



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À :

Parks Canada Agency - Bid Receiving Unit
111 Water Street East
Cornwall ON K6H 6S3

Bid Fax: 1-877-558-2349

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal to: Parks Canada Agency
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 or attached hereto, the supplies and services listed herein or on any attached sheets at the price(s) set out therefore.

Proposition à : l'Agence Parcs 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 articles et les services énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**THIS DOCUMENT CONTAINS A
SECURITY REQUIREMENT**

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

Title-Sujet	
Upgrade and Monitoring of Security Systems & Fire Panels	
Solicitation No. - N° de l'invitation 10141453	Date February 12, 2015
GETS Reference No. – N° de référence de SEAG N/A	
Client Reference No. – N° de référence du client N/A	
Solicitation Closes L'invitation prend fin – at – à 10:00 AM on – le March 25 2015	Time Zone Fuseau horaire - Heure normale de l'Est (HNE)
Address Inquiries to: - Adresser toute demande de renseignements à : Annie Roy (annie.roy@pc.gc.ca)	
Telephone No. - No de téléphone 613-938-5752	Fax No. – N° de FAX:
Destination of Goods, Services, and Construction: Destinations des biens, services et construction : Various buildings and location in the Cape Breton Field Unit, Louisbourg, NS area SEE HEREIN FOR DETAILS	
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur : Telephone No. - N° de telephone : Facsimile No. - N° de télécopieur :	
Name and title of person authorized to sign on behalf of the Vendor/Firm (type or print) Nom et titre de la personne autorisée a signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
_____	_____
Name/Nom	Title/Titre
_____	_____
Signature	Date

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

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 6 - 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 requirements as indicated in Part 6 - 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 refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2 Statement of Work

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

1.3 Site visit – Optional

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for a tour of the work site. **The site visit will be held on Thursday, February 19, 2015 at 10:30 A.M. AST (Atlantic Standard Time).**

Bidders are requested to communicate with the Contracting Authority no later than one (1) calendar day before the scheduled visit to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance form. Bidders who do not attend or send a representative will not be given an alternative appointment but will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Interested bidders are to meet the Departmental Representative at:

Fortress of Louisbourg NHSC
Administration Building
259 Park Service Road
Louisbourg, Nova Scotia B1C 2L2

With their own vehicle or mode of transportation, the potential bidders will be travelling to the different sites to complete the site visit.

1.4 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 from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

2.1 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) (<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 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 Submission of Bids

Bids must be submitted only to Parks Canada Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Bids transmitted by mail and facsimile will be accepted. Bid fax number: 1-877-558-2349.

2.3 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 awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

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 FPSs in receipt of a pension, as applicable:

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

By providing this information, 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](#).

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.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) business 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

2.5 Applicable Laws

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

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

3.1 Bid Preparation Instructions

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

Section I: Financial Offer (1 hard copy)

Section II: Certifications (1 hard copy)

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 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: Financial Bid

Bidders must submit their financial bid in accordance with the **Annex "B" - Basis of Payment**. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.

Section II: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

4.1.1 Financial Evaluation

SACC Manual Clause A0220T (2007-05-25), Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

SACC Manual Clause A0069T (2007-05-25), Basis of Selection

A bid must comply with all requirements of the bid solicitation 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 associated information 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 in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, 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 and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

5.1 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 inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

5.1.1 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.

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of **SECRET**, with approved Document Safeguarding at the level of **SECRET**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of **SECRET**, granted or approved by the CISD, PWGSC.
3. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce or store any sensitive CLASSIFIED information until CISD/PWGSC has issued written approval. After approval has been granted, these tasks may be performed at the level of **SECRET**.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. 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).

6.2 Statement of Work

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

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010C](#) (2014-09-25), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

For the upgrade of the systems:

All work required to upgrade the intrusion alarm panels and the fire alarm panels shall be completed within thirty (30) days of contract award.

For the Monitoring and as required services:

“Monitoring and As Required Services” of the panels for all of the sites included in the scope of this contract shall begin immediately upon completion of the upgrades and shall end one year later.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three 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 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.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Annie Roy
Contract, Procurement and Materiel Management Officer
Parks Canada Agency
Contracting Operations
111 Water Street E.
Cornwall ON K6H 6S3

Telephone : 613-938-5752
Facsimile: 1-866-246-6893
annie.roy@pc.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.

6.5.2 Project Authority

The Project Authority for the Contract is: ***** TO BE FILLED OUT ON CONTRACT 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.

6.5.3 Contractor's Representative

**** CONTRACTOR TO FILL IN & SEND WITH BID ****

Name: _____
Title: _____
Organisation: _____
Address: _____

Telephone : ____ ____ ____

Facsimile: ____ ____ ____

Email address: _____

Procurement Business Number (PBN) : _____

Instruction on how to obtain a Procurement Business Number (PBN)

Canadian Bidders are required to have a Procurement Business Number (PBN) before Contract award. Bidders may register for a PBN in the Supplier Registration Information service on line at the Business Access Canada Website at: <https://buyandsell.gc.ca>. For non- Internet registration, Bidders may contact the Business Access Canada InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

6.6 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.

6.7 Payment

6.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in "Annex B" for a cost of \$ _____ (*amount will be inserted at contract award*). Customs duties are excluded and Applicable Taxes are extra.

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

6.7.2 Limitation of Price

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

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

6.7.3 Terms of Payment

6.7.3.1 Terms of Payment – Single Payment

For the upgrade of the systems:

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

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.7.3.2 Terms of Payment – Monthly Payment

For the Monitoring and as required services:

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

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

6.8 Invoicing Instructions

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.

The original must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.9 Certifications

6.9.1 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.

6.10 Applicable Laws

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

6.11 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 2010C(2014-09-25) Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____ (*to be inserted at contract award*).

6.12 Insurance

SACC Manual clause G1005C (2008-05-12) Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

6.13 Electrical Equipment

SACC Manual clause B1501C (2006-06-16) Electrical Equipment

All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the [Canadian Electrical Code](#), Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

ANNEX "A"

STATEMENT OF WORK

Upgrade and Monitoring of Security Systems & Fire Panels

Dated: January 16, 2015

1.0 INTRODUCTION/OVERVIEW

Fortress of Louisbourg National Historic Site of Canada (FOL), Alexander Graham Bell NHSC (AGB) and St. Peters Canal (SPC) operating within the Cape Breton Field Unit of Parks Canada require the services of a professional security integration company to upgrade, if and where required, the intrusion alarm panels and fire alarm panels at these sites, making it possible to monitor them at a remote site, as well as to provide the remote monitoring service. As part of this monitoring service for the Security alarms, it must be possible to administer the system remotely, including access control, as well as provide future repairs, modification, and preventive maintenance for existing security equipment.

The contractor shall provide all labour, materials, parts, supplies, equipment, tools, transportation, and administrative support to ensure the requirements of this statement of work are carried out efficiently and effectively and in compliance with any applicable codes that are mandatory in the industry.

1.1 BACKGROUND

The Cape Breton Field Unit consists of five national historic sites and a national park which have a mandate to present and protect nationally significant examples of Canada's natural and cultural heritage. In our role as guardians of these national historic sites and park, we are responsible for the protection of assets.

In the past, each site was responsible for ensuring the security of the assets and information under its control and a number of individual security systems were put in place. As the sites were brought under the umbrella of the Cape Breton Field Unit, an integrated approach to security was envisioned. The electronic security systems were enhanced and tied together as much as possible with the existing technology.

Several challenges have arisen in the past few years which have made the present system unreliable and burdensome. It has become necessary to consider third party monitoring of the security systems and fire alarm systems to ensure complete and uninterrupted monitoring of these systems. The end result will be an efficient security and fire monitoring system that will be reliable and code compliant.

All fire panels in the buildings of the Fortress of Louisbourg NHSC are currently monitored from a central location on the site. The fire panels at Alexander Graham Bell NHSC, Marconi NHSC and Grassy Island NHSC, administered by AGB, are currently monitored by a third party monitoring station, but are to be included in the scope of this contract.

1.2 SCOPE

Under this contract, all of the security systems and the fire panels at FOL, AGB, St. Peters Canal, Marconi NHSC and Grassy Island NHSC shall be upgraded, where required, to allow for the immediate and complete remote monitoring of the systems and administration of the security systems. The contractor shall provide a ULC certified monitoring station required to monitor these systems 24 hours a day, seven days a week and provide the appropriate immediate response to alarms that are received. The contract shall include any software and equipment, and the provision of a secure dedicated network domain, if necessary.

The scope of this contract shall include maintenance of the Security alarm systems with maximum 48 hour response time to service calls for repairs, modifications, and administration of the security system.

There are several closed circuit video surveillance cameras at FOL, AGB, and SPC which are not included within the scope of this contract.

The scope of this contract does not include maintenance or inspection of the fire alarm panels. It does include maintenance of the communications between the panel and the monitoring station. If the communication between the station and any of the fire panels is severed, immediate response for repair to the communication devices (main and auxiliary) is required.

Any requirements for telephone lines or access to telephone infrastructure is outside the scope of this contract. This involves another government agency and must be discussed with a Parks Canada representative before proceeding with any work.

1.3 OBJECTIVES

The main objective of this contract is to establish and maintain remote monitoring and administration of the security systems and fire panels of FOL, AGB, Marconi, and SPC by a contractor. To meet this main objective, some minor improvements are anticipated for the existing systems which will make it possible to establish reliable and consistent communication between the security and fire panels and the UL certified third party monitoring station.

There are two buildings at SPC with intrusion alarm panels, three buildings at AGB with intrusion alarm panels, one including a fire panel, one building at Marconi with intrusion and fire panel, one building at Grassy Island with a fire panel, and fourteen buildings at FOL– eight with intrusion and fire panels and six with only intrusion alarms. The site firehall at FOL currently has a fire panel that receives alarm signals from all fire panels. This is the central location where all

security alarms from all sites named above are received and a response is determined for all security and fire alarms received.

To meet the objective of this contract, the contractor, if deemed necessary, shall provide a secure dedicated computer network domain to communicate with the systems covered under the scope of this contract. All software and hardware required for the technical support of the security network hardware, such as modems, routers, cables, switches, etc., and upgrades to this software and equipment, shall be the responsibility of the contractor.

The administration of the security system covered under this contract shall include on demand reports such as opening/closing reports or other events histories that are the norm within the industry. It shall also include remotely maintaining access control to buildings and changing it as and when required.

The goal of this contract is Parks Canada will not be involved in the daily monitoring and maintenance of the intrusion alarm systems and fire panel monitoring.

2.0 **REQUIREMENTS**

2.1 **TASKS**

St. Peters Canal (SPC), St. Peters, Nova Scotia - Currently, the main building is protected by an NX8 alarm panel with 8 input points being protected. This includes basic protection of the doors along with interior motion detectors. The bridge building is protected by an NX6 alarm panel with the 2 doors protected with a contact as well as an interior motion detector. Both of these alarm panels are monitored by the FOL firehall. These panels are different than the majority of the alarm panels under the scope of this contract. It is anticipated that these may have to be upgraded to allow for monitoring of the system but this would be determined by the contractor and the upgrade is included in the scope of this contract.

Alexander Graham Bell NHSC (AGB), Baddeck, Nova Scotia – There are three buildings that are protected by DSC alarm panels. The Museum has a DSC 1864 control panel with contacts on each of the perimeter doors and motion detectors at or near each door. In addition to this there are 4 interior rooms that have door contacts. The maintenance building has a system consisting of 2 motion detectors and 2 door contacts. The residence building alarm consists of door contacts on the main entry, back and side doors. As well there are 2 motion detectors on the main floor and one in the basement.

The panels are monitored by the FOL firehall. A fire alarm panel in the main museum is currently being monitored by a third party contractor but is included within the scope of this contract.

Fortress of Louisbourg NHSC (FOL), Louisbourg, Nova Scotia– There are thirteen buildings that are protected by DSC alarm panels and one building protected by a DMP alarm panel. These panels are monitored by the FOL firehall. There are fourteen fire panels within the FOL site which are monitored by the FOL firehall main fire panel. The contractor shall be

responsible to make modifications to the fire panel such as installing ULC rated communicators to allow for third party monitoring of the system.

Administration Building This alarm panel is a DSC 1864 with 15 points of protection. All of the exterior doors have contacts except for the main entry. This entry is protected by a motion above the keypad. This building also has a fire panel in the vestibule.

Stores The main floor of stores is protected by door contacts on most doors and motion detectors.

Garage All doors plus some interior motions protect this building with the exception of the end Bus bay which is left unarmed for after-hours access.

Archaeology The alarm control panel is located in the furnace room.

Compound Fire Hall DSC panel monitors 2 doors, one motion and a low temperature sensor.

Bigot This system is comprised of 7 wireless devices monitoring display cases and 8 points of protection for the building itself.

De La Perelle There are 3 points of protection in this system. The control panel is tamper protected, and 2 displays are protected by motion detectors.

Engineers Building There are contacts on the 3 doors of this building and 5 motion detectors.

Lartique There are 3 door contacts and 3 motion detectors on this system.

Restaurant There are 4 doors protected on this system and 8 motion detectors.

De le Plagne The alarm system there protects displays.

Kings Bastion-Governors Wing In this building, there are a number of displays that are protected with motion detectors at the floor level, to alert if someone jumps over the barrier. This DSC alarm system is divided into 3 partitions or areas of protection.

Museum Basement This system consists of a single door contact and 3 water sensors.

Visitor Reception Centre This building is protected by a DMP XT50 security panel. The doors are protected by interior motion detectors as opposed to door contacts.

Marconi NHSC, Glace Bay, Nova Scotia – Currently, a fire panel and intrusion alarm are monitored by a third party contractor but they are included in the scope of this contract.

Grassy Island NHSC, Canso, Nova Scotia - Currently, a fire panel is monitored by a third party contractor but it is included in the scope of this contract.

All installations must be carried out by an industry certified installer and must meet or exceed codes set by the Fire Marshall for Nova Scotia.

2.1.1 The contractor shall make all the necessary modifications to the alarm system to have it set up for remote third party monitoring and shall be responsible for the supply, installation and programming of all equipment necessary to make these modifications.

2.1.2 The contractor shall monitor the alarm system in a ULC certified monitoring station. All alarms shall be reported to authorities as per industry standards and to Parks Canada, using the reporting hierarchy provided by Parks Canada. The alarm reports shall name the specific building sending the alarm so response can be timely. The reporting hierarchy should be reviewed annually by the contractor in consultation with Parks Canada and any changes shall be recorded for use by the monitoring station.

2.1.3 The contractor shall be responsible for the administration of the security system, including but not limited to managing the access control by adding and deleting access codes. Reports shall be provided by the contractor to Parks Canada, upon request from a designated Parks Canada administrator.

2.1.4 The contractor shall be responsible for the repair services of the alarm system, installing replacement parts, upgrading software and hardware, ensuring network security updates, and all other services deemed necessary to keep the alarm systems fully operational and free from deficiencies. The contractor shall consult with the Parks Canada representative to authorize any expenditures, before incurring any costs against the crown. All parts installed in alarm panels in buildings owned by Parks Canada become the property of the crown.

If the contractor determines that an additional phone line is required to monitor these panels, the Parks Canada representative shall be informed and Parks Canada shall be responsible to have the phone line installed.

2.2 DELIVERABLES

The contractor shall ensure that each panel covered by the scope of this contract is able to communicate with a remote monitoring station according to current ULC or governing body standards (CAN/ULC-S561).

The contractor shall maintain a ULC certified monitoring station capable of providing 24 hour, 7 day a week monitoring of alarm panels and fire panels for the period of time covered by this contract.

The alarm monitoring system shall be maintained in a secure and reliable condition at all times for the length of this contract.

The contractor shall ensure that the installation of any equipment will be carried out by a company that is ULC listed for installation to ULC S561 standards for fire panel monitoring.

ANNEX "B"

BASIS OF PAYMENT

PROJECT: Upgrade and Monitoring of Security Systems & Fire Panels

Bidders must provide pricing in the format specified in this Annex B – Basis of Payment. Failure to provide prices in the format specified will render the quotation non-responsive.

The Bidder must submit all inclusive prices, NOT including GST / HST.

The Contractor will quote a fixed price for the upgrade and monitoring of the systems.

NOTE:

* Number of hours for emergency calls are estimated and these hours are NOT guaranteed. Estimated number provided for bid evaluation purposes only.

**Parts and materials are estimated to be \$500.00/year cost plus mark up. Receipts must accompany invoices. Estimated number provided for bid evaluation purposes only.

TABLE A – SYSTEMS' UPGRADE

PART 1 – To be completed within 30 days of contract award	
UPGRADE of Security alarm panels and Fire alarm Panels	(Lump sum price) \$
Total for SYSTEMS' UPGRADE (PART 1)	\$

NAME OF BIDDING COMPANY / BIDDER : _____

TABLE B – MONITORING & AS REQUIRED SERVICES

YEAR 1 – Monitoring (May 1, 2015 to April 30, 2016)				
<u>SECURITY SYSTEM MONITORING</u>		<u># of Months</u> (a)	<u>MONTHLY PRICE</u> (b)	<u>EXTENDED PRICE</u> (a x b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____	\$ _____
<u>FIRE PANELS MONITORING</u>		<u># of Months</u> (a)	<u>MONTHLY PRICE</u> (b)	<u>EXTENDED PRICE</u> (a x b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____	\$ _____
<u>*HOURLY RATE for extra work (such as emergency or service calls) NOT part of the Monitoring Services and Production of Reports</u>				<u>Estimated Hours x Hourly Rate</u>
HOURLY RATE	Estimated Hours	Hourly Rate	Total	
AT REGULAR RATE	10	\$	\$	
AT OVERTIME RATE	5	\$	\$	
PRODUCTION OF REPORTS	6	\$	\$	
**Estimated Parts and Material	Estimate Per year \$500.00	Mark Up _____ %	(Estimate/ year + Mark Up amount) \$	
Total for YEAR 1				\$

NAME OF BIDDING COMPANY / BIDDER : _____

TABLE C – MONITORING & AS REQUIRED SERVICES

OPTION YEAR 1 – Monitoring (May 1, 2016 to April 30, 2017)				
<u>SECURITY SYSTEM MONITORING</u>		<u># of Months</u>	<u>MONTHLY PRICE</u>	<u>EXTENDED PRICE</u>
		(a)	(b)	(a x b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____	\$ _____
<u>FIRE PANELS MONITORING</u>		<u># of Months</u>	<u>MONTHLY PRICE</u>	<u>EXTENDED PRICE</u>
		(a)	(b)	(a x b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____	\$ _____
*HOURLY RATE for extra work (such as emergency or service calls) NOT part of the Monitoring Services and Production of Reports				<u>Estimated Hours x Hourly Rate</u>
HOURLY RATE	Estimated Hours	Hourly Rate		Total
AT REGULAR RATE	10	\$ _____		\$ _____
AT OVERTIME RATE	5	\$ _____		\$ _____
PRODUCTION OF REPORTS	6	\$ _____		\$ _____
**Estimated Parts and Material	Estimate Per year \$500.00	Mark Up _____ %	Estimate/ year + Mark Up amount) \$ _____	
Total for OPTION YEAR 1				\$ _____

NAME OF BIDDING COMPANY / BIDDER : _____

TABLE D – MONITORING & AS REQUIRED SERVICES

OPTION YEAR 2 – Monitoring (May 1, 2017 to April 30, 2018)			
<u>SECURITY SYSTEM MONITORING</u>		<u># of Months</u>	<u>MONTHLY PRICE</u>
		(a)	(b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____
<u>FIRE PANELS MONITORING</u>		<u># of Months</u>	<u>MONTHLY PRICE</u>
		(a)	(b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____
*HOURLY RATE for extra work (such as emergency or service calls) NOT part of the Monitoring Services and Production of Reports			<u>Estimated Hours x Hourly Rate</u>
HOURLY RATE	Estimated Hours	Hourly Rate	Total
AT REGULAR RATE	10	\$ _____	\$ _____
AT OVERTIME RATE	5	\$ _____	\$ _____
PRODUCTION OF REPORTS	6	\$ _____	\$ _____
**Estimated Parts and Material	Estimate Per year \$500.00	Mark Up _____ %	Estimate/ year + Mark Up amount) \$ _____
Total for OPTION YEAR 2			\$ _____

NAME OF BIDDING COMPANY / BIDDER : _____

TABLE E – MONITORING & AS REQUIRED SERVICES

OPTION YEAR 3 – Monitoring (May 1, 2018 to April 30, 2019)				
<u>SECURITY SYSTEM MONITORING</u>		<u># of Months</u> (a)	<u>MONTHLY PRICE</u> (b)	<u>EXTENDED PRICE</u> (a x b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____	\$ _____
<u>FIRE PANELS MONITORING</u>		<u># of Months</u> (a)	<u>MONTHLY PRICE</u> (b)	<u>EXTENDED PRICE</u> (a x b)
ST. PETERS CANAL (St.Peters, NS)		12	\$ _____	\$ _____
ALEXANDER GRAHAM BELL NHS (Baddeck, NS)		12	\$ _____	\$ _____
FORTRESS OF LOUISBOURG NHS (Louisbourg, NS)		12	\$ _____	\$ _____
MARCONI NHS (Glace Bay, NS)		12	\$ _____	\$ _____
GRASSY ISLAND NHS (Canso, NS)		12	\$ _____	\$ _____
<u>*HOURLY RATE for extra work (such as emergency or service calls) NOT part of the Monitoring Services and Production of Reports</u>				<u>Estimated Hours x Hourly Rate</u>
HOURLY RATE	Estimated Hours	Hourly Rate		Total
AT REGULAR RATE	10	\$ _____		\$ _____
AT OVERTIME RATE	5	\$ _____		\$ _____
PRODUCTION OF REPORTS	6	\$ _____		\$ _____
**Estimated Parts and Material	Estimate Per year \$500.00	Mark Up _____ %		Estimate/ year + Mark Up amount) \$ _____
Total for OPTION YEAR 3				\$ _____

NAME OF BIDDING COMPANY / BIDDER : _____

Pricing Summary Table

SYSTEMS' UPGRADE

Part 1 of contract - **TABLE A** : \$ _____.

MONITORING & AS REQUIRED SERVICES

INITIAL CONTRACT YEAR 1 – 2015/16 – **TABLE B** : \$ _____.

OPTION YEAR 1 – 2016/17 – **TABLE C** : \$ _____.

OPTION YEAR 2 – 2017/18 – **TABLE D** : \$ _____.

OPTION YEAR 3 – 2018/19 – **TABLE E** : \$ _____.

<u>Grand total of Tables A, B, C, D and E</u>	
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(Part 1 of contract + Year one + option years 1, 2 & 3) GST/HST excluded

	\$ _____
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NAME OF BIDDING COMPANY / BIDDER : _____

ANNEX "C"
SECURITY REQUIREMENTS CHECK LIST

RECEIVED
JAN 23 2015



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat 10141453 (Solicitation #)
Security Classification / Classification de sécurité

**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 <i>Parks Canada</i>	2. Branch or Directorate / Direction générale ou Direction <i>Cape Breton Field Unit</i>	
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 <i>Upgrade security panels as required to be monitored by the contractor. Upgrade fire panels for monitoring by contractor. Monitor panels for leak.</i>		
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 <i>S.S.</i>		
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 <i>S.S.</i>		
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"/>	
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"/>	Restricted to: / Limité à: <input type="checkbox"/>	
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 checked="" 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 360-103(2004/12)

Security Classification / Classification de sécurité

Canada



Contract Number / Numéro du contrat 10141453 (Solicitation #)
Security Classification / Classification de sécurité

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 (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

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

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" 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

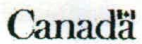
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
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Contract Number / Numéro du contrat
10141453 (Solicitation #)
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	CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTRICTÉE	NATO CONFIDENTIEL		COSMIC TRÈS SECRET	A	B	C	CONFIDENTIEL		TRÈS SECRET
Information / Assets Renseignements / Biens Production					<input checked="" type="checkbox"/>											
IT Media / Support TI					<input checked="" type="checkbox"/>											
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).