Design Change/Deviation, and forward 1 copy to the Project Authority and one (1) copy to the Contracting Authority.

14. Sub-Contractors

Pursuant to subsection 06 of the General Conditions 2030 - High Complexity - Goods, the sub-contractors listed in Annex “___” (to be included at contract) will be utilized in the performance of the Contract.

Subcontractors, other than those listed above, may not be utilized without the written permission of the Contracting Authority.

15. Overshipment

Overshipment will not be accepted unless prior approval is obtained from the Contracting Authority.

16. Pre-Production Sample(s)

1. The Contractor must provide one pre-production sample for each line item (size to be specified at time of request), accompanied by the sealed samples, if applicable, to the Technical Authority for acceptance within 60 calendar days from date of contract award.
2. Pre-production samples will also be a requirement when 1) there is a change in a sub-contractor during the life of the Contract; or 2) there is a major technical change to the item; or 3) when a new line item is added to the Contract.
3. If the pre-production samples are rejected, the Contractor must submit a second pre-production sample within 20 calendar days of notification of rejection from the Technical Authority.
4. If the pre-production samples are accepted by either full acceptance or conditional acceptance, the Contractor must proceed with production as per the Contract requirements.
5. Rejection by the Technical Authority of the second pre-production samples submitted by the Contractor for failing to meet the contract requirements will be grounds for termination of the Contract for default.
6. The Contractor must carry out all required inspection and tests to verify conformance to the technical requirements of the Contract.
7. In addition to providing the pre-production samples, the Contractor must provide a copy of the inspection reports and laboratory test reports and/or Certificates of compliance, as applicable, to the Contracting Authority and Technical Authority, transportation charges prepaid, and without charge to Canada.
8. The pre-production samples submitted by the Contractor will remain the property of Canada.

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9. The Technical Authority will notify the Contractor, in writing, of the full acceptance, conditional acceptance, or rejection of the pre-production samples. A copy of this notification will also be provided by the Technical Authority to the Contracting Authority. The notice of the full acceptance or conditional acceptance does not relieve the Contractor from complying with all requirements and conditions of the Contract.

10. The Contractor must not commence or continue with production of the items and must not make any deliveries until the Contractor has received a written notification from the Technical Authority that the pre-production samples are fully acceptable or conditionally acceptable. Any production of items before pre-production sample acceptance will be at the sole risk of the Contractor.

11. The pre-production samples may not be required if the Contractor is currently in production. The request for waiver of pre-production samples must be made by the Contractor in writing to the Contracting Authority. The waiving of this requirement will be at the sole discretion of the Technical Authority and will be evidenced through a contract amendment.

CERTIFICATE OF COMPLIANCE - COMPONENT MANUFACTURER - DEFINITION

A Certificate of Compliance is defined as a signed and dated certification by an appropriate official of the component manufacturer (e.g. zipper, hook and loop, webbing, etc.). It must specifically address the adherence of the offered component to the specification or manufacturing data of the technical requirement.

A separate Certificate of Compliance must be provided for each individual product as required in the specifications. The Certificate of Compliance must be dated within six months from date of PPS submission.

The Contractor is to note that copies of invoices, purchase orders and Certificate of Compliance for products or components that are not manufactured by the certifier are not suitable for use as a Certificate.

CERTIFICATE OF COMPLIANCE - FABRIC - DEFINITION

A Certificate of Compliance is a written statement from an appropriate official Fabric Supplier attesting the full compliance of the product to the Contract specification, or portion of the specification, referenced. The Certificate of Compliance must be on official company stationery. It must be dated within six months from date of PPS submission. It must make reference to the applicable specification and have the original signature of the company's designated representative. Canada reserves the right to verify the statements made in the Certificate of Compliance. Full laboratory test results, demonstrating the product's compliance, will be accepted in lieu of a Certificate of Compliance.

17. All Risks Property Insurance

The Contractor must obtain All Risks Property Insurance while the Government Property is under its care, custody, or control, and maintain it in force throughout the duration of the Contract, in an amount of not less than \$3,000,000.00. The Government's Property must be insured on a replacement cost (new) basis.

1. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate, and document losses of or damage to ensure that claims are properly made and paid.

2. The All Risks Property Insurance policy must include the following:

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

(b) Loss Payee: Canada as its interest may appear or as it may direct.

(c) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by CBSA and PWGSC for any and all loss of or damage to the property however caused.

18. Canadian General Standards Board (CGSB) - Standards

A copy of the CGSB Standards referred to in the Contract is available and may be purchased from:
Canadian General Standards Board Sales Centre
Place du Portage III, 6B1
11 Laurier Street
Gatineau, Québec
Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)
Fax: (819) 956-5740
E-mail: ncr.cgsb-ongc@pwgsc.gc.ca
CGSB Website: <http://www.pwgsc.gc.ca/cgsb/home/index-e.html>.

19. Contract Financial Security

1. The Contractor must provide the following contract financial security within 20 calendar days after the date of contract award:

- A security deposit as defined in clause E0008C in the amount of \$500,000.00.

Any bond must be accepted as security by one of the bonding companies listed in Treasury Board Contracting Policy, Appendix L, Acceptable Bonding Companies.

2. Security deposits in the form of government guaranteed bonds with coupons attached will be accepted only if all coupons that are unmatured, at the time the security deposit is provided, are attached to the bonds. The Contractor must provide written instructions concerning the action to be taken with respect to coupons that will mature while the bonds are pledged as security, when such coupons are in excess of the security deposit requirement.

3. If Canada does not receive the required financial security within the specified period, Canada may terminate the Contract for default pursuant to the Contract default provision.

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ANNEX "A"
STATEMENT OF WORK
(Refer to document attached)

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ANNEX "B" BASIS OF PAYMENT

The Contractor will be paid in accordance with the following:

1. FIRM LINE ITEM UNIT COSTS (LIUC)

The Contractor must provide LIUCs for each of the Contract line items, in Canadian funds for the initial three (3) years of the Contract, Delivered Duty Paid, (Incoterms 2000), transportation costs extra, Goods and Services Tax, Harmonized Sales Tax and Quebec Sales Tax are extra. Canadian Customs Duties, where applicable, sales, excise and other and similar taxes levied, assessed or imposed under any legal jurisdictions in respect of anything to be furnished, sold or delivered by the Contractor pursuant to the Contract; all export and import licenses, permits where applicable; and any other related costs must be included in the LIUC.

1.1 LIUC - Option Periods

The Contractor agrees that, for each of the three (3) option periods of the Contract, if exercised, the line item unit costs (LIUC) (increases or decreases) will be adjusted in accordance with Statistics Canada's average Consumer Price Index (all items) for municipalities in Canada, with the municipality closest to the Contractor's main area of operations used for this purpose. The adjustment will be made annually, at the exercise of the option, based on the average of the CPI of the most recently reported twelve-month period using the LIUC of the previous year.

2. FIRM LINE ITEM MARK-UP (LIM)

The firm all-inclusive LIM is applicable for the initial contract period and the option periods of the Contract. This mark-up is intended to cover all elements of the Contractor's costs, excluding the firm LIUC which is addressed separately above. The LIM must include all of the functions required in the Statement of Work, attached as Annex "A", excluding the "As-and-when requested" Professional Services, transportation costs, and applicable taxes.

**Firm Line Item Mark-up (LIM) offered
for the first three years and three option periods** _____%

2.1 Government Owned Inventory

Goods that are transferred from Canada to the Contractor during the course of the Contract will become the responsibility of the Contractor. When Canada will request delivery of these goods, the Contractor will only charge their LIM. For calculation purposes, the Contractor will use the appropriate LIUCs listed in the Contract for the subject goods. If no LIUC exist in the Contract, Canada will provide to the Contractor a LIUC based on a estimated market value for similar goods.

3. "As-and-when requested" Professional Services

Firm all-inclusive hourly rates are as follows:

Categories	First Year	Second Year	Third Year
Junior Designer*	\$	\$	\$

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Senior Designer	\$	\$	\$
Junior Paper Pattern Grader	\$	\$	\$
Senior Paper Pattern Grader	\$	\$	\$
Junior Textile Technician	\$	\$	\$
Senior Textile Technician	\$	\$	\$
Training Services	\$	\$	\$
* Junior is up to seven years of experience in the category; senior is more than seven years of experience in the category.			

Any materials, findings and other services required to perform the "As-and-when requested" Professional Services will be reimbursed at cost supported by invoice. Any materials/equipment required to perform the work must be included in the estimate. Any unexpected expenses must be forwarded under a revised cost estimate to the Project Authority for approval.

Adjustment of firm all-inclusive hourly rates for option years will be in accordance with Statistics Canada's average Consumer Price Index (all items) for municipalities in Canada, with the municipality closest to the Contractor's main area of operations used for this purpose. The adjustment will be made annually, at the exercise of the option, based on the average of the CPI of the most recently reported twelve-month period using the hourly rates of the previous year.

4. TRAVEL COSTS

The Contractor will be reimbursed for previously authorized travel (outside of what is covered under section 15 of the SOW), accommodation and living expenses associated with the completion of a Tasking, in accordance with the Treasury Board Travel Directive. For further information refer to the current TBS Travel Directive at:

http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/menu-travel-voyage_e.asp

5. NEW LINE ITEMS

Canada reserves the right to add new items to the Contract as required by departmental programs in keeping with the scope of items on the Contract. New items will be added to the contract if the prices submitted are considered to be fair and reasonable at the sole discretion of Canada. Upon receipt of a notice from Canada, the contractor is to provide pricing with price justification to the Contracting Authority as follows:

1. For any new item having an estimated total annual cost up to \$25,000.00, the Contractor will provide a copy of quote(s) received from his supplier(s) to the Contracting Authority and will certify as follows:

"The price submitted is not in excess of the lowest price charged anyone else, including the Contractor's most favoured customer, for like quality and quantity of the products. The Contractor's certification that the price is not in excess of the lowest price charged anyone else is subject to verification by government audit, at Canada's discretion; or

2. For any new line item having a total estimated annual cost over \$25,000.00, the Contractor will be required to demonstrate that competitive costs are submitted as follows:

A) For goods produced by the Contractor within their facilities the Contractor must submit their costs plus prices submitted by two competing firms;

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B) For goods produced by sub-contractors, the Contractor must submit prices from three competing firms, where possible. If the contractor is unable to provide 3 quotes, the reason must be provided to the Contracting Authority;

C) In the event that there is only one source available for a particular item, the proposed cost along with price justification (published price list, previous invoices, or cost breakdown) must be made available to the Contracting Authority for review and cost approval. The Contractor must justify to the Contracting Authority why only one source is available for a particular item.

If the Contracting Authority is of the opinion that the cost submitted is fair and reasonable, the Contracting Authority will approve the cost in writing. CCanada reserves the right to reject the proposed pricing on the new line item and procure the item itself. Once a cost is approved by the Contracting Authority, the item is officially added to the contract.

For new items that have been added after Contract Award only, the contractor will be allowed to submit a request for a LIUC adjustment when changes in the industry significantly impact the cost of an item. The request from the contractor must be substantiated to the satisfaction of the Contracting Authority. The decision to modify the cost of an item will be at the sole discretion of the Contracting Authority.

6. INVENTORY BUY-BACK, BULK FABRIC BUY-BACK AND OBSOLETE ITEMS

At the end of the Contract and only if there is a change of service provider (the Successor is CBSA or a new supplier), the Contractor must provide to the CBSA up to 20% of the average yearly consumption of the line items (on per line item rather than aggregate basis) by CBSA. The Contractor will only have to provide the inventory that he have in stock up to that stipulated 20% except if Canada requires additional quantities. Canada may at its sole discretion opt to purchase additional quantities.

The yearly consumption will be based on the sales of the previous 24 months period commencing 6 months prior to the Contract end date. Canada reserve the right to use another period if both the Contractor and Canada agree on another period to calculate the average yearly consumption. The sizing for each quantity of line item acceptable under this provision will be determined using the total quantity per size ordered during this period. The Contractor must perform all calculations and provide to Canada all the data pertaining to the Buy-Back within 21 calendar days after request of the Contracting Authority.

If the Contract is terminated for default, Canada reserves the right to not proceed with the Inventory Buy-Back described herein.

The price applicable to each line items included in this Inventory Buy-Back will be the total of the LIUC and 50% of LIM.

Government owned inventory must be returned to Canada at the end of the Contract, unless the current Contractor is awarded a new contract to continue to provide similar goods and services to CBSA. The mark-up to be paid to the Contractor on the return of government owned inventory will be 50% of LIM.

Bulk Fabric Buy-back

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Canada retains the right, at his sole discretion, to negotiate the purchase of remaining bulk fabric with the understanding that the Contractor will be reimbursed by Canada for its direct cost of the fabric (i.e. net of overhead and profit), evidenced by supporting documentation provided by the Contractor.

Canada may exercise either buy back at any time prior to Contract end date. If exercised, the Contractor must deliver inventory Buy-back and Bulk Fabric Buy-back within 10 working days after receipt of a written request of delivery from the Contracting Authority. Contracting Authority reserves the right to extend this delivery period at his sole discretion. Any inventory buy-back by the Canada will be documented by formal Contract amendment.

Obsolete Items

Where Contractor owned inventory becomes obsolete due to Canada's decision, Canada agrees to compensate the Contractor for the remaining obsolete inventory or 30% of the average yearly consumption based on the previous 24 month (two year) period, whichever is less.

Table One - Line Items

ITEM #	Description	Spec #	Estimated Quantity per year	Line Item Unit Cost (LIUC), For three years, GST/HST extra, freight extra
1	Defensive Spray Securable Holder	CBSA/ASFC-AR M-2013-06-001		\$ _____
2	High Visibility Earmuffs	CBSA/ASFC-AR M-2013-06-002		\$ _____
3	Rubber Grip Sleeves	CBSA/ASFC-AR M-2013-06-003		\$ _____
4	Safety Glasses - Regular	CBSA/ASFC-AR M-2013-06-004		\$ _____
5	Safety Glasses - Over-the-Glass	CBSA/ASFC-AR M-2013-06-005		\$ _____
6	Safety Glasses Case - Over-the-Glass	CBSA/ASFC-AR M-2013-06-006		\$ _____
7	Safety Glasses Case - Regular	CBSA/ASFC-AR M-2013-06-007		\$ _____
8	Serial Numbered Shipping Seals	CBSA/ASFC-AR M-2013-06-008		\$ _____
9	Small Shipping Case	CBSA/ASFC-AR M-2013-06-009		\$ _____
10	Large Shipping Case	CBSA/ASFC-AR M-2013-06-010		\$ _____
101	Name Tag, Metal, Gold	CBSA/ASFC-2011-07-101		\$ _____
103	Gloves, White, Ceremonial	CBSA/ASFC-2011-01-103		\$ _____
104	Name Tag, Fabric	CBSA/ASFC-2011-07-104		\$ _____

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105	Name Tag, Metal, Silver	CBSA/ASFC-2011-07-105		\$ _____
106	Baseball, Cap	CBSA/ASFC-2011-08-106		\$ _____
107	Hat, Tuque	CBSA/ASFC-2011-09-107		\$ _____
109	Defensive Spray, Inert	CBSA/ASFC-2012-11-109		\$ _____
110	Pants, Cargo, Male & Female	CBSA/ASFC-2012-09-110		\$ _____
111	Cargo Belt, Leather 2"	CBSA/ASFC-2012-09-111		\$ _____
112	Concealment Belt, Leather	CBSA/ASFC-2012-09-112		\$ _____
114	Shirt, Duty, Male & Female	CBSA/ASFC-2012-09-114		\$ _____
115	Coveralls, Unisex	CBSA/ASFC-2012-10-115		\$ _____
116	Sweater, Unisex Coveralls, Unisex	CBSA/ASFC-2013-04-116		\$ _____
119	Hat, Fur, Winter, Unisex	CBSA/ASFC-2013-04-119		\$ _____
120	Shirt, Polo, Crested, Unisex	CBSA/ASFC-2013-05-120		\$ _____
121	Tie, Blue	CBSA/ASFC-2012-11-121		\$ _____
123	Shirt, T, Crested, Unisex	CBSA/ASFC-2013-05-123		\$ _____
125	Jacket, Bomber & Fleece, Unisex	CBSA/ASFC-2013-05-125		\$ _____
126	Sweatshirt, Crested, Unisex	CBSA/ASFC-2013-05-126		\$ _____
128	Shoulder Insignia	CBSA/ASFC-2013-08-128		\$ _____
129	Reflective Tape, Large & Small	CBSA/ASFC-2013-08-129		\$ _____

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ANNEX "C"
ITEM PURCHASE DESCRIPTIONS & SPECIFICATIONS
(Refer to electronic documents attached)

ITEM #	Description	File #
1	Defensive Spray Securable Holder	CBSA/ASFC-AR M-2013-06-001
2	High Visibility Earmuffs	CBSA/ASFC-AR M-2013-06-002
3	Rubber Grip Sleeves	CBSA/ASFC-AR M-2013-06-003
4	Safety Glasses - Regular	CBSA/ASFC-AR M-2013-06-004
5	Safety Glasses - Over-the-Glass	CBSA/ASFC-AR M-2013-06-005
6	Safety Glasses Case - Over-the-Glass	CBSA/ASFC-AR M-2013-06-006
7	Safety Glasses Case - Regular	CBSA/ASFC-AR M-2013-06-007
8	Serial Numbered Shipping Seals	CBSA/ASFC-AR M-2013-06-008
9	Small Shipping Case	CBSA/ASFC-AR M-2013-06-009
10	Large Shipping Case	CBSA/ASFC-AR M-2013-06-010
101	Name Tag, Metal, Gold	CBSA/ASFC- 2011-07-101
103	Gloves, White, Ceremonial	CBSA/ASFC-20 11-01-103
104	Name Tag, Fabric	CBSA/ASFC- 2011-07-104
105	Name Tag, Metal, Silver	CBSA/ASFC- 2011-07-105
106	Baseball, Cap	CBSA/ASFC- 2011-08-106
107	Hat, Tuque	CBSA/ASFC- 2011-09-107
109	Defensive Spray, Inert	CBSA/ASFC- 2012-11-109
110	Pants, Cargo, Male & Female	CBSA/ASFC- 2012-09-110
111	Cargo Belt, Leather 2"	CBSA/ASFC- 2012-09-111
112	Concealment Belt, Leather	CBSA/ASFC- 2012-09-112
114	Shirt, Duty, Male & Female	CBSA/ASFC- 2012-09-114
115	Coveralls, Unisex	CBSA/ASFC- 2012-10-115

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116	Sweater, UnisexCoveralls, Unisex	CBSA/ASFC-2013-04-116
119	Hat, Fur, Winter, Unisex	CBSA/ASFC-2013-04-119
120	Shirt, Polo, Crested, Unisex	CBSA/ASFC-2013-05-120
121	Tie, Blue	CBSA/ASFC-2012-11-121
123	Shirt, T, Crested, Unisex	CBSA/ASFC-2013-05-123
125	Jacket, Bomber & Fleece, Unisex	CBSA/ASFC-2013-05-125
126	Sweatshirt, Crested, Unisex	CBSA/ASFC-2013-05-126
128	Shoulder Insignia	CBSA/ASFC-2013-08-128
129	Reflective Tape, Large & Small	CBSA/ASFC-2013-08-129

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ANNEX "D"
SECURITY REQUIREMENTS CHECK LIST
(Refer to document attached)

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ANNEX "E"
TASK AUTHORIZATION FORM PWGSC-TPSGC 572
(Refer to document attached)

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ANNEX "F"
EVALUATION CRITERIA
(Refer to document attached)

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ANNEX G 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)



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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	2. Branch or Directorate / Direction générale ou Direction Operations Branch	
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 CBSA will establish a Consolidated Clothing Contract for all components of the CBSA uniform. The Supplier will be responsible for ensuring the uniform design, manufacture, inventory management, warehousing, ordering, distribution, program data management and maintaining an online ordering system for CBSA employees.		
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 / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>		
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <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:	
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 / Non Yes / 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 / Non Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel:
 Document Number / Numéro du document:

PART B - PERSONNEL (SUPPLIERS) / 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 COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET- SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:
 Commentaires spéciaux:

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
 REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
 Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui
 If Yes, will unscreened personnel be escorted?
 Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / 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 / Non Yes / 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 / Non Yes / Oui

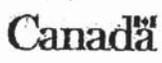
PRODUCTION

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 / Non Yes / 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 / Non Yes / 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 / Non Yes / Oui





Gouvernement
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

47131-14-4608 (100304608)

Security Classification / Classification de sécurité

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

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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

No
Non Yes
Oui

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

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

No
Non Yes
Oui

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