

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Réception des soumissions - TPSGC / Bid
Receiving - PWGSC
1550, Avenue d'Estimauville
1550, D'Estimauville Avenue
Québec
Québec
G1J 0C7

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet CYBER SECURITY OF AUTOMOTIVE SYSTEM	
Solicitation No. - N° de l'invitation W7701-166085/A	Date 2015-10-05
Client Reference No. - N° de référence du client W7701-166085	
GETS Reference No. - N° de référence de SEAG PW-\$QCL-018-16558	
File No. - N° de dossier QCL-5-38131 (018)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-10-27	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Piras, Gabriel	Buyer Id - Id de l'acheteur qcl018
Telephone No. - N° de téléphone (418) 649-2870 ()	FAX No. - N° de FAX (418) 648-2209
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: RDDC-R ET DEFENSE CANADA-VALCARTIER DRDC-DEFENCE R & D CANADA-VALCARTIE BATISSE 53 2459 ROUTE DE LA BRAVOURE QUEBEC Québec G3J1X5 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

TPSGC/PWGSC
601-1550, Avenue d'Estimauville
Québec
Québec
G1J 0C7

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

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Buyer ID - Id de l'acheteur

qcl018

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TITLE : CYBER SECURITY OF AUTOMOTIVE SYSTEMS

PART 1 - GENERAL INFORMATION

1. Introduction

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

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

The Annexes include :

Annex A	Statement of Work
Annex B	Basis of Payment
Annex C	Non-disclosure Agreement
Annex D	Contractor Disclosure of Foreground Information
Annex E	Security Requirements Check List
Annex F	DND 626, Task Authorization Form
Annex G	Request for Visit Form

2. Summary

2.1 Objective

Automotive vehicles like cars and trucks are pervasively computerized. A car produced in 2014 may include up to 100 computers (Electronic Control Units or ECUs) that run 60 million of line of codes and manage 145 actuators and 75 sensors. These ECUs exchange up to 25 gigabytes of data every hour on the vehicle internal communication bus, usually the Controller Area Network (CAN) bus. Also, au-tomotive vehicles are more interconnected than ever, with many wired and wireless communication interfaces with elements outside the vehicle. In the last three years, the hacking community has demonstrated many times the possibility to compromise the cyber security of cars. Cyber-attacks on information technologies like personal computers and servers usually result mostly in immaterial damages like the loss, the alteration or the theft of information or money, and the disruption of operation. In the case of vehicular systems, cyber-attacks are a

more important concern since the safety of their users or the other users on the road might be at stake.

There is a need to study the security of automotive vehicles, including understanding their vulnerabilities and assessing the potential mitigation measures. The first need, understanding the problem, requires appropriate tools and methodologies. The second need, studying mitigation measures, implies testing existing technologies and studying upcoming regulations and guidelines.

This work will exploit and extend software developed by DRDC Valcartier. This software, CANpy, exploit an open source software called SocketCAN (see AD1 below for more information). CANpy is developed in Python language and works on Linux. CANpy provides the following functionalities: data logging, interacting with the bus (sending CAN 2.0A and 2.0B messages, reacting to a message), ECU discovering, and visualizing message (basic). CAN messages can be filtered and multiple CAN sockets can be opened at the same time. Protocols ISO 14229, ISO-TP/ISO-15765, J1939 message format and J1939 Broad Announce Message and Connection Module are supported. CANpy uses USB2CAN devices for connecting to the CAN bus and can run on BeagleBone devices.

This statement of work describes the work required for conducting such study.

The Work includes a firm portion and a portion to be performed on an "as and when requested basis" using a Task Authorization (TA).

Firm portion of the Work – Conduct an assessment of the cyber security of automotive vehicles :
The Contractor must conduct an assessment of the cyber security of automotive vehicles with a focus on the intra vehicular communications elements. The firm portion of the Work is divided as follows :

- Characterize an automotive vehicle
- Find vulnerabilities and security measures (Option 1 of 2)
- Develop and demonstrate exploits (Option 2 of 2)

Portion of the Work to be performed on an "as and when requested basis" using a Task Authorization

Task 1 – Characterize an automotive vehicle

Task 2 – Find vulnerabilities and security measures

Task 3 – Develop and demonstrate exploits

Task 4 – Conduct Synthesis

Task 5 – Identify potential mitigation measures that could prevent the exploit of vulnerabilities on the vehicle

Task 6 – Test mitigation measures

Task 7 – Develop testbed of some vehicular functions for lab study

Task 8 – Develop testing procedures and conduct field trials

Task 9 – Assess vehicle security standards and protocols

Task 10 – Develop cyber security standard testing procedures

2.2 Additional Information :

The organization for which the services are to be rendered is Defence Research and Development Canada - Valcartier (DRDC - Valcartier).

The period of the Contract is from date of Contract to March 31st, 2019, inclusive.
For the firm portion of the Work :

- All the deliverables for the work described at Section 5.1.1 of the Statement of Work must be received on or before March 31, 2016.
- All the deliverables for the optional work described at Sections 5.1.2 and 5.1.3 of the Statement of Work must be received no later than 3 months after exercise of each option.

The work is divided into two portions, a firm portion and a portion to be performed on an "as and when requested basis" using a Task Authorization (TA).

The estimated amount of available funding for the firm portion of the Work is \$205,000.00, Applicable Taxes extra. The estimated amount of available funding for the portion of the Work to be performed on an "as and when requested basis" using a TA is \$620,000.00, Applicable Taxes extra.

The Contract includes no obligation for Canada to have the TA portion of the Work performed.

A contract with Task Authorizations (TAs) is a method of supply for services under which all of the work or a portion of the work will be performed on an "as and when requested basis". Under contracts with TAs, the work to be carried out can be defined but the exact nature and timeframes of the required services, activities and deliverables will only be known as and when the service(s) will be required during the period of the contract. A TA is a structured administrative tool enabling the Crown to authorize work by a contractor on an "as and when requested" basis in accordance with the conditions of the contract. TAs are not individual contracts.

Defence Research and Development Canada - Valcartier has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada.

Work must be executed at Defence Research and Development Canada – Valcartier Research Centre (2459, de la Bravoure Rd., Québec, QC, G3J 1X5, CANADA). The reason is that the automotive vehicle(s) to be studied is located in DRDC and is required for conducting most of the work. The vehicle must stay in DRDC because of the conditions of the loan to DRDC and the need for DRDC employees to access the vehicle from time to time. Tasks involving document reading, report writing, data analysis or vulnerability assessment on individual ECUs out of the vehicle context, for which the vehicle is not required and no controlled goods are involved can be performed at Contractor's location of preference.

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.

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.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

The requirement is limited to Canadian goods and/or services.

This procurement is subject to the Controlled Goods Program.

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File No. – N° du dossier
QCL-5-38131

Buyer ID – id de l'acheteur
qcl 018

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

The 2003 (2015-07-03) 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 twenty(120) days

1.1 SACC Manual Clauses

A7035T(2007-05-25), List of Proposed Subcontractors

2. Submission of Bids

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

**Bid Receiving - PWGSC
1550, D'Estimauville Avenue
Quebec, Quebec
G1J 0C7**

Due to the nature of the bid solicitation, bids transmitted by facsimile or email 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 awarded to FPS, 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:

- (i) an individual;
- (ii) an individual who has incorporated;
- (iii) a partnership made of former public servants; or
- (iv) 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:

- (i) name of former public servant;
- (ii) 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:

- (i) name of former public servant;

-
- (ii) conditions of the lump sum payment incentive;
 - (iii) date of termination of employment;
 - (iv) amount of lump sum payment;
 - (v) rate of pay on which lump sum payment is based;
 - (vi) period of lump sum payment including start date, end date and number of weeks;
 - (vii) 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. Communications - Solicitation Period

All enquiries must be submitted in writing to the Contracting Authority, preferably via email at gabriel.piras@tpsgc-pwgsc.gc.ca, **no later than five (5) calendar days before the bid closing date**. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a "proprietary" nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the 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.

5. Applicable Laws

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

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

6. Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least seven calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

7. Basis for Canada's Ownership of Intellectual Property

Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada on the following grounds:

The Treasury Board, granted Defence Research and Development Canada exemption from the Treasury Board Policy on "Title to Intellectual Property Arising Under Crown Procurement Contracts"

8. Maximum Funding

The maximum funding available for the Contract resulting from the bid solicitation is 205,000.00 CAD (Applicable Taxes extra), for the firm portion of the Work (Section 5.1 of the Statement of Work in Annex A).

The maximum funding available is divided as follows :

- For the Work described in article "5.1.1 – Characterize an automotive vehicle" of the Statement of Work in Annex A : 50,000.00 CAD (Funded);
- For the Work described in article "5.1.2 – Find vulnerabilities and security measures (Option 1 of 2)" of the Statement of Work in Annex A : 80,000.00 CAD (Not funded);
- For the Work described in article "5.1.3 – Develop and demonstrate exploits (Option 2 of 2)" of the Statement of Work in Annex A : 75,000.00 CAD (Not funded);

Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

- Section I: Technical Bid (5 hard copies)
- Section II: Financial Bid (2 hard copies)
- Section III: Certifications (1 hard copy)
- Section IV : Additional Information (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; and
- (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 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, print double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

1.1 Section I : Technical Bid

- (a) 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 clearly address 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.

- (b) The technical bid consists of the following:
 - (i) **All the information required to demonstrate its conformity with the Mandatory and Point Rated Technical Criteria** described in Sections 1.1.2 and 1.1.3, Part 4, of this document.

1.2 Section II : Financial Bid

Bidders must submit their financial bid in accordance with the following :

(a) For the firm portion of the Work (Section 5.1 of the Statement of Work in Annex A) :

A Total Cost to a Limitation of Expenditure, which must not exceed the maximum funding specified in Part 2. The total amount of Applicable Taxes is to be shown separately. The information must be provided in accordance with the **Financial Bid Presentation Sheet at Attachment 3.**

(b) For the portion of the Work to be performed on an "as and when requested basis" using a Task Authorization (Section 5.2 of the Statement of Work in Annex A) :

A firm all-inclusive hourly rate for each resource proposed, for each year of the contract period.

The information must be provided in accordance with the **Financial Bid Presentation Sheet in Attachment 3.**

(c) Prices must be in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

1.2.1 Exchange Rate Fluctuation

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

1.3 Section III : Certifications

Bidders must submit the certifications required under Part 5.

1.4 Section IV : Additional Information

1.4.1 Bidder's Proposed Site or Premises Requiring Safeguard Measures

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

Address:
Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

1.4.2 Additional Information

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

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.

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Canada requests that bidders provide the following information :

Administrative representative :

Name :
Telephone :
Facsimile :
Email :

Technical representative :

Name :
Telephone :
Facsimile :
Email :

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.

1.1 Technical Evaluation

1.1.1 Bidder Experience

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder's affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

1.1.2 Mandatory Technical Criteria

Refer to Attachment 2, Mandatory and Point Rated Technical Criteria.

1.1.3 Point Rated Technical Criteria

Refer to Attachment 2, Mandatory and Point Rated Technical Criteria.

1.1.4 Supporting Information

In the event that the Bidder fails to submit any supporting information pursuant to Section 1.1.2 above, the Contracting Authority may request it thereafter in writing, including after the closing date of the bid solicitation. It is mandatory that the Bidder provide the supporting information within three (3) business days of the written request or within such period as specified or agreed to by the Contracting Authority in the written notice to the Bidder.

1.2 Financial Evaluation

1.2.1 Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

For evaluation purposes only, the price of the bid will be determined as detailed in Attachment 1, Evaluation of Price.

2. Basis of Selection

2.1 Basis of Selection - Highest Combined Rating of Technical Merit (50%) and Price (50%)

1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory criteria; and
 - (c) obtain the required minimum points for each criterion and each group of criteria with a pass mark; and
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 50% for the technical merit and 50% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 50%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 50%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 50/50 ratio of technical merit and price, respectively. The total available points equal 135, the lowest evaluated price is 714,015.03 \$.

Basis of Selection - Highest Combined Rating Technical Merit (50%) and Price (50%)

	Bidder		
	Bidder 1	Bidder 2	Bidder 3
Overall Technical Score	105/135	100/135	110/135
Evaluated Price	714,015.03 \$	873,453.59 \$	887,531.38 \$
	Calculations		
Technical Merit Score	$105/135 \times 50 = 38.9$	$100/135 \times 50 = 37$	$110/135 \times 50 = 40.7$
Pricing Score	$\frac{714,015.03}{714,015.03 \times 50} = 50.0$	$\frac{714,015.03}{873,453.59 \times 50} = 40.9$	$\frac{714,015.03}{887,531.38 \times 50} = 40.2$
Combined Rating	88.9	77.9	80.9
Overall Rating	1st	3rd	2nd

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 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.

1. 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_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.

2. Additional Certifications Required 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.

2.1 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

() the service(s) offered is (are) a Canadian service as defined in paragraph 2 of clause A3050T.

2.1.1. SACC Manual clause [A3050T](#) (2014-11-27), Canadian Content Definition.

2.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, by submitting a bid, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

2.3 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

2.4 Language Capability

The Bidder certifies that it has the language capability required to perform the Work, as stipulated in the Statement of Work.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites. This information must be submitted with the bid.
 - (d) the Bidder's proposed location of work performance or document safeguarding must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
 - (e) the Bidder must provide the address(es) of proposed location(s) of work performance or document safeguarding.
2. 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. Financial Capability

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

3. Controlled Goods Requirement

SACC Manual clause A9130T (2014-11-27), Controlled Goods Program

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 and the Contractor's technical bid entitled _____ (to be completed at Contract award), dated _____ (to be completed at Contract award).

1.1 Optional Services

The Contractor grants to Canada the irrevocable option to acquire the services described in articles "5.1.2 – Find vulnerabilities and security measures (Option 1 of 2)" and "5.1.3 – Develop and demonstrate exploits (Option 2 of 2)" at Annex A of the Contract, under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option described in article "5.1.2 – Find vulnerabilities and security measures (Option 1 of 2)" at any time before December 31st, 2016, by sending a written notice to the Contractor.

The Contracting Authority may exercise the option described in article "5.1.3 – Develop and demonstrate exploits (Option 2 of 2)" at any time before December 31st, 2016, by sending a written notice to the Contractor.

1.2 Task Authorization

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

1.2.1 Task Authorization Process

1.2.1.1 Description of Task Authorization (TA) tasks

Canada will provide the Contractor with a description of tasks.

The description of TA tasks will include information on 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. It will also include the applicable bases and methods of payment as specified in the Contract.

More specifically, the description of TA tasks will include the following information:

- (a) the task number;
- (b) a detailed Statement of Work (SOW) for the task, outlining the activities to be performed and the deliverables (such as reports) to be submitted;
- (c) the required start and completion dates (if any);

- (d) a schedule of milestone completion dates for major work activities, deliverables and payments;
- (e) whether the work performance will require on-site activities at a given location;
- (f) the work site;
- (g) the level of security clearance required of the Contractor's personnel;

Where applicable, the description of TA tasks must also include the following:

- (a) a description of any travel requirements including the content and format of any required travel report;
- (b) the language profile required of the Contractor's personnel;
- (c) categories of key resources;
- (d) any other constraints that might affect task completion.

1.2.1.2 Contractor's TA proposal

Within **ten (10) business days** of receipt of the description of TA tasks, the Contractor must provide Canada with the proposed total estimated cost for performing the tasks and a breakdown of that cost, established in accordance with Annex B – Basis of Payment of the resulting Contract. The Contractor must submit a quote, identifying its proposed resources and detailing the cost and time to complete the task(s).

The proposal will be valid for **at least twenty (20) business days** from the date on which the offer was received. The Contractor will not be paid for preparing or submitting the quote or for providing other information required to prepare and issue the TA. The Contractor must provide all information requested and related to preparation of the TA, within five business days of the request by Canada.

When directed by Canada, the Contractor must also provide a technical proposal including, if applicable, the following:

- (a) a description of the understanding of the objectives and the scope of work;
- (b) a description of the approach and methodology that will be used to perform the work;
- (c) a description of the expected deliverables;
- (d) an estimate of the expected degree of success;
- (e) proposed deviations from the requirements;
- (f) identification of the major risks and a risk mitigation plan;
- (g) a comprehensive work schedule and prioritization of activities to be performed.

1.2.1.3 Approval of the Task Authorization

The Contractor must not begin the work until the approved TA has been received by Canada. The Contractor acknowledges that any work performed before the TA has been received will be done at the Contractor's own risk.

The work will be approved or confirmed by Canada through a Task Authorization Form – DND 626 in Annex F.

1.2.2 Task Authorization Limit

The DND Procurement Authority may authorize individual task authorizations up to a limit of **\$125,000.00**, Applicable Taxes included, inclusive of any revisions.

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

1.2.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

1.2.4 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by **The Procurement and Payment group at Defence Research and Development Canada - Valcartier, represented by the DND Procurement Authority**. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

1.3 Disclosure Certification

On completion of the Work, the Contractor must submit to the Technical Authority and to the Contracting Authority a copy of the Contractor Disclosure of Foreground Information attached as Annex D stating that all applicable disclosures were submitted.

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

2040 (2015-09-03), General Conditions - Research & Development, apply to and form part of the Contract.

2.2 Supplemental General Conditions

The following supplemental general conditions apply to and form part of the Contract:

4002 (2010-08-16), Software Development or Modification Services

2.3 SACC Manual Clauses

K3410C (2015-02-25), Canada to Own Intellectual Property Rights in Foreground Information
K3305C (2008-05-12), License to Intellectual Property Rights in Foreground Information

2.4 Non-disclosure Agreement

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, attached at Annex C, and provide it to the Contracting Authority

before they are given access to information by or on behalf of Canada in connection with the Work.

3. Security Requirement

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

**SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE #: W0125-165100**

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**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. This contract includes access to controlled goods. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada.
3. 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 CISD/PWGSC.
4. The Contractor/Offeror **MUST NOT** remove any **CLASSIFIED** information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
5. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
6. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex E
 - (b) *Industrial Security Manual* (Latest Edition).

3.2 Visit Clearance Requests for Employees

As soon as the Contract is awarded, the supplier will be required to obtain, without delay, visit clearance from ISS for each of its employees assigned to the contract.

Suppliers must submit a request for visit to ISS using the form attached at Annex G.

A minimum lead time of 25 working days is required to obtain a visit clearance from ISS.

Without visit clearance, the supplier's employees will not have access to DRDC-Valcartier facilities, leaving the supplier liable for delays in delivery.

Suppliers can consult the ISS Web site on visit clearances at: <http://iss-ssi.pwgsc-tpsgc.gc.ca/msi-ism/index-eng.html> , chapter 6

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31st, 2020, inclusive.

4.2 Delivery Date

For the firm portion of the Work (Section 5.1 of the Statement of Work in Annex A):

- All the deliverables for the work described at Section 5.1.1 of the Statement of Work must be received on or before March 31, 2016.
- All the deliverables for the optional work described at Sections 5.1.2 and 5.1.3 of the Statement of Work must be received no later than 3 months after exercise of each option.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Gabriel Piras
Public Works and Government Services Canada
601-1550 D'Estimauville
Québec, QC.
G1J 0C7

Telephone: 418-649-2870
Facsimile: 418-649-2209
E-mail address: Gabriel.Piras@tpsgc.pwgsc.gc.ca

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

5.2 Technical Authority (to be completed at Contract award)

The Technical Authority for the Contract is:

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

The Technical 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 Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative (to be completed at Contract award)

Administrative representative :

Name : _____
Telephone : _____
Facsimile : _____
Email : _____

Technical representative :

Name : _____
Telephone : _____
Facsimile : _____
Email : _____

5.4 DND Procurement Authority (to be completed at Contract award)

The DND Procurement Authority for the Contract is:

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

The DND Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The DND Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Task Authorizations. The Contractor may discuss administrative matters identified in Task Authorizations with the DND Procurement Authority however the DND Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

6. Proactive Disclosure of Contracts with Former Public Servants

SACC Manual Clause A3025C (2013-03-21), Proactive Disclosure of Contracts with Former Public Servants

7. Payment

7.1 Basis of Payment

(i) Basis of Payment – Limitation of Expenditure - For the firm portion of the Work :

For the Work described in Section 5.1 of the Statement of Work in Annex A :

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$_____ (**amount to be inserted at contract award**). Customs duties are included and Applicable Taxes are extra.

Canada's total liability to the Contractor under the Contract must not exceed \$_____ (**amount to be inserted at contract award**). Customs duties are included and Applicable Taxes are extra

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

- (ii) **Professional Services provided under a Task Authorization subject to a Firm Price:**
In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid a firm price 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.

- (iii) **Professional Services provided under a Task Authorization subject to a Ceiling Price :**

The Contractor will be reimbursed its costs reasonably and properly incurred in the performance of the Work, plus a profit, as determined in accordance with the Basis of Payment in Annex B, to the ceiling price specified in the approved TA. Customs duties are included and Applicable Taxes are extra.

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the Work and computed in accordance with the Basis of Payment.

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.

Ceiling price: *A ceiling price is the maximum amount of money that may be paid to a contractor. By establishing a ceiling price, the contractor must fulfill all of its contractual obligations relative to the work to which this basis of payment applies without additional payment whether or not the actual costs incurred exceed the ceiling price.*

- (iv) **Professional Services provided under a Task Authorization subject to a Limitation of Expenditure :**

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the

Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's liability to the Contractor under the authorized TA being exceeded before obtaining the written approval of the Contracting Authority.

(v) Travel and Living Expenses :

There will be no travel time or travel and living expenses payable for services rendered within 50 kilometres from Defence Research and Development Canada - Valcartier, located at 2459 Pie-XI Blvd North, Quebec City, Quebec.

For services rendered further than 50 kilometres from Defence Research and Development Canada - Valcartier, the Contractor will be paid its actual travel time in accordance with the hourly rates detailed in Annex B, Basis of Payment.

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

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

7.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$_____ (**amount to be inserted at contract award**). Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the contract expiry date, or
 - (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.3 Method of Payment

7.3.1 Payments will be made not more frequently than once a month.

7.3.2 For the firm portion of the Work (Section 5.1 of the Statement of Work in Annex A) :

7.3.2.1 Progress Payments

- (a) Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once a month, for cost incurred in the performance of the Work, up to 90 percent of the amount claimed and approved by Canada if:
- (i) an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf>), and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) the amount claimed is in accordance with the basis of payment;
 - (iii) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Contract;
 - (iv) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.
- (b) The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of the item if the Work has been accepted by Canada and a final claim for the payment is submitted.
- (c) Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the rights to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

7.3.3 For the portion of the Work to be performed on an "as and when requested basis" using a Task Authorization (Section 5.2 of the Statement of Work in Annex A) :

Depending on the method of payment specified in the applicable TA, one of the following methods of payment clauses will apply.

7.3.3.1 Single Payment (For a Firm Price TA, for a TA subject to a Limitation of Expenditure or a Ceiling Price)

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

-
- (a) an accurate and complete claim for payment using PWGSC-TPSGC 1111, Claim for Progress Payment, 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.

7.3.3.2 Milestone Payments (For a Firm Price TA)

For any task authorization issued under the Contract that includes a schedule of milestone payments to be made once specific portions of the work have been completed and accepted, Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Task Authorization and the payment provisions of the Contract if:

- (a) an accurate and complete claim for milestone payment using PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
- (c) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

7.3.3.3 Progress Payments (For a TA subject to a Limitation of Expenditure or a Ceiling Price)

- (a) Canada will make progress payments in accordance with the payment provisions of the Task Authorization and the Contract, no more than once a month, for costs incurred in the performance of the Work up to 90 percent of the amount claimed and approved by Canada if:
 - (i) an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) the amount claimed is in accordance with the Basis of Payment and the Task Authorization;
 - (iii) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Task Authorization.
 - (iv) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.

- (b) The balance of the amount payable will be paid in accordance with the payment provisions of the Task Authorization and the Contract upon completion and delivery of all work required under the Task Authorization if the Work has been accepted by Canada and a final claim for the payment is submitted.
- (c) Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the right to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

7.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0305C (2008-05-12), Cost Submission

7.5 Discretionary Audit

SACC Manual Clause C0705C (2010-01-11), Discretionary Audit

8. Invoicing Instructions

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111. Form PWGSC-TPSGC 1111 is available at the following Website <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Each claim must show:

- (a) all information required on form PWGSC-TPSGC 1111;
 - (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
 - (c) the Task Authorization (TA) number, as applicable;
 - (d) the description of the milestone invoiced, as applicable.
2. For the firm portion of the Work (Section 5.1 of the Statement of Work in Annex A) and for TAs subject to a Limitation of Expenditure, a Ceiling Price or a Firm Price, each invoice must be supported by :
 - (a) a list of all expenses, in accordance with the TA;
 - (b) a copy of time sheets to support the time claimed;
 - (c) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
 - (d) a copy of the monthly progress report.
 3. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
 4. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Contracting Authority for certification.

ATTN: Mrs Micheline Cauchon-Gravel

Public Works and Government Services Canada
601-1550 D'Estimauville
Québec, QC.
G1J 0C7

The Contracting Authority will then forward the original and two (2) copies of the claim to the Technical Authority for appropriate certification after inspection and acceptance of the Work takes place, and onward submission to the Payment Office for the remaining certification and payment.

5. The Contractor must not submit claims until all work identified in the claim is completed.

9. Certifications

9.1 Compliance

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

9.2 SACC Manual Clauses

A3060C (2008-05-12), Canadian Content Certification

10. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (***The province or territory will be specified at Contract award.***)

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 supplemental general conditions 4002 (2010-08-16), Software Development or Modification Services;
- (c) the general conditions 2040 (2015-09-03), General Conditions - Research & Development;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Non-disclosure Agreement
- (g) Annex D, Contractor Disclosure of Foreground Information;
- (h) Annex E, Security Requirements Check List;
- (i) Annex F, DND 626, Task Authorization Form;
- (j) Annex G, Request for Visit Form;
- (k) the signed Task Authorizations (including all of its annexes, if any);
- (l) the Contractor's bid dated _____ (***date of bid to be inserted at Contract award***)

12. Defence Contract

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

13. Foreign Nationals (Canadian Contractor)

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

14. Insurance

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

15. Controlled Goods Program

SACC Manual clause A9131C (2011-05-16), Controlled Goods Program
SACC Manual clause B4060C (2011-05-16), Controlled Goods

16. Progress Reports

1. The Contractor must submit monthly reports, on the first business day of each month, in electronic format, on the progress of the Work, to both the Technical Authority and the Contracting Authority.

2. The progress report must contain two parts:

(a) PART 1 : The Contractor must answer the following three questions:

- (i) Is the project on schedule?
- (ii) Is the project within budget?
- (iii) Is the project free of any areas of concern in which the assistance or guidance of Canada may be required?

Each negative response must be supported with an explanation.

(b) PART 2 : A narrative report, brief, yet sufficiently detailed to enable both the Technical Authority and the Contracting Authority to evaluate the progress of the Work, containing as a minimum:

- (i) A description of the progress of each task and of the Work as a whole during the period of the report. Sufficient sketches, diagrams, photographs, etc., must be included, if necessary, to describe the progress accomplished.
- (ii) An explanation of any variation from the work plan.
- (iii) A description of trips or conferences connected with the Contract during the period of the report.
- (iv) A description of any major equipment purchased or constructed during the period of the report.

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17. Canadian Forces Site Regulations

The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

18. Identification Badge

SACC Manual clause A9065C (2006-06-16), Identification Badge

ANNEX A

STATEMENT OF WORK

1. TITLE

Cyber Security of Automotive Systems

2. BACKGROUND

Automotive vehicles like cars and trucks are pervasively computerized. A car produced in 2014 may include up to 100 computers (Electronic Control Units or ECUs) that run 60 million of line of codes and manage 145 actuators and 75 sensors. These ECUs exchange up to 25 gigabytes of data every hour on the vehicle internal communication bus, usually the Controller Area Network (CAN) bus. Also, automotive vehicles are more interconnected than ever, with many wired and wireless communication interfaces with elements outside the vehicle. In the last three years, the hacking community has demonstrated many times the possibility to compromise the cyber security of cars. Cyber-attacks on information technologies like personal computers and servers usually result mostly in immaterial damages like the loss, the alteration or the theft of information or money, and the disruption of operation. In the case of vehicular systems, cyber-attacks are a more important concern since the safety of their users or the other users on the road might be at stake.

There is a need to study the security of automotive vehicles, including understanding their vulnerabilities and assessing the potential mitigation measures. The first need, understanding the problem, requires appropriate tools and methodologies. The second need, studying mitigation measures, implies testing existing technologies and studying upcoming regulations and guidelines.

This work will exploit and extend software developed by DRDC Valcartier. This software, CANpy, exploit an open source software called SocketCAN (see AD1 below for more information). CANpy is developed in Python language and works on Linux. CANpy provides the following functionalities: data logging, interacting with the bus (sending CAN 2.0A and 2.0B messages, reacting to a message), ECU discovering, and visualizing message (basic). CAN messages can be filtered and multiple CAN sockets can be opened at the same time. Protocols ISO 14229, ISO-TP/ISO-15765, J1939 message format and J1939 Broad Announce Message and Connection Module are supported. CANpy uses USB2CAN devices for connecting to the CAN bus and can run on BeagleBone devices.

This statement of work describes the work required for conducting such study.

3. ACRONYMS

AD	Applicable Document
CAN	Controller Area Network
CANpy	Controller Area Network Python
DRDC	Defence Research and Development Canada
ECU	Electronic Control Units
SOW	Statement of Work
ISO	International Organization for Standardization
ISO-TP	International Organization for Standardization–Transport Protocol
NIST	National Institute of Standards and Technology

USB2CAN Universal Serial Bus to Controller Area Network

4. **APPLICABLE DOCUMENTS & REFERENCES**

AD1: SocketCAN <https://www.kernel.org/doc/Documentation/networking/can.txt>
AD2: NIST 800-30 R1 [800-30 Guide for Conducting Risk Assessments.” Gaithersburg, MD, USA: National Institute of Standards and Technology, 2012.](#)

5. **SCOPE OF THE WORK**

The Work is divided into two portions : Section 5.1 describes the firm portion of the Work and Section 5.2 describes the portion of the Work to be performed on an "as and when requested basis" using a Task Authorization (TA).

The Work described in sub-sections 5.1.2 and 5.1.3 is optional and the options can only be exercised by the Contracting Authority as described in section 1.1, *Optional Goods and/or Services*, of the Contract.

5.1 Firm portion of the Work – Conduct an assessment of the cyber security of automotive vehicles

The Contractor must conduct an assessment of the cyber security of automotive vehicles with a focus on the intra vehicular communications elements, i.e., the CAN bus, the ECUs connected to it, and the sensors and actuators connected to the ECUs. Extra-vehicular communication interfaces are excluded of this study but might be considered as potential attack vectors. The Contractor is responsible for developing the software required for all tasks on top of the tool CANpy, provided during the kick-off meeting by DRDC Val-cartier.

5.1.1 – Characterize an automotive vehicle

The vehicle to be studied will be a 2015 light-duty (pickup) truck. The exact specifications of the automotive vehicle(s) are considered to be sensitive and will only be supplied after contract award.

The Contractor must collect information on the vehicle in order to conduct vulnerability assessments, as described in section 5.1.2 below. The information may include but is not limited to official manufacturer manuals/wiring diagrams, various internet sources, and hands-on work on the vehicle. If required, vehicle diagram manuals will have to be purchased by the Contractor.

The Contractor must identify the following elements of the vehicle:

- a) number, identity and role of all ECUs, including the sensors and actuators connected to them;
- b) message exchanged on the CAN bus along with their ID and the signal their contain (meaning);
- c) the vehicle computer and communication architecture; and
- d) any other elements considered relevant by Contractor

The objective is not to reproduce the documentation but to extract relevant and missing information with a level of detail sufficient to proceed with the Work described in Section 5.1.2.

The Contractor must extend CANpy software with missing functionalities required to explore the CAN bus (e.g., find CAN ID messages exchanged on the CAN bus) and characterize the ECUs (e.g., find the ID of the ECUs).

5.1.2 – Find vulnerabilities and security measures (Option 1 of 2)

The Contractor must conduct a vulnerability assessment of the vehicle by searching for vulnerabilities, documenting how vulnerabilities were found (discovery process), studying the potential impact of the vulnerabilities on the automotive vehicle and identify how these vulnerabilities can be potentially exploited. This task implies penetration testing.

The Contractor must present the list of vulnerabilities in a coherent structure (e.g., a framework in the form of a table with categories and sub-categories defined by the Contractor). The Contactor is invited to reuse existing cyber security taxonomy for this purpose, like the NIST 800-30 r1. Hypothetical examples must be used to illustrate missing elements of the structure list.

The Contractor must identify all security measures encountered in the process.

The Contactor must extend CANpy software with missing functionalities for finding vulnerability required for conducting this task. The nature of the functions will depend on the type of vulnerabilities targeted by the Contractor.

5.1.3 – Develop and demonstrate exploits (Option 2 of 2)

The Contractor must develop as many exploits as possible for a subset of all vulnerabilities found.

The Contractor must present the list of exploits in a coherent structure (e.g., a framework in the form of a table with categories and sub-categories). Hypothetical examples must be used to illustrate missing elements of the structure list. The Contractor must establish a way to link the coherent structure of vulnerabilities and exploits. The Contactor is invited to reuse existing cyber security taxonomy for this purpose, like the NIST 800-30 r1. The purpose is to allow the Technical Authority to understand how exploits relate to vulnerabilities (e.g., find if some types of vulnerability are more prone to exploits than others).

The contactor must demonstrate that the exploits could potentially harm the vehicle and/or the safety of its driver/passengers, or cause any indirect damages like information gathering. Of course, this excludes any demonstration that would put the safety of the personnel of the Contractor or any other person at risk.

The Contactor must extend CANpy software with missing functionalities for conducting this task. Functions to be added include python code , configuration files or code to be sent to ECUs to exploit selected vulnerabilities. The specific nature of the missing functionalities depends on the exploits chosen.

5.2 Portion of the Work to be performed on an "as and when requested basis" using a Task Authorization

The Contractor must provide the services described in Tasks 1 to 10 below. The Tasks will be carried out on an "as and when requested basis" through task authorizations (TAs). A TA may refer to more than one Task and the same Task may be repeated several times during the term of the Contract.

Task 1 – Characterize an automotive vehicle: The work to be performed is similar to the work described in section 5.1.1 above.

Task 2 – Find vulnerabilities and security measures: The work to be performed is similar to the work described in section 5.1.2 above.

Task 3 – Develop and demonstrate exploits: The work to be performed is similar to the work described in section 5.1.3 above.

Task 4 – Conduct Synthesis: Synthesize all the methodology, elements and findings of vehicle characterization, vulnerability findings and exploitations in a report. The relationship between information found during the characterization and the vulnerabilities and exploits found at a later stage must be presented in an explicit manner.

Task 5 – Identify potential mitigation measures that could prevent the exploit of vulnerabilities on the vehicle: Identify existing commercial or research-based mitigation measures for automotive vehicles or their components or quick patches aiming at eliminating a given set of vulnerabilities or reduce the potential of exploitation by an adversary.

Task 6 – Test mitigation measures: Test the effectiveness of a set of mitigation measures on the vehicle against cyber-attacks. The set of mitigation measures will have to be retested against cyber-attacks. The effectiveness of the mitigation measure will have to be measured.

Task 7 – Develop testbed of some vehicular functions for lab study: Develop in laboratory a given set of vehicles sub-systems (e.g., anti-lock breaking system) for studying the range of potential impacts of cyber-attacks on these systems. The laboratory setup would include the ECU, the essential vehicle sensors or actuators pertaining to the sub-system, and some home-made electronic devices for stimulating the missing elements.

Task 8 – Develop testing procedures and conduct field trials: Develop a series of tests on automotive vehicle to determine in a live setup the impact of cyber attacks (e.g., deactivating the CAN bus) on the vehicle and conduct field tests in a safe environment.

Task 9 – Assess vehicle security standards and protocols: Evaluate the feasibility and benefits of applying published standard or protocols to improve the cyber security of automotive vehicles.

Task 10 – Develop cyber security standard testing procedures: develop vehicle testing procedures that would allow to assess and/or certify the cyber security of an automotive vehicle.

Material/support to be supplied by Contractor to DRDC Valcartier

The Contractor is responsible for purchasing the additional equipment needed to carry out its work. Purchase of equipment may include but may not be limited to small electronic components, vehicles parts like ECUs, sensors or actuators for replacing broken parts or conducting studies in an isolated/lab context, manuals and any other available vehicle related documentation required for performing the Tasks. The total amount of all purchases should be no more than \$8,000. The specific items to be purchased are currently not known because their choice will be based on the findings while conducting the work. The equipment, material and other supplies required for conducting this work must be acquired on an individual basis by the Contractor after having requested and received the approval from the Technical Authority. The equipment and software

purchased by the Contractor under this contract must remain the property of DRDC Valcartier and must be delivered to DRDC Valcartier at the end of this Contract.

6. Deliverables

All source code and reports should be written in English. Reports must be provided in both PDF and Word format. The presentation format of these reports must comply with DRDC standards. These standards are available through the project’s Technical Authority. All source code developed in this project must include comments for the sake of readability.

Number	Reference	Description of deliverable	Quantity and Format
6.1	Section 5.1.1	a) A report containing a description of the main characteristics of the vehicle b) A Powerpoint presentation highlighting main findings c) Source code of the extensions of the CANpy software	1 DVD
6.2	Section 5.1.2	a) A report containing a description of the vulnerabilities and security measures founds b) A Powerpoint presentation highlighting main findings c) Source code of the extensions of the CANpy software	1 DVD
6.3	Section 5.1.3	a) A report containing a description of the exploits demonstrated with their effects b) A Powerpoint presentation highlighting main findings c) Source code of the extensions of the CANpy software	1 DVD
6.4	Task 1	a) A report containing a description of the main characteristics of the vehicle b) A Powerpoint presentation highlighting main findings c) Source code of the extensions of the CANpy software	1 DVD
6.5	Task 2	a) A report containing a description of the vulnerabilities and security measures founds b) A Powerpoint presentation highlighting main findings c) Source code of the extensions of the CANpy software	1 DVD
6.6	Task 3	a) A report containing a description of the exploits demonstrated with their effects b) A Powerpoint presentation highlighting main findings c) Source code of the extensions of the CANpy software	1 DVD
6.7	Task 4	a) A report containing the synthetis work b) A Powerpoint presentation highlighting main findings	1 DVD
6.8	Task 5	a) A report containing a describtion of the mitigation measures	1 DVD
6.9	Task 6	a) A report containing the results of the testing	1 DVD
6.10	Task 7	a) A testbed b) Documentation on how to operate the testbed	1 DVD
6.11	Task 8	a) A report containing the description of the testing procedure and the results of the testing	1 DVD
6.12	Task 9	a) A report containing the assessment of standards and protocols	1 DVD
6.13	Task 10	a) A report containing the standard cyber security testing procedure	1 DVD

7. DATE OF DELIVERY

Deliverable	Delivery date
6.1	By March 31 st 2016
6.2	3 months after exercise of the option.
6.3	3 months after exercise of the option.

8. LANGUAGE OF WORK

English or French, at the convenience of the Contractor.

9. LOCATION OF WORK

Work must be executed at Defence Research and Development Canada – Valcartier Research Centre (2459, de la Bravoure Rd., Québec, QC, G3J 1X5, CANADA). The reason is that the automotive vehicle(s) to be studied is located in DRDC and is required for conducting most of the work. The vehicle must stay in DRDC because of the conditions of the loan to DRDC and the need for DRDC employees to access the vehicle from time to time. Tasks involving document reading, report writing, data analysis or vulnerability assessment on individual ECUs out of the vehicle context for which the vehicle is not required and no controlled goods are involved can be performed at Contractor's location of preference.

10. TRAVEL

The Contractor is not required to travel for the firm tasks.

The Contractor could be required to travel for tasks 2.1 to 2.10. Task authorisation will contain details about the destination(s) and the number of travels.

11. MEETINGS

The Contractor must organize and hold the following meetings:

- Kick-Off Meeting;
- Progress Review Meetings; and
- Final Project Review Meeting.

The Contractor will write the minutes of all formal meetings listed above.

11.1 Kick-Off Meeting

A Kick-Off meeting will be organized few days after the Contract is awarded (the date will be determined by the Contractor). This meeting will be held face-to-face (between the Contractor and the Technical Authority) on DRDC Valcartier's premises. The language for this meeting can be English or French, to the preference of the Contractor. This meeting aims at reviewing the working plan and clarify questions regarding the firm portion of the Work.

11.2 Progress Review Meeting

A Progress Review Meeting between the Contractor and DRDC Technical Authority will be held every month and may include one or many of the presentations required at the completion of a task.

For this meeting, the Contractor will be responsible for preparing the agenda and write the minutes of the meeting. The agenda will have to be distributed at least 12 hours before the meeting event and the minutes be delivered no later than 5 days after the meeting event.

11.3 Final Project Review Meeting

A Final Project Review Meeting between the Contractor and DRDC Technical Authority will be held at the end of the project. DRDC will be responsible for providing meeting rooms to the Contractor.

12. GOVERNMENT SUPPLIED MATERIAL (GSM)

There is no such material expected in the contract.

13. GOVERNMENT FURNISHED EQUIPMENT (GFE)

GFE 1: Automotive vehicle

DRDC will provide the automotive vehicle(s) required for the work. The exact specifications of the automotive vehicle(s) are considered to be sensitive and will only be supplied upon Contract award. For the same reason, the Contractor will have to sign a non-divulgence agreement.

GFE 2: Computers, electronic laboratory equipments (e.g., oscilloscope, CAN bus data logger) and software required for the work to be conducted in DRDC Valcartier.

GFE 3: CANpy

14. SPECIAL CONSIDERATIONS

None.

15. SECURITY

There is a security requirement, see Security Requirements Checklist (SRCL) for all details.

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16. CONTROLLED GOODS

- Not applicable
- Applicable

Registration Requirements:

- The Contractor could, for some tasks in the Task Authorization portion, have access to military ground vehicles and equipment under controlled goods. Controlled goods are only available to the Contractor in DRDC Valcartier.

Controlled Goods Number:

- Group 2-6: Ground Vehicles and components

ADDITIONAL DELIVERABLES

In addition to the disclosure obligation under Section 28 of the general conditions 2040, any Foreground Information must be fully disclosed and documented by the Contractor in the technical reports delivered by the Contractor to the Technical Authority under this Contract.

ANNEX B - BASIS OF PAYMENT

(to be completed at Contract award)
(Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet at Attachment 3)

Part A - For the Work described in article "5.1.1 – Characterize an automotive vehicle" of the Statement of Work in Annex A :

A1. LABOUR: at firm all-inclusive rates, Applicable Taxes extra, in accordance with the following:

The firm all-inclusive rates below include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm Hourly Rate	Total Est. Hours	Extended Total per Resource
Project Manager 1. _____	\$ _____	_____	\$ _____
Category "embedded systems specialist embarqués" 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]
Category "cybersecurity analyst" 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]

TOTAL ESTIMATED LABOUR : \$ _____

A2. MATERIALS AND SUPPLIES: At laid down cost without mark-up.

TOTAL ESTIMATED MATERIALS AND SUPPLIES : \$ _____

A3. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION 1 - LABOUR): at laid down cost without markup.

TOTAL ESTIMATED TRAVEL & LIVING: : \$ _____

ESTIMATED COST TO A LIMITATION OF EXPENDITURE \$ _____ **(Applicable Taxes extra)**
(Amount to be inserted at Contract Award)

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the cost does not exceed the aforementioned Limitation of Expenditure.

Part B - For the Work described in article “5.1.2 – Find vulnerabilities and security measures (Option 1 of 2)” of the Statement of Work in Annex A :

B1. LABOUR: at firm all-inclusive rates, Applicable Taxes extra, in accordance with the following:

The firm all-inclusive rates below include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm Hourly Rate	Total Est. Hours	Extended Total per Resource
Project Manager 1. _____	\$ _____	_____	\$ _____
Category “embedded systems specialist embarqués” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]
Category “cybersecurity analyst” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]

TOTAL ESTIMATED LABOUR : \$ _____

B2. MATERIALS AND SUPPLIES: At laid down cost without mark-up.

TOTAL ESTIMATED MATERIALS AND SUPPLIES : \$ _____

B3. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION 1 - LABOUR): at laid down cost without markup.

TOTAL ESTIMATED TRAVEL & LIVING: : \$ _____

ESTIMATED COST TO A **\$ _____ (Not funded)**
LIMITATION OF EXPENDITURE – **(Applicable Taxes extra)**
OPTION 1 OF 2 *(Amount to be inserted at Contract Award)*

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the cost does not exceed the aforementioned Limitation of Expenditure.

Part C - For the Work described in article “5.1.3 – Develop and demonstrate exploits (Option 2 of 2)” of the Statement of Work in Annex A :

C1. LABOUR: at firm all-inclusive rates, Applicable Taxes extra, in accordance with the following:

The firm all-inclusive rates below include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm Hourly Rate	Total Est. Hours	Extended Total per Resource
Project Manager 1. _____	\$ _____	_____	\$ _____
Category “embedded systems specialist embarqués” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____	\$ _____ \$ _____ [...]
Category “cybersecurity analyst” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____	\$ _____ \$ _____ [...]

TOTAL ESTIMATED LABOUR : \$ _____

C2. MATERIALS AND SUPPLIES: At laid down cost without mark-up.

TOTAL ESTIMATED MATERIALS AND SUPPLIES : \$ _____

C3. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION 1 - LABOUR): at laid down cost without markup.

TOTAL ESTIMATED TRAVEL & LIVING: : \$ _____

ESTIMATED COST TO A **\$ _____ (Not funded)**
LIMITATION OF EXPENDITURE – **(Applicable Taxes extra)**
OPTION 2 OF 2 *(Amount to be inserted at Contract Award)*

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the cost does not exceed the aforementioned Limitation of Expenditure.

Part D - Portion of the Work to be performed on an "as and when requested basis" using a Task Authorization (Section 5.2 of the Statement of Work in Annex A) :

D1. LABOUR :

The Contractor agrees to provide the following resources as and when requested by Canada at the following firm all inclusive rates (in accordance with the Payment provisions of the Contract).

The firm all-inclusive rates below include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm hourly rates			
	Contract Period			
	From 2016-04-01 to 2017-03-31	From 2017-04-01 to 2018-03-31	From 2018-04-01 to 2019-03-31	From 2019-04-01 to 2020-03-31
Project Manager 1. _____	\$ _____	\$ _____	\$ _____	\$ _____
Category "embedded systems specialist embarqués" 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]
Category "cybersecurity analyst" 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]

D2. MATERIALS AND SUPPLIES: At laid down cost without mark-up.

D3. TRAVEL AND LIVING EXPENSES: in accordance with Section 7.1(v) of the Contract.

D4. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION 1 - LABOUR): at laid down cost without markup.

**Estimated Cost to a Limitation of Expenditure-
"Task Authorization" portion of the Work**

**\$ 620,000.00
(Applicable Taxes extra)**

ANNEX C

NON-DISCLOSURE AGREEMENT

I, _____, recognize that in the course of my work as an employee or subcontractor of _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No W7701-166085/001/QCL between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and _____, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: W7701-166085/001/QCL.

Signature

Date

ANNEX D

CONTRACTOR DISCLOSURE OF FOREGROUND INFORMATION

Please refer to **Article 1 - Interpretation of 2040 General Conditions** for the definition of Foreground Information to determine what information must be disclosed.

The Contractor must provide the following information::

1. Contract No.:
2. What is the descriptive title of the FIP (Foreground Intellectual Property)?
3. Abbreviated description of the FIP and, if applicable, of the different systems and sub-systems.
4. What is or was the objective of the project?
5. Explain how the FIP meets the objective of the project (for example: the advantage of the new solution, what problem did the FIP resolve or what benefits did the FIP deliver).
6. Under which category (ies) would you best describe the FIP and why: Patents, Inventions, Trade Secrets, Copyright, Industrial Designs, Rights in Integrated Circuit Topography, Know-how, Other?
7. Describe the features or aspects of the FIP that are novel, useful and not obvious.
8. Has the FIP been tested or demonstrated? If yes, please summarise the results.
9. Has any publication or disclosure to others been made? If so, to whom, when, where and how?
10. Provide names and addresses of the inventors.
11. Provide an explicit and detailed description of the FIP developed during the contract (Refer to pertinent section of the technical report, if necessary).

Please specify name and position of person approving / authorizing this disclosure. This person is to sign and date the disclosure.

Signature _____ Date _____

Name _____ Title _____

(Internal DRDC Valcartier)

Signature _____ Date _____

Name _____ Title (Technical authority) _____

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ANNEX E

SECURITY REQUIREMENTS CHECK LIST

The Security Requirements Check List (SRCL) appended to this document is to be inserted at this point and forms part of this document.

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ANNEX F

DND 626 TASK AUTHORIZATION FORM

The DND 626, *Task Authorization Form*, which is enclosed, is to be inserted at this point and forms part of this document.

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ANNEX G
REQUEST FOR VISIT FORM

The *Request for Visit Form*, which is enclosed, is to be inserted at this point and forms part of this document.

ATTACHMENT 1
EVALUATION OF PRICE

For evaluation purposes only, the price of the bid will be determined as follows :

1 - Financial Bid

Bidders must submit their financial bid in accordance with the **Financial Bid Presentation Sheet at Attachment 3**.

2 - Calculation of bid price

The bid price will be calculated as follows :

Bid price = Cost of labour

The Total Bid Price will be calculated as set out in section 3 below

The Bid Price will be evaluated on the basis of the following estimated level of effort :

Project Manager	10%
Category “embedded systems specialist embarqués”	45%
Category “cybersecurity analyst”	45%

3 - Cost of labour :

To establish labour costs, the effort available in terms of hours (see last column in Table 4.1, below) must be determined. The effort available for each resource category will be calculated as follows:

$$\text{Effort available} = \frac{[\text{Total anticipated available funding}] \times [\text{Approximate percentage use}]}{[\text{Average hourly rate for the resource category}]}$$

The cost of labour for a given category (for a given bid) is then obtained by multiplying the effort available by the average hourly rate provided for the given category (for a given bid).

Lastly, the cost of labour is calculated by adding the labour costs per category for a given bid.

For example:

- Anticipated funding for the work = \$825,000
- Percentage of use for “PM” = 10%
- If the average hourly rate for bid A = \$90, that for bid B = \$65 and that for bid C = \$80, then the average hourly rate for the resource category = \$78.33.

Therefore,

- Effort available $\$825,000 \times 0.10 / \$78.33 = 1053.2$ hours

and

- Labour costs for PM, bid a
 $= 1053.2 \text{ hours} \times \$90 = \$94,787.23.$
- Labour costs for PM, bid b
 $= 1053.2 \text{ hours} \times \$65 = \$68,457.45.$
- Labour costs for PM, bid c
 $= 1053.2 \text{ hours} \times \$80 = \$84,255.32.$

4 - Sample calculations for the price of the three bids

Table 4.1 - Sample calculations for the three bids

Resource category	% of use	Rate A	Price for A	Rate B	Price for B	Rate C	Price for C	Qty
Project Manager	10%	\$90,00	\$94 787,23	\$65,00	\$68 457,45	\$80,00	\$84 255,32	1053,2
Category “embedded systems specialist embarqués”	45%	\$50,00	\$318 214,29	\$65,00	\$413 678,57	\$60,00	\$381 857,1	6364,3
Category “cybersecurity analyst”	45%	\$50,00	\$301 013,51	\$65,00	\$391 317,57	\$70,00	\$421 418,92	6020,3
TOTAL :			\$714,015.03		\$873,453.59		\$887,531.38	

The “percentages of use” listed in the table are provided solely for the purpose of determining the estimated price for each bid. They represent approximate needs, provided in good faith, and should not be considered as a contractual guarantee.

These rates are provided as an example only and must not be interpreted as an indicator of the experience of the labour categories.

ATTACHMENT 2

MANDATORY AND POINT RATED TECHNICAL CRITERIA

1. Mandatory Technical Criteria

At bid closing time, the Bidder must comply with the following mandatory technical criteria and provide the necessary documentation to support compliance. Any bid which fails to meet the following mandatory technical criteria will be declared non-responsive. Each criterion should be addressed separately.

For each resource proposed, indicate the resource’s experience in months. Such experience must be clearly and precisely defined. To establish whether the experience is acceptable, the bidder must provide a description of the projects in which the resource has participated. Experience acquired while studying may be recognized (in months) if its relevance can be satisfactorily demonstrated. The following information must be provided for each such project:

- subject;
- context;
- objectives;
- scope;
- tools used (as applicable);
- project periods (start year and month and end year and month);
- exact dates of the proposed resource’s participation;
- the role of the proposed resource in the project;
- the effort made by the the proposed resource in connection with the project;
- the tasks carried out by the proposed resource and the duration of each task carried out by the proposed resource.

If the supporting data showing when and how the experience was obtained are not provided, the experience will not be taken into consideration in the evaluation.

The evaluation team will give consideration only to experience directly related to the criteria. For example, if a criterion rates the proposed resource’s experience in Python programming and the proposed resource has performed Python programming for project X for three months, then the evaluation team will look only at those three months of Python programming, even if the project ran for a total of 36 months. The same resource can be proposed for more than one category.

CRITERIA	
CO1	Provide the services of a project manager with at least 24 months’ experience in project management.
CO2	Provide the services of at least one specialist in embedded systems with at least 36 months’ direct experience in embedded systems
CO3	Provide the services of at least one cybersecurity analyst with at least 36 months’ direct experience in cybersecurity
CO4	The Bidder must provide a minimum of two resources overall for criteria CO2 and CO3.

2. Point Rated Technical Criteria

Each technical offer that meets all the mandatory requirements defined above will be evaluated and rated in terms of the following evaluation criteria:

EVALUATION CRITERIA	MAX.	MIN.
1. Understanding and Methodology	45	27
2. Qualifications, experience and competencies	60	30
3. Management methodology	20	
4. Bidder's experience	10	
Total score	135	68

Criteria will be scored according to the description accompanying each of the criteria listed in the table below. Technical Bids must obtain the minimum number of points required as indicated.

Criterion	Rating scale	Max	Min
1 – Understanding and Methodology		45	27
<p>1.1 Degree of understanding of the context and objectives of the work of both the firm portion and the task authorization portion of the contract</p> <p>Bidders should demonstrate clearly in their own words that they understand the context and objectives of both the firm and the task-authorization portion of the project.</p> <p>Specifically:</p> <ul style="list-style-type: none"> • Demonstrate understanding of the context, objectives and scope of the project in a clear and concise manner; • Demonstrate understanding of each stated task in the project; and • Avoid repeating details of task descriptions from the statement of work. 	<p>15 points: Exceptional understanding. Far surpasses requirements. All key factors are identified and discussed. No weaknesses. Should achieve extremely effective results.</p> <p>12 points: Superior understanding. Surpasses requirements. Almost all key factors are identified and discussed. No apparent weaknesses. Should obtain very effective results.</p> <p>9 points: Average/acceptable understanding. Meets requirements. No marked weaknesses or any weaknesses are easily corrected. Should be able to meet performance criteria.</p> <p>6 points: Poor understanding. Lack of detail. A few key factors identified and discussed. Potentially remediable weaknesses. Low chance of meeting performance criteria.</p> <p>3 points: Very poor understanding. Overall, does not meet requirements. Few key factors identified and discussed. In general, weaknesses are unlikely to be remediable. Will not be able to meet performance criteria.</p> <p>0 point: No understanding. No key factors identified and discussed.</p>	15 points	

Criterion	Rating scale	Max	Min
<p>1.2 Proposed methodology</p> <p>Bidders should present clearly the methodology and the technical approach they propose <u>for the work of the firm portion of the contract (including optional work)</u>. The technical approach and methodology should be consistent, relevant to the job, complete and realistic.</p>	<p>10 points: Exceptional methodology. Far surpasses requirements. All key factors are identified and discussed. No weaknesses. Should achieve extremely effective results.</p> <p>8 points: Superior methodology. Surpasses requirements. Almost all key aspects of each task are identified and discussed. No apparent weaknesses. Should obtain very effective results.</p> <p>6 points: Average/acceptable methodology. Meets requirements. Most key aspects of each task are identified and discussed. No marked weaknesses or any weaknesses are easily corrected. Should be able to meet performance criteria.</p> <p>4 points: Poor methodology. Lack of detail. A few key aspects of each task are identified and discussed. Potentially remediable weaknesses. Low chance of meeting performance criteria.</p> <p>2 points: Very poor methodology. Overall, does not meet requirements. Few key aspects of each task identified and discussed. In general, weaknesses are unlikely to be remediable. Will not be able to meet performance criteria.</p> <p>0 point: Any other outcome.</p>	10 points	

Criterion	Rating scale	Max	Min
<p>1.3 Time allocation</p> <p><u>For the firm portion of the work</u> (Section 5.1 of Annex of the Statement of Work), bidders should describe clearly how they allocate hours of work to each phase/stage of the project. The breakdown of time by phase should be appropriate and realistic for this type of project.</p> <p>The resulting distribution of effort should be clearly and fully documented.</p>	<p>10 points: Exceptional time allocation. Far surpasses requirements. No weaknesses. Should achieve extremely effective results.</p> <p>8 points: Superior time allocation. Surpasses requirements. No apparent weaknesses. Should obtain very effective results.</p> <p>6 points: Average/acceptable time allocation. Meets requirements. No marked weaknesses or any weaknesses are easily corrected. Should be able to meet performance criteria.</p> <p>4 points: Poor time allocation. Lack of detail. Potentially remediable weaknesses. Low chance of meeting performance criteria.</p> <p>2 points: Very poor time allocation. Overall, does not meet requirements. In general, weaknesses are unlikely to be remediable. Will not be able to meet performance criteria.</p> <p>0 point: Any other outcome.</p>	<p>10 points</p>	

Criterion	Rating scale	Max	Min
<p>1.4 Personnel allocation</p> <p><u>For the firm portion of the work</u> (Section 5.1 of Annex of the Statement of Work), bidders should describe clearly how they intend to assign the various tasks to their personnel and define each person's role for each task.</p> <p>Personnel must be assigned to tasks realistically in a manner relevant and appropriate to the project.</p> <p>Allocation of personnel must be described clearly and fully. Personnel must be assigned a level of effort appropriate to the tasks. All tasks of the firm portion must be covered.</p>	<p>10 points : Exceptional personnel allocation. Far surpasses requirements. No weaknesses. Should achieve extremely effective results.</p> <p>8 points: Superior personnel allocation. Surpasses requirements. No apparent weaknesses. Should obtain very effective results.</p> <p>6 points: Average/acceptable personnel allocation. Meets requirements. No marked weaknesses or any weaknesses are easily corrected. Should be able to meet performance criteria.</p> <p>4 points: Poor personnel allocation. Lack of detail. Potentially remediable weaknesses. Low chance of meeting performance criteria.</p> <p>2 points: Very poor personnel allocation. Overall, does not meet requirements. In general, weaknesses are unlikely to be remediable. Will not be able to meet performance criteria.</p> <p>0 point: Any other outcome.</p>	<p>10 points</p>	

2. Qualifications, experience and competencies

For each criterion, one or more resources may be cited. State the names of the proposed resources for each criterion and append their résumés.

The same resource may be proposed for more than one criterion and will thus be rated for each of these criteria. If more than one resource is proposed for a criterion, each resource will be rated individually. The score for each criterion will be obtained by totalling the scores of all the resources proposed and dividing by the number of resources there are to obtain an average.

For each proposed resource, indicate his/her experience in months. Such experience must be clearly and specifically demonstrated. Experience acquired in the course of studies may be recognized (in months) if its relevance is satisfactorily demonstrated. To establish whether the experience is acceptable, bidders should submit a description projects in which the proposed resources have participated. The following information should be provided for each project:

- subject;
- context;
- objectives;
- scope;
- tools used (as applicable);
- project periods (start year and month and end year and month);
- exact dates of the proposed resource’s participation;
- the role of the proposed resource in the project;
- the effort made by the proposed resource in connection with the project;
- the tasks carried out by the proposed resource and the duration of each task carried out by the proposed resource.

If supporting data describing how and where the experience was obtained are not provided, the experience will not be taken into account in the evaluation.

The evaluation team will consider only experience directly relevant to the criterion. For example, if a criterion addresses the experience of proposed resources in Python programming and the proposed resource did Python programming for Project “X” for three months, then the evaluation team will consider only those three months as experience in Python programming, even if the whole project ran for 36 months.

Criterion	Rating scale	Max	Min
2. Qualifications, experience and competencies		60	30
2.1 Experience in Python programming Category : embedded systems specialist, cybersecurity analyst	10 points: more than 24 months’ direct experience 8 points: 12 to 24 months’ direct experience 5 points: 6 to 12 months’ direct experience 2 points: 6 months’ direct experience	10 points	
2.2 Electronics experience in designing or analysing embedded systems Category: embedded systems specialist	10 points: more than 48 months’ direct experience 8 points: 24 to 48 months’ direct experience 5 points: 6 to 24 months’ direct experience 2 points: 6 months’ direct experience	10 points	

Criterion	Rating scale	Max	Min
2.3 Software experience in designing or analysing embedded systems Category: embedded systems specialist	10 points: more than 48 months’ direct experience 8 points: 24 to 48 months’ direct experience 5 points: 6 to 24 months’ direct experience 2 points: 6 months’ direct experience	10 points	
2.4 Experience in cybersecurity (including with embedded systems) Category: cybersecurity analyst, embedded systems specialist	10 points: more than 48 months’ direct experience 8 points: 24 to 48 months’ direct experience 5 points: 6 to 24 months’ direct experience 2 points: 6 months’ direct experience	10 points	
2.5 Experience in cybersecurity with embedded systems Category: cybersecurity analyst, embedded systems specialist	10 points: more than 24 months’ direct experience 8 points: 12 to 24 months’ direct experience 5 points: 6 to 12 months’ direct experience 2 points: 6 months’ direct experience	10 points	
2.6 Experience in Linux operating systems Category: cybersecurity analyst, embedded systems specialist	5 points: more than 12 months’ direct experience 3 points: 6 to 12 months’ direct experience 1 points: 6 months’ direct experience	5 points	
2.7 Experience in automotive systems (cars, trucks or other wheeled vehicles) Category: cybersecurity analyst, embedded systems specialist	5 points: more than 12 months’ direct experience 3 points: 3 to 12 months’ direct experience 1 points: 3 months’ direct experience	5 points	

Criterion	Rating scale	Max	Min
3. Management methodology		20	
<p>3.1 Project management plan</p> <p>Bidders must submit a project management plan for this task authorization contract. These are the factors that must be taken into consideration in a resource management plan:</p> <ul style="list-style-type: none"> - Separate tracking method for each task authorization (billing, reporting, etc) - Monthly report of resources expended and remaining for each task authorization - Management method that takes account of the unpredictable nature of task authorization contracts - Contingency plan for replacement of resources (what happens if a proposed resource is no longer available?) 	<p>20 points: all factors identified are described satisfactorily and in sufficient detail to meet the objectives of this task authorization contract.</p> <p>15 points: all factors identified are described, though some may lack clarity. Most factors (at least 3 out of 4) described will allow the objectives of this task authorization contract to be met.</p> <p>8 points: the bidder has failed to include certain factors identified in the project management plan, or more than two factors are at odds with the project’s objectives.</p> <p>0 point: the management plan is inadequate.</p>	20 points	

Criterion	Rating scale	Max	Min
4. Bidder’s experience		10	
<p>4.1 – Bidder’s (company’s) experience in designing or analysing embedded systems for the past 10 years. Only projects worth more than \$25,000 will be considered for this criterion.</p>	<p>5 points: The bidder (company) has completed at least 5 embedded system design or analysis projects;</p> <p>3 points: The bidder (company) has completed 3 or 4 embedded system design or analysis projects;</p> <p>0 point: The bidder (company) has completed fewer than 3 embedded system design or analysis projects.</p>	5 points	
<p>4.2 - Bidder’s (company’s) experience in cybersecurity (including embedded systems) systems for the past 10 years. Only projects worth more than \$25,000 will be considered for this criterion.</p>	<p>5 points: The bidder (company) has completed at least 5 cybersecurity projects;</p> <p>3 point: The bidder (company) has completed 3 or 4 cybersecurity projects;</p> <p>0 point: The bidder (company) has completed fewer than 3 cybersecurity projects.</p>	5 points	

ATTACHMENT 3

FINANCIAL BID PRESENTATION SHEET

Part A - For the Work described in article “5.1.1 – Characterize an automotive vehicle” of the Statement of Work in Annex A :

A1. LABOUR: At the following firm all inclusive rates (Applicable Taxes not included) as follows :

BIDDERS ARE REQUESTED TO QUOTE ONE RATE PER PROPOSED RESOURCE.

If the resource works for a subcontractor, bidders must also provide the name of the subcontractor.

Note: The firm all inclusive rates submitted below must include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm Hourly Rate	Total Est. Hours	Extended Total per Resource
Project Manager 1. _____	\$ _____	_____	\$ _____
Category “embedded systems specialist embarqués” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]
Category “cybersecurity analyst” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]

TOTAL ESTIMATED LABOUR: \$ _____

Items A2. and A3. shall be completed if the Bidder’s rates in A1. above do not include the following:

A2. MATERIALS AND SUPPLIES: at laid down cost without mark-up.

Description	Price
_____	_____
_____	_____
_____	_____

TOTAL ESTIMATED MATERIALS AND SUPPLIES: \$ _____

A3. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION A1 – LABOUR) : at laid down cost without markup

Support for the proposed subcontractor's price is required in the same details as that required for the Bidder's price. The estimated price for subcontracts should include all direct charges and travel & living expenses which would be to the account of the subcontractor.

TOTAL ESTIMATED SUBCONTRACTS: \$ _____

Estimated Cost to a Limitation of Expenditure : \$ _____
(Applicable Taxes extra)

Part B - For the Work described in article “5.1.2 – Find vulnerabilities and security measures (Option 1 of 2)” of the Statement of Work in Annex A :

B1. LABOUR: At the following firm all inclusive rates (Applicable Taxes not included) as follows :

BIDDERS ARE REQUESTED TO QUOTE ONE RATE PER PROPOSED RESOURCE.

If the resource works for a subcontractor, bidders must also provide the name of the subcontractor.

Note: The firm all inclusive rates submitted below must include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm Hourly Rate	Total Est. Hours	Extended Total per Resource
Project Manager 1. _____	\$ _____	_____	\$ _____
Category “embedded systems specialist embarqués” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]
Category “cybersecurity analyst” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]

TOTAL ESTIMATED LABOUR: \$ _____

Items B2. and B3. shall be completed if the Bidder's rates in B1. above do not include the following:

B2. MATERIALS AND SUPPLIES: at laid down cost without mark-up.

Description	Price
_____	_____
_____	_____

TOTAL ESTIMATED MATERIALS AND SUPPLIES: \$ _____

B3. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION B1 – LABOUR) : at laid down cost without markup

Support for the proposed subcontractor's price is required in the same details as that required for the Bidder's price. The estimated price for subcontracts should include all direct charges and travel & living expenses which would be to the account of the subcontractor.

TOTAL ESTIMATED SUBCONTRACTS: \$ _____

Estimated Cost to a Limitation of Expenditure – \$ _____
OPTION 1 OF 2 : (Applicable Taxes extra)

Part C - For the Work described in article “5.1.3 – Develop and demonstrate exploits (Option 2 of 2)” of the Statement of Work in Annex A :

C1. LABOUR: At the following firm all inclusive rates (Applicable Taxes not included) as follows :

BIDDERS ARE REQUESTED TO QUOTE ONE RATE PER PROPOSED RESOURCE.

If the resource works for a subcontractor, bidders must also provide the name of the subcontractor.

Note: The firm all inclusive rates submitted below must include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm Hourly Rate	Total Est. Hours	Extended Total per Resource
Project Manager 1. _____	\$ _____	_____	\$ _____
Category “embedded systems specialist embarqués” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]
Category “cybersecurity analyst” 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	_____ _____ [...]	\$ _____ \$ _____ [...]

TOTAL ESTIMATED LABOUR: \$ _____

Items C2. and C3. shall be completed if the Bidder's rates in C1. above do not include the following:

C2. MATERIALS AND SUPPLIES: at laid down cost without mark-up.

Description	Price
_____	_____
_____	_____
_____	_____

TOTAL ESTIMATED MATERIALS AND SUPPLIES: \$ _____

C3. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION C1 – LABOUR) : at laid down cost without markup

Support for the proposed subcontractor's price is required in the same details as that required for the Bidder's price. The estimated price for subcontracts should include all direct charges and travel & living expenses which would be to the account of the subcontractor.

TOTAL ESTIMATED SUBCONTRACTS: \$ _____

Estimated Cost to a Limitation of Expenditure – \$ _____
OPTION 2 OF 2 : **(Applicable Taxes extra)**

Part D - Portion of the Work to be performed on an "as and when requested basis" using a Task Authorization (Section 5.2 of the Statement of Work in Annex A) :

D1. LABOUR : At the following firm all inclusive rates (Applicable Taxes not included) as follows :

BIDDERS ARE REQUESTED TO QUOTE ONE RATE PER PROPOSED RESOURCE, PER PERIOD.

If the resource works for a subcontractor, bidders must also provide the name of the subcontractor.

Note 1 : The firm all inclusive rates submitted below must include labour and equipment as well as profit, overhead, employee benefits and other anticipated and unanticipated costs.

Proposed Resources	Firm hourly rates			
	Contract Period			
	From 2016-04-01 to 2017-03-31	From 2017-04-01 to 2018-03-31	From 2018-04-01 to 2019-03-31	From 2019-04-01 to 2020-03-31
Project Manager 1. _____	\$ _____	\$ _____	\$ _____	\$ _____
Category "embedded systems specialist embarqués" 1. _____ 2. _____ 3. [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]	\$ _____ \$ _____ [...]

Proposed Resources	Firm hourly rates			
	Contract Period			
	From 2016-04-01 to 2017-03-31	From 2017-04-01 to 2018-03-31	From 2018-04-01 to 2019-03-31	From 2019-04-01 to 2020-03-31
Category “cybersecurity analyst”				
1. _____	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. [...]	[...]	[...]	[...]	[...]

- D2. MATERIALS AND SUPPLIES:** at laid down cost without markup.
- D3. TRAVEL AND LIVING EXPENSES:** in accordance with Section 7.1(v) of the Contract.
- D4. SUBCONTRACTS (EXCEPT RESOURCES PROPOSED IN SECTION D1 – LABOUR) :** at laid down cost without markup.



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat W7701-166085
Security Classification / Classification de sécurité Sans classification

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 National Defence		2. Branch or Directorate / Direction générale ou Direction Defence R&D Canada
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 Cyber Security of Automotive Systems Ce contrat vise à réaliser des tâches afin d'étudier la cyber vulnérabilité des systèmes de l'automobile (voitures, camions et autres véhicules sur roue) et de regarder des solutions de mitigation. Certaines tâches pourraient impliquer des véhicules militaires.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No / Non <input checked="" 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 type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	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: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <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"/>



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



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

For users completing the form manually use the summary chart below to indicate the category(les) 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	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET		
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			A	B	C	CONFIDENTIEL		TRÈS SECRET		
Information / Assets / Renseignements / Biens / Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

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).

**TASK AUTHORIZATION
AUTORISATION DES TÂCHES**

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.		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>TO THE CONTRACTOR</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>À L'ENTREPRENEUR</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	<p style="text-align: center;">_____</p> <p style="text-align: center;">Date for the Department of National Defence pour le ministère de la Défense nationale</p>	
Delivery/Completion date – Date de livraison/d'achèvement		
Contract item no. N° d'article du contrat	Services	Cost Prix
	GST/HST TPS/TVH	
	Total	
<p>APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : 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 style="text-align: center;">_____</p> <p style="text-align: center;">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.

ANNEX G

The following form must be completed in full. Failure to complete all areas of the form may result in the Request for Visit (RFV), also known as Visit Clearance Request (VCR), being rejected.

Dates must be entered using the following format: yyyy-mm-dd. A RFV may not be longer than one year less a day.

If you require additional space for the number of visitors, do the following:

1. Click on "Particulars of Visitors" on the left hand Bookmarks tab or scroll down to page 4 of the form,
2. Fill in the "Particulars of Visitors" as needed, to a maximum of 7 per page,
3. Print the form,
4. Press "Clear Form", and repeat steps, as required, for a maximum of 80 visitors per RFV.

**Additions to existing visits may be submitted at any time but must be submitted on a separate RFV.

For visits to a foreign entity, you must provide a passport number for all visitors listed.

Any RFV sent by fax or mail must be signed by the Company Security Officer (CSO) or Alternate Company Security Officer (ACSO) in box 10 of the RFV. If you are sending your RFV electronically, the e-mail address of the CSO/ACSO will be accepted as a digital signature in the absence of an actual signature in box 10 of the RFV. However, IISD must be able to identify and confirm the e-mail address from which the RFV was sent. Therefore, the CSO and ACSO contact information in the Industrial Security Program (ISP) database must be up-to-date. If you need to add or update your contact information in the ISP database, please contact the Industrial Security Sector [Call Centre](#).

The request may be submitted by fax to 613-948-1712, by mail to Visits and Document Control, International Industrial Security Directorate (IISD), Industrial Security Sector at our [mailing address](#) or by e-mail to ssivisites.issvisits@tpsgc-pwgsc.gc.ca.

IISD does have a lead time requirement of 15 business days in addition to the lead time requirements of the receiving agency/government department/foreign entity. This lead time is in effect the day the RFV is received by IISD. Thus, please ensure sufficient time is allowed for processing your RFV. Failure to honour these lead times may result in the RFV being rejected. In an emergency, contact us directly to discuss your options. For more information on lead times, please see Annex 6-B in the Industrial Security Manual (ISM), <http://ssi-iss.tpsgc-pwgsc.gc.ca/msi-ism/ch6/annx-6b-eng.html>. IISD cannot provide assurance that a RFV will be processed within the identified lead times if the RFV is sent directly to a Visits Officer.

Should you have any questions regarding the form or instructions, you may contact the Visits and Document Control Division directly via e-mail, ssivisites.issvisits@tpsgc-pwgsc.gc.ca, or the Industrial Security Sector [Call Centre](#).



REQUEST FOR VISIT

All fields **must** be completed:

One -Time
 Recurring
 Emergency
 Addition
 Deletion
 Re-submission

Attachments	
<input type="checkbox"/> Yes	<input type="checkbox"/> No

1. Administrative Data	
Requestor: _____	Date: (yyyy-mm-dd) _____
To: _____	Renewal of Visit No.: _____

2. Requesting Government Organization or Industrial Facility	
Name: _____	
Address: _____ _____	
Fax No.: _____	Telephone No.: _____

3. Government Organization or Industrial Facility to be Visited	
Name: _____	
Address: _____ _____	
Fax No.: _____	Telephone No.: _____
Point of Contact & Section/Branch (mandatory): _____	

<input type="radio"/> Military Site	<input type="radio"/> Not Applicable	<input type="radio"/> Army	<input type="radio"/> Navy	<input type="radio"/> Air Force	<input type="radio"/> DIA
-------------------------------------	--------------------------------------	----------------------------	----------------------------	---------------------------------	---------------------------

4. Dates of Visit (yyyy-mm-dd)	From: _____	To: _____
---------------------------------------	-------------	-----------

5. Type of Visit (select one from each column):	
<input type="radio"/> Government Initiative	<input type="radio"/> Initiated by Requesting Agency of Facility
<input type="radio"/> Commercial Initiative	<input type="radio"/> By Invitation of the Facility to be Visited

6. Subject to be Discussed / Justification / Purpose / Work to be Completed:

7. Anticipated Level of Classified Information to be Involved (mandatory):

8. Is the Visit Pertinent to:	(√)	Specify Contract No. / Project / Program
Specific equipment or a weapons system	<input type="checkbox"/>	
A foreign military sales or export license	<input type="checkbox"/>	
A program or agreement	<input type="checkbox"/>	
A defence acquisition process	<input type="checkbox"/>	
Other	<input type="checkbox"/>	



9. Particulars of Visitors

Name:	_____		
Date of Birth:	_____	Place of Birth:	_____
Security Clearance:	_____	ID/Passport No.:	_____ Nationality: _____
Position:	_____		
Company:	_____		
Name:	_____		
Date of Birth:	_____	Place of Birth:	_____
Security Clearance:	_____	ID/Passport No.:	_____ Nationality: _____
Position:	_____		
Company:	_____		

10. The Security Officer of the Requesting Organization or Industrial Facility

Name: _____ Telephone: _____

Signature: _____

11. For Government Use Only

Name: _____

Address: _____

Telephone: _____

Signature: _____

Stamp

(Optional)

12. Requesting National Security Authority

Name: _____

Address: _____

Telephone: _____

Signature: _____

Stamp

(Optional)

13. Remarks



Government Organization or Industrial Facility to be Visited

1.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____
2.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____
3.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____
4.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____
5.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____
6.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____
7.	Name:	_____	
	Address:	_____	

	Fax No.:	_____	Telephone No.: _____
	Point of Contact:	_____	Telephone No.: _____

(Continue as required)



Particulars of Visitors (alphabetical order by surname)

1.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	
2.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	
3.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	
4.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	
5.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	
6.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	
7.	Name:	_____	
	Date of Birth:	_____	Place of Birth: _____
	Security Clearance:	_____ ID/Passport No.: _____	Nationality: _____
	Position:	_____	
	Company:	_____	

(Continue as required)