

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

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

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

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

**Comments - Commentaires**

"This document contains a Security Requirement."

"For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield (BATUS)."

<b>Title - Sujet</b> Full Motion Video Services	
<b>Solicitation No. - N° de l'invitation</b> W0142-15X004/A	<b>Date</b> 2014-03-13
<b>Client Reference No. - N° de référence du client</b> BATUS - W0142-15X004	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$CAL-104-6220	
<b>File No. - N° de dossier</b> CAL-3-36142 (104)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-03-31</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Twomey, Margaret L.	<b>Buyer Id - Id de l'acheteur</b> cal104
<b>Telephone No. - N° de téléphone</b> (403) 292-4450 ( )	<b>FAX No. - N° de FAX</b> (403) 292-5786
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE BASE COMMANDER CANADIAN FORCES BASE SUFFIELD ATTENTION CMTT, BLDG 322 RALSTON ALBERTA T0J 2N0 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada/Travaux  
publics et Services gouvernementaux Canada  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

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

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Solicitation No. - N° de l'invitation

W0142-15X004/A

Amd. No. - N° de la modif.

File No. - N° du dossier

CAL-3-36142

Buyer ID - Id de l'acheteur

ca1104

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

BATUS - W0142-15X004

CCC No./N° CCC - FMS No/ N° VME

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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 Insurance Requirements: includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Insurance Requirements, DND 626 Task Authorization Form, Security Requirement Check List and Evaluation Criteria/Selection.

### 2. Summary

For the provision of Full Motion Video Services in support of training at British Army Training Unit Suffield (BATUS), Ralston, Alberta. The contractor is to emulate United Kingdom Ministry of Defence and United States Department of Defence aerial Intelligence, Surveillance, Target Acquisition and Reconnaissance (ISTAR) capabilities, specifically Full Motion Video (FMV).

Period of Contract: The contract will be for a three year period from date of award to 31 March, 2017, with the option to extend for an additional two one-year periods.

Services are to be provided between April 1 through to October 31 each year of the contract.

"The requirement is subject to a preference for Canadian goods and/or services."

*"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 website."*

Bidders must provide a list of names, or other related information as needed, pursuant to section 01 of Standard Instructions 2003 and 2004

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"For services requirements, Bidders in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the bid solicitation."

"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."

For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU").

### **3. Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

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

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

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

The 2003 (2014-03-01) 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: one hundred eight (180) 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. Former Public Servant

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

#### Definitions

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

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

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

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

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

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes ( ) No ( )**

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

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

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

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## Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes ( ) No ( )**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## 4. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

## 5. Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 1. Bid Preparation Instructions

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

- Section I:        Technical Bid (two (2) hard copies)
- Section II:       Financial Bid (one (1) hard copy)
- Section III:      Certifications (two (2) 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>). To assist Canada in reaching its objectives, bidders should:

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

### **Section I:        Technical Bid**

In their technical bid, bidders 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 Applicable Taxes must be shown separately.

### **1.2       Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

### **Section III:      Certifications**

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Bidders must submit the certifications required under Part 5.

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

### **1. Evaluation Procedures**

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

#### **1.1 Technical Evaluation**

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

The technical bid must meet all of the mandatory requirements identified in the statement of work at Annex A. Supporting documentation, as applicable, must also be provided. Failure to meet any of the requirements will render your submission non-compliant and given no further consideration.

#### **1.2 Financial Evaluation**

##### **1.2.1 Mandatory Financial Criteria**

The estimated usages listed under Annex B are for evaluation purposes only and will **not** form part of any resulting Contract.

The total aggregate bid price will be calculated by multiplying the unit prices for each line item by the associated estimated usage and summing the values.

Calculation will be applied to each year and option year of pricing and all periods will be totalled to determine the total evaluated aggregate bid price of the bid Proposal.

##### **1.2.2 SACC Manual Clause A0220T (2013-04-25), Evaluation of Price**

### **2. Basis of Selection - Mandatory Technical Criteria**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be

recommended for award of a contract.

## **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications 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 Integrity Provisions - Associated Information**

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

#### **1.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ([http://www.labour.gc.ca/eng/standards\\_equality/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equality/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.

## 2.1 Status and Availability of Resources

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

## 2.2 Education and Experience

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

## 3. Additional Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

### 3.1 Canadian Content Certification

"The requirement is subject to a preference for Canadian goods and/or services."

The Bidder certifies that:

( ) the services offered are Canadian services as defined in paragraph 2 of clause A3050T.

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

## PART 6 - SECURITY AND INSURANCE REQUIREMENTS

### 1. Security Requirement

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

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7- Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

2. 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 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 website.

## 2. Insurance Requirements

As per Annex D

## 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".

For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU").

### 1.2 Task Authorization

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

#### 1.2.1 Task Authorization Process

Task Authorization Process:

The Project Authority will provide the Contractor with a description of the task using the "*DND 626, Task Authorization Form*" specified in Annex D .

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

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

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

#### 1.2.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$100,000.00, Applicable Taxes included, inclusive of any revisions.

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

### 1.2.3 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 50 hours guaranteed per year of the contract.*

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.

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

### 1.2.4 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below . *If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.*

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to Sept. 30;

3rd quarter: Oct. 1 to Dec. 31; and

4th quarter: Jan. 1 to Mar. 31.

The data must be submitted to the Contracting Authority no later than *fifteen (15)* calendar days after the end of the reporting period.

#### Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain (*contracting authority to edit the text as applicable*):

##### **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

##### **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

### **1.2.5 Task Authorization - Department of National Defence**

The administration of the Task Authorization process will be carried out by the G4 Procurement Officer, CFB Suffield. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority

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

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

2035 (2014-03-01), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

## **3. Security Requirement for Canadian Supplier:**

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid **Designated Organization Screening (DOS)**, issued by the Canadian In-dustrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must **EACH** hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.

3. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.

4. The Contractor/Offeror must comply with the provisions of the:

(a) Security Requirements Check List and security guide (if applicable), attached at Annex C;

(b) Industrial Security Manual (Latest Edition).

#### 4. Term of Contract

##### 4.1 Period of the Contract

The period of the Contract is from date of award to 31 March, 2017, inclusive..

The Work is to be performed during the period of 01 April to 31 October each contract year.

##### 4.2 Option to Extend the Contract A9009C

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one-year period(s) under the same 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 this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

#### 5. Authorities

##### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0142-15X004/A

ca1104

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

BATUS - W0142-15X004

CAL-3-36142

Name: Margaret Twomey  
 Title: Supply Specialist  
 Public Works and Government Services Canada  
 Acquisitions Branch  
 Directorate: Western Region  
 Address: #1650, 635 - 8th Ave. SW Calgary, AB T2P 3M3

Telephone: 403-292-4450  
 Facsimile: 403-292-5786  
 E-mail address: margaret.twomey@pwgsc-tpsgc.gc.ca

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

## 5.2 Project Authority

The Project Authority for the Contract is: **To be identified at time of award**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 E-mail address: \_\_\_\_\_

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

## 5.3 Contractor's Representative

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 E-mail address: \_\_\_\_\_

## 6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be

reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

## 7. Payment

### 7.1 Basis of Payment - Firm Unit Price(s) - Task Authorizations

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm unit price(s) in accordance with the basis of payment, in Annex B, as specified in the authorized TA. Customs duties are included, and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

### 7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ **TBD** . Customs duties are included, and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. 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 sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

whichever comes first.
4. 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.

### 7.3 Monthly Payment

*SACC Manual* clause H1008C (2008-05-12) Monthly Payment

### 7.4 Direct Request by Customer Department

*SACC Manual* clause A9117 (2007-11-30) T1204 - Direct Request by Customer Department

### 7.5 Discretionary Audit

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

## 8. 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 two (2) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## 9. Certifications

### 9.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, 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

### 9.2 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 Employment and Social Development Canada (ESDC)-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 ESDC will constitute the Contractor in default as per the terms of the Contract.

### 9.3 SACC Manual Clauses

A3060C (2008-05-12) Canadian Content Certification  
A7017C (2008-05-12) Replacement of Specific Individuals

## 10. Applicable Laws

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

## 11. Priority of Documents

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

- 
- (a) the Articles of Agreement;
  - (b) the general conditions 2035 (2014-03-01), Higher Complexity - Services, apply to and form part of the Contract.
  - (c) Annex A, Statement of Work;
  - (d) Annex B, Basis of Payment;
  - (e) Annex C, Security Requirement Check List;
  - (f) Annex D, Federal Contractors Program for Employment Equity - Certification
  - (f) Annex E, Insurance Requirements
  - (g) Annex F, the signed DND Task Authorizations (including all of its annexes, if any)
  - (h) the Contractor's bid dated \_\_\_\_\_,

## 12. Defence Contract

SACC Manual clause A9006C (2012-07-16) Defence Contract

## 13. Foreign Nationals)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

## 14. Insurance - Specific Requirements G1001C

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

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

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

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For the purposes of this procurement, Canada is acting as AGENT for the British Army Training Unit Suffield in accordance with the "Agreement Between the Government of Canada and The Government of The United Kingdom of Great Britain and Northern Ireland on British Armed Forces' Training in Canada" and the Memorandum of Understanding Between The Department of National Defence of Canada and The Ministry of Defence of the United Kingdom of Great Britain and Northern Ireland Concerning British Armed Forces Training at Canadian Forces Base Suffield (the "MOU").

## ANNEX A

### STATEMENT OF WORK

#### 1. TITLE: Full Motion Video Services

#### 2. OBJECTIVE:

For the provision of Full Motion Video Services in support of training at British Army Training Unit Suffield (BATUS), Ralston, Alberta. The Contractor is to emulate United Kingdom Ministry of Defence and United States Department of Defence aerial Intelligence, Surveillance, Target Acquisition and Reconnaissance (ISTAR) capabilities, specifically Full Motion Video (FMV).

#### 3. BACKGROUND:

Provision of Full Motion Video (FMV) forms a key element of a Commander's ISTAR capability. The ability to exploit FMV assets deployed on manned and unmanned aircraft, day and night, is commonplace on current operations enabling video feeds to be available to commanders on the ground thus enhancing their situational awareness and targeting ability. In order to make best use of this asset it is vital that soldiers deploying on future operations have a thorough understanding of its capability; both the means to control such assets as well as the ability to analyse the information it emits.

A paucity of quality FMV at BATUS is currently preventing targeting processes and strike options being adequately exercised during training iterations at Battlegroup (BG) level. The provision of sufficiently high resolution feed will allow BG staffs to achieve Positive Identification (PID) of targets and practice targeting in accordance with extant Rules of Engagement (ROE) and targeting directives. These procedures, as well as being vital for the generation of currency and competency for current operations, form an important part of core capability during more generic Hybrid Foundation Training (HFT) and will endure as mandated training objectives.

#### 4. TASKS AND DELIVERABLES

The contractor **must** deliver the following specific tasks:

- 
- .1 The contractor must emulate surveillance of armed and unarmed UAS assets (such as PREDATOR, REAPER, H450, WATCHKEEPER).
- .2 The contractor must provide either Electro Optical (EO) or Infra Red (IR) Full Motion Video (FMV) via a data-link compatible with ROVER and FIRESTORM terminals. In addition, the contractor must be able to transfer high quality stills and imagery for the purposes of generating Target Packs and the capture of After Action Review material.
- .3 The contractor will provide target indication and surveillance commentary for Troops In Contact (TIC) and deliberate strike ops.
- .4 The contractor will provide ground call signs immediate analysis of the environment as it is observed, to replicate the analysis offered by Theatre level Unmanned Aerial Systems (UAS) surveillance operators.
- .5 The contractor must have a working knowledge of NATO standard ECAS procedures, ISR Requests, JTAR and CAS Briefs (formally 9 line) as part of the tasking process.
- .6 The contractor will provide a liaison officer at EXCON for hot debrief of troops under training if requested by the Air Staff Officer (ASO) or Training Deliverers. Debrief template is included at Annex E.
- .7 The contractor will provide a verbal debrief to the ASO or Training Deliverer (or delegated authority) within EXCON/ HICON within 1hr of landing to discuss the performance of the training audience. Debrief template is included at Annex G.
- .8 The contractor will provide a post-exercise report for the training deliverers to identify innovative use by the Training Audience, as well as examples of good practice and areas for improvement. This report must be submitted to the ASO within 12 hours of completion of the final task per exercise. Format for the report can be found at Annex H.
- .9 The Contractor shall check-in on-station with BATUS Air Controller at the designated on-station time. If Contractor is unable to be on-station at designated time + 20 mins, the Contractor will forego 1 hour of billable time for that sortie.
- .10 The Contractor shall provide a minimum of 2; maximum 3 man portable RVT terminals for use by BATUS exercise and safety staff to observe FMV feed independently of the Training Audience.

## 5. CONSTRAINTS

- .1 Compliance:

Civilian contract aircraft must act in compliance with and follow the Tactics Techniques and Procedures (TTPs) and Voice Procedure (VP) contained in NATO STANAG 3797 Edition 4, the JCAS AP MOA and ATP 3.3.2.1 (B) and must follow UK Joint Publication 3 - 09.3 dated Jul 09.

**.2 Area of operation:**

The contractor must be able to provide the tasks and deliverables specified above within the BATUS training area having secured all relevant local flying authorities.

**6. MANDATORY REQUIREMENTS**

**.1 Flying hours:**

The contractor must provide 25 hrs of "on station" time for the platform per exercise (with a total **estimate** of 100 hrs per series of exercises). The capability is to be available 24 hrs a day, with sorties of between 1 and 6 hours duration. This capability could be required on task at any time within a 24-hour period, but timings will be known 24 hours in advance. The exact flying programme and amendments to it are to be negotiated between exercise deliverers and contractor throughout the exercise.

**The minimum guarantee per season is 50 hours.**

The current planning dates are as follows, but are subject to change and should be used for initial planning purposes only

- |    |                          |   |                    |
|----|--------------------------|---|--------------------|
| a. | Exercise Prairie Storm 1 | - | 22 May - 10 Jun 14 |
| b. | Exercise Prairie Storm 2 | - | 27 Jun - 31 Jul 14 |
| c. | Exercise Prairie Storm 3 | - | 1 Sep - 5 Oct 14   |
| d. | Exercise Prairie Storm 4 | - | 20 Oct - 31 Oct 14 |

**.2 Staff:**

The contractor must provide aircraft operated by personnel with a working knowledge of Close Air Support (CAS) procedures. This is defined as:

- a. Personnel trained in NATO CAS Procedures.
- b. Personnel who have conducted CAS missions on Operations or in training with UK or NATO Forward Air Controllers (FACs).

### **.3 Equipment:**

- a. The Contractor must provide suitable aircraft capable of fulfilling the task. As BATUS provides vital pre-operational training, a robust service is required.
- b. The contractor's aircraft must be fitted with a 360 degree Electro Optical (EO) or Infra-Red (IR) sensor, with image fidelity sufficient to RECOGNISE people from 3000 ft and conduct wide area surveillance. The FMV feed must be sufficiently high resolution to enable Positive Identification of armed individuals or vehicles in order to allow targeting procedures to be practised by the training audience and targeting decisions to be made with clarity. The EO/IR capability is required for all training during the day and at night. Contractors must be able to switch between EO and IR whilst on task in the air. This sensor is to be day, low-light capable and night time capable. Desirable is the ability for the IR sensor to display white hot and black hot. The aircraft is to operate when the cloud-base is 700ft or above during the day and 1000ft or above during the night. The aircraft must be capable of dynamic re-tasking mid-sortie.
- c. The Contractor must have an understanding of the EO/IR resolution and performance of the sensors fitted to the operational platforms they are emulating and must be able to limit or downgrade the performance of their own sensor and the way it is used to deliver an equivalent capability to the training audience, thereby avoiding false lessons on the reliance of very high-fidelity air ISTAR feeds.
- d. The aerial platform is to be fitted with a data-link compatible with ROVER and FIRESTORM terminals. Frequencies for this link will be determined by the user. The data link is required to work up to 20 NM line of sight and real-time at 3.5MBs.
- e. Voice communications between the customer (military personnel) and pilot are to be on UHF to ensure coherence with military assets. There must also be an ability to operate on unencrypted VHF. Comms should be compatible with current UK FAC systems including HARRIS UHF/VHF radios.

### **7. APPLICABLE DOCUMENTS**

1. The following documents of the exact issue shown form part of this Statement of Work (SOW) to the extent specified herein. In the event of conflict between the documents referenced herein and the contents of this SOW, the SOW shall take precedence. A copy of each document is available upon request.
  - a. NATO STANAG 3797 Edition 4.

- 
- b. JCAS AP MOA.
  - c. TP 3.3.2.1 (B)
  - d. UK Joint Publication 3 - 09.3 dated Jul 09.

## 8. MEETINGS

- 1. Before each flight the pilot is to liaise directly with the ASO (or delegated authority) at EXCON to confirm the days' tasking and technical requirements as well as receiving a range safety brief pertinent to activities of that particular day. Contractors must also attend an annual CFB Suffield General Contractor Safety Brief prior to beginning any task within the contract.

## 9. TRAVEL

- 1. All expenses bourn by the contractor. This includes any necessary travel to begin the tasks above at BATUS either for air assets or ground operators.

## 10. LANGUAGE

- 1. All work including tasks and deliverables will be completed in the English language, spoken and written.

## 11. SECURITY REQUIREMENTS

- 1. The following security restrictions apply to this contract:
  - a. All UAV flights will be subject to restricted fly zones. Certain flying zones will require the pilot to operate the UAV between the altitude of 1500 and 2000 feet above ground level. Furthermore, the contractor will not be permitted to collect imagery in certain restricted areas. In other areas, imagery is only to be used by BATUS personnel; the contractor is not permitted to pass any imagery to other personnel without the written consent of the CFB Suffield Base Commander.
  - b. Prior to the commencement of work under this contract, the civilian company that is awarded the contract is to be registered with the Canadian Industrial Security Directorate (CISD) and be granted a Reliability Security Status Screening (RSSS). Unscreened sub-contractors, temporary or replacement workers may perform work under this contract provided they are signed in daily, escorted and monitored at all times by a qualified person while they are within a military establishment.
  - c. Prior to the commencement of work under this contract, the Company Security Officer

(CSO) and/or Alternate Company Security Officer (ACSO) is to submit a CISD visit clearance request to gain unescorted personnel access. The Office of Primary Interest (OPI) for all CISD VCRs at CFB Suffield is the 1 Military Police Regiment - Suffield security section. Particulars are included within the SRCL review notes.

- d. Prior to the commencement of any work under this contract the contractor's CSO or ACSO is to ensure all operators of company vehicles be in possession of a valid and current provincial drivers' licence and that they retain it on their person at all times while within a military establishment. Furthermore, it is the responsibility of the prime contractor's CSO or ACSO to ensure that all sub-contractors comply with these directions.
2. All contractors are to be aware that the Base Commander or unit Commanding Officer may at any time change the level of Force Protection (FP). If that level of FP increases, access to CFB Suffield and DND properties may be delayed, hindered or prohibited. In the event that access is delayed, hindered or prohibited the prime contractor is to contact their DND PA for further direction. The DND PA will revisit the project and contact 1 Military Police Regiment Suffield Platoon Commander for further advice.

## 12. ACRONYMS

ACA	-	Airspace Coordination Authority
ACP	-	Airspace Control Plan
ASC	-	Air Space Controller
ASO	-	Air Safety Officer
BATUS	-	British Army Training Unit Suffield
BDA	-	Battle Damage Assessment
BM	-	Battlespace Management
BG	-	BattleGroup
CAS	-	Close Air Support
CCIR	-	Commanders Critical Information Requirements
CFB	-	Canadian Forces Base
CR	-	Combat Ready
CTG	-	Collective Training Group
DND	-	Department National Defense
DOD	-	Department of Defense
DSO	-	Decision Support Overlay
ECAS	-	Emergency Close Air Support
EO	-	Electro Optical
EXCON	-	Exercise Control (at BATUS)
FAC	-	Forward Air Controller
FMV	-	Full Motion Video
HFT	-	Hybrid Foundation Training

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HICON	-	Higher Control (at BATUS)
HPT	-	High Priority Target
HQ	-	Headquarters
HVT	-	High Value Target
IR	-	Infra Red
ISR	-	Intelligence, Surveillance, Recognisance
ISTAR	-	Intelligence, Surveillance, Target Acquisition, Recognisance
JCAS	-	Joint Close Air Support
JFACTSU	-	Joint Forward Air Controller Training Standards Unit
JTAR	-	Joint Tactical Air Request
MB	-	Megabyte
MOD	-	Ministry of Defense
MOU	-	Memorandum of Understanding
NATO	-	North Atlantic Treaty Organization
NM	-	Nautical Mile
PID	-	Positive Identification
PT	-	Prairie Thunder
ROE	-	Rules of Engagement
STAP	-	Surveillance, Target Acquisition Plan
TIC	-	Troops in Contact
TST	-	Time Sensitive Target
TTPs	-	Tactics Techniques and Procedures
UAS	-	Unmanned Aerial Surveillance
UAV	-	Unmanned Aerial Vehicle
UHF	-	Ultra High Frequency
UK	-	United Kingdom
US(A)	-	United States (America)
VHF	-	Very High Frequency
VP	-	Voice Procedure

**ANNEX B****BASIS OF PAYMENT****FULL MOTION VIDEO SERVICES**

**Pricing is to exclude GST/HST  
GST/HST will be included on the invoicing (if applicable)**

**Estimated usages are for evaluation purposes only and do not form any part of the resulting contract. Minimum guarantee is 50 hours per year.**

**1. Contract Period: from date of award to 31 March 2017**

**Services are to be provided between April 1 and October 31 each year of the contract.**

<b>Year 2014</b>		<b>ESTIMATED USAGE</b>	<b>RATE</b>
a.	All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work).	<b>100</b>	<b>\$_____/ Hour</b>
b.	Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues)	<b>2</b>	<b>\$_____/ Day</b>
<b>Year 2015</b>			
a.	All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work).	<b>100</b>	<b>\$_____/ Hour</b>
b.	Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues)	<b>2</b>	<b>\$_____/ Day</b>
<b>Year 2016</b>			
a.	All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work).	<b>100</b>	<b>\$_____/ Hour</b>
b.	Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues)	<b>2</b>	<b>\$_____/ Day</b>

**2. Option Year One: April 1, 2018 to March 31, 2019**

<b>Year 2018</b>		<b>ESTIMATED USAGE</b>	<b>RATE</b>
a.	All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work).	<b>100</b>	\$_____/ <b>Hour</b>
b.	Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues)	<b>2</b>	\$_____/ <b>Day</b>

**3. Option Year Two: April 1, 2019, to March 31, 2020**

<b>Year 2019</b>		<b>ESTIMATED USAGE</b>	<b>RATE</b>
a.	All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work).	<b>100</b>	\$_____/ <b>Hour</b>
b.	Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues)	<b>2</b>	\$_____/ <b>Day</b>

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File No. - N° du dossier

CAL-3-36142

Buyer ID - Id de l'acheteur

cal104

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**Annex “C”**

**SECURITY REQUIREMENT CHECKLIST**

**Attached as a PDF**

## ANNEX D

### Aviation Liability Insurance

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.

2. The Aviation Liability policy must include the following:

- a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
- b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if separate policy had been issued to each.
- d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- e. Employees and, where applicable, Volunteers must be included as Additional Insured.
- f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
- g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program) (Contracting officers must insert the applicable options below and renumber accordingly.)

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i. Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.

j. Products and Completed Operations: To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.

k. Airport Tenants' Legal Liability Broad Form: To protect the Contractor for liabilities arising from its occupancy of leased airport premises.

l. Non-owned Aircraft Liability: To protect the Contractor for liabilities arising from its use of aircraft owned by other parties including Canada.

**ANNEX "E"****Federal Contractors Program for Employment Equity - Certification**

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

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

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

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a federally regulated employer being subject to the Employment Equity Act.
- A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
- A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with HRSDC-Labour.
- OR
- A5.2. The Bidder certifies having submitted the Agreement to Implement

---

Employment Equity (LAB1168) to HRSDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to HRSDC-Labour.

B. Check only one of the following:

B1. The Bidder is not a Joint Venture.

OR

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

Solicitation No. - N° de l'invitation

W0142-15X004/A

Amd. No. - N° de la modif.

File No. - N° du dossier

CAL-3-36142

Buyer ID - Id de l'acheteur

ca1104

CCC No./N° CCC - FMS No/ N° VME

BATUS - W0142-15X004

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**ANNEX "F"**

**DND 626 TASK AUTHORIZATION FORM**

**Attached as a PDF**

**ANNEX "G"****ISTAR (FMV) DEBRIEF TEMPLATE****OVERVIEW**

<b>Date/Time of sortie (from-to)</b>	
<b>Area covered</b>	
<b>Brief description of tasking</b>	

**COMMENT**

<b>Ser (a)</b>	<b>Area (b)</b>	<b>Contractor Comment (c)</b>	<b>BATUS / HICON Comment (d)</b>
1	<b>Planning:</b> <ul style="list-style-type: none"> <li>• ISR: Timely? Detailed?</li> <li>• Task: Appropriate? Achievable?</li> </ul>		
2	<b>Execution:</b> <ul style="list-style-type: none"> <li>• <u>BM / Flight safety:</u> <ul style="list-style-type: none"> <li>- Did the operator understand the Airspace control plan and their freedoms/constraints within it?</li> <li>- Was the operator briefed on hazards?</li> </ul> </li> <li>• Task: <ul style="list-style-type: none"> <li>- Was the tactical situation briefed?</li> <li>- Was the task briefed by the controlling c/s on the ground?</li> <li>- Was clear direction given?</li> <li>- Was the task achieved?</li> </ul> </li> </ul>		

**ANNEX "H"****ISTAR (FMV) POST EXERCISE REPORT TEMPLATE**

<b>EXERCISE Name &amp; dates</b>	
<b>Supporting (Battlegroup)</b>	
<b>No of sorties flown</b>	

Comments in the following table refer to the training audience (the Battlegroup HQ and their sub-units) and their understanding of and ability to drive ISTAR process. Comments may also be made on the Brigade HQ (HICON) but must be annotated as such.

<b>Ser (a)</b>	<b>Area (b)</b>	<b>Comment (c)</b>
<b>1</b>	<b>Planning:</b> <ul style="list-style-type: none"> <li>• Understanding of ISTAR input to the planning process (7Qs)</li> <li>• Safety (Airspace control and the ability to formulate a plan for deconfliction and brief airspace users)</li> <li>• Coverage (resourcing of DSO / STAP)</li> <li>• Responsiveness to CCIR</li> <li>• Integration with Fires / Strike capabilities during planning</li> <li>•Other</li> </ul>	
<b>2</b>	<b>Execution:</b> <ul style="list-style-type: none"> <li>• Collection, Data Exploitation and fusion of products</li> <li>• Dissemination</li> <li>• Understanding of the capabilities and limitations of ISTAR platforms</li> <li>• Re-tasking and responsiveness</li> </ul>	

	<ul style="list-style-type: none"> <li>• Safety (ACA, ACP, ASC)</li> <li>• Support to targeting: <ul style="list-style-type: none"> <li>- PID and TRACK of HVT/HPT/TST</li> <li>- CDE Processes</li> <li>- Proportional effect and BDA</li> </ul> </li> <li>• Integration with Fires / Strike capabilities during targeting processes</li> <li>• Other</li> </ul>	
<b>3</b>	<b>General comments and assessment</b>	

Comments in the following table refer to lessons identified from lending support to Exercises at BATUS, from administration to technical problems. Input is welcomed to improve integration.

Ser (a)	Area (b)	Comment (c)
4		
5		
6		
7		
8		
9		
10		
11		

Solicitation No. - N° de l'invitation

W0142-15X004/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal104

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

BATUS - W0142-15X004

File No. - N° du dossier

CAL-3-36142

CCC No./N° CCC - FMS No/ N° VME

**ANNEX "T"**

**TASK AUTHORIZATION USAGE REPORT**

**Return to:**

Public Works and Government Services Canada

Acquisition Branch

Facsimile: 403-292-5786

Email: wst-pa-cal@pwgsc-tpsgc.gc.ca

SUPPLIER: \_\_\_\_\_

CONTRACT NUMBER: W0142-15X004/001/CAL

DEPT OR AGENCY: DND, CFB SUFFIELD, RALSTON AB ON BEHALF OF BATUS

Item No.	Task Number Description	Value of the Task (GST/HST excluded)
(A) Total Dollar Value of Tasks for this reporting period		
(B) Accumulated Tasks totals to date:		
(A+B) Total Accumulated Tasks		

**NIL REPORT:** We have not done any business with the federal government for this period [   ]

**Prepared by:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## TASK AUTHORIZATION AUTORISATION DES TÂCHES

<p>All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.</p>		Contract no. – N° du contrat
		Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À	<p><b>TO THE CONTRACTOR</b></p> <p>You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.</p> <p>Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.</p> <p><b>À L'ENTREPRENEUR</b></p> <p>Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.</p> <p>Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.</p>	
Delivery location – Expédié à		
Delivery/Completion date – Date de livraison/d'achèvement	<p>_____</p> <p>Date for the Department of National Defence pour le ministère de la Défense nationale</p>	
Contract item no. N° d'article du contrat	Services	Cost Prix
	<b>GST/HST TPS/TVH</b>	
	<b>Total</b>	
<p><b>APPLICABLE ONLY TO PWGSC CONTRACTS:</b> The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p><b>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC :</b> La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p>		
<p>_____</p> <p>for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux</p>		

## Instructions for completing DND 626 - Task Authorization

### Contract no.

Enter the PWGSC contract number in full.

### Task no.

Enter the sequential Task number.

### Amendment no.

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

### Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

### Previous value

Enter the previous total dollar amount including taxes.

### To

Name of the contractor.

### Delivery location

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

### Delivery/Completion date

Completion date for the task.

### for the Department of National Defence

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

### Services

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

### Cost

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

### GST/HST

The GST/HST cost as appropriate.

### Total

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

### Applicable only to PWGSC contracts

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

### Note:

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

## Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

### N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

### N° de la tâche

Inscrivez le numéro de tâche séquentiel.

### N° de la modification

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

### Augmentation/Réduction

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

### Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

### À

Nom de l'entrepreneur.

### Expédié à

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

### Date de livraison/d'achèvement

Date d'achèvement de la tâche.

### pour le ministère de la Défense nationale

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

### Services

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

### Prix

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

### TPS/TVH

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

### Total

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

### Ne s'applique qu'aux contrats de TPSGC

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

### Nota :

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

RECEIVED



Government of Canada

Gouvernement du Canada

JAN 13 2014

Contract Number / Numéro du contrat

W0142-16X004

Security Classification / Classification de sécurité  
UNCLAS

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	
BATUS, CFB SUFFIELD		SQ2 G4 LOG SUP	
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 PROVISION of Full Motion Video (FMV) and ISTAR support to the exercises in 2014 and beyond. this SRCL is being submitted as the contractor requires unescorted access to Controlled Access Zones/Areas, including the FMA And EXCON.			
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 checked="" type="checkbox"/> No Non	<input 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 type="checkbox"/> No Non	<input checked="" 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 type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input 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"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLAS

Canada



Contract Number / Numéro du contrat W0142-15X004
Security Classification / Classification de sécurité UNCLAS

**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?  
If Yes, Indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité:  No / Non  Yes / Oui

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?  
Short Title(s) of material / Titre(s) abrégé(s) du matériel:  
Document Number / Numéro du document:  No / Non  Yes / Oui

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

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

<input checked="" type="checkbox"/> RELIABILITY STATUS 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: This SRCL is being submitted as the contractor requires unescorted access to a Controlled Access Zone/Area.

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



Contract Number / Numéro du contrat W0142-15X004
Security Classification / Classification de sécurité UNCLAS

**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	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET	
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL	A		B	C	CONFIDENTIEL		TRÈS SECRET		
Information / Accès / Renseignements / Biens / Production																	
IT Media / Support TI																	
IT Link / Lien électronique																	

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

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

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

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