

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Travaux publics et Services gouvernementaux
Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

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 Installation système de sécurité	
Solicitation No. - N° de l'invitation 47443-165791/A	Date 2015-10-06
Client Reference No. - N° de référence du client 47443-16-5791	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-405-13486	
File No. - N° de dossier MTA-5-38090 (405)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-11-16	
Time Zone Fuseau horaire Heure Normale du l'Est HNE	
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: Séguin, Caroline	Buyer Id - Id de l'acheteur mta405
Telephone No. - N° de téléphone (514) 496-3734 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: AGENCE DES SERVICES FRONTALIERS DU CANADA Services Edifices Commerciaux route 15 LACOLLE Québec J0J1J0 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

Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage
Montréal
Québec
H5A 1L6

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

Solicitation No. - N° de l'invitation

47443-165791/A

Amd. No. - N° de la modif.

File No. - N° du dossier

MTA-5-38090

Buyer ID - Id de l'acheteur

mta405

CCC No./N° CCC - FMS No/ N° VME

47443-16-5791

See attached document.

TABLE OF CONTENTS

TABLE OF CONTENTS	1
PART 1 - GENERAL INFORMATION	2
1.1 SECURITY REQUIREMENTS	2
1.2 REQUIREMENT	2
1.3 DEBRIEFINGS	2
1.4 TRADE AGREEMENTS	2
PART 2 - BIDDER INSTRUCTIONS	2
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	2
2.2 SUBMISSION OF BIDS	3
2.3 ENQUIRIES - BID SOLICITATION	3
2.4 APPLICABLE LAWS	3
PART 3 - BID PREPARATION INSTRUCTIONS	4
3.1 BID PREPARATION INSTRUCTIONS	4
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	5
4.1 EVALUATION PROCEDURES	5
4.2 BASIS OF SELECTION	5
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	6
5.1 CERTIFICATIONS REQUIRED WITH THE BID	6
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	6
PART 6 - RESULTING CONTRACT CLAUSES	7
6.1 SECURITY REQUIREMENTS	7
6.2 REQUIREMENT	7
6.3 STANDARD CLAUSES AND CONDITIONS	7
6.4 TERM OF CONTRACT	8
6.5 AUTHORITIES	8
6.6 PAYMENT	9
6.7 INVOICING INSTRUCTIONS	10
6.8 CERTIFICATIONS	10
6.9 APPLICABLE LAWS	10
6.10 PRIORITY OF DOCUMENTS	10
6.11 SACC <i>MANUAL</i> CLAUSES	10
ANNEX "A"	11
REQUIREMENT	11
ANNEXE A-1	16
PLAN CONTRÔLE D'ACCÈS – LACOLLE	16
ANNEX "C"	18
SECURITY REQUIREMENTS CHECK LIST	18
ATTACHMENT 1	21
MANDATORY TECHNICAL SPECIFICATIONS	21

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. At the date of bid closing, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2 Requirement

The requirement is detailed under Annex "A" of the resulting contract clauses.

1.3 Debriefings

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

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2015-07-03) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.1.1 SACC Manual Clauses

B1000T (2014-06-26), Condition of material – bid
B3000T (2006-06-16), Equivalent products

2.2 Submission of Bids

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

2.2.1 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 ten (10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 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.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid: two (2) hard copies

Section II: Financial Bid: one (1) hard copy

Section III: Certifications: one (1) hard copy

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

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

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

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

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

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

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

3.1.1 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

3.1.2 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

4.1.1.2 Point Rated Technical Criteria

4.1.2 Financial Evaluation

SACC Manual Clause [A0222T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default 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 will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

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

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed [Declaration Form](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information 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 provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

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

6.2 Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) (2015-09-03), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.3.2 Supplemental General Conditions

[4009](#) (2013-06-27), Professional Services – Medium Complexity, apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

While delivery is requested by December 11th, 2015, the best delivery that could be offered is _____.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Caroline Séguin
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
800 de la Gauchetière Street West, Suite 7300, Montreal (Quebec), H5A 1L6

Telephone: (514) 496-3734
Facsimile: (514) 496-3822
E-mail address: Caroline.Z.Seguin@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.

6.5.2 Project Authority

The Project Authority for the Contract is:

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

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

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

6.5.3 Contractor's Representative

The Contractor's representative is:

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

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

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in the Annex B – Basis of payment for a cost of \$ _____. Customs duties are included and Applicable Taxes are extra.

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

6.6.2 Limitation of Price

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

6.6.3 Single Payment

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

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

6.6.4 SACC Manual Clauses

SACC Manual clause [C2605C](#) (2008-05-12), Canadian Customs Duties and Sales Tax – Foreign-based Contractor

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications

6.8.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.9 Applicable Laws

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

6.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 4009 (2013-06-27), Professional Services – Medium Complexity;
- (c) the general conditions 2010A (2015-09-03), General Conditions - Goods (Medium Complexity);
- (d) Annex A, Requirement;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) the Contractor's bid dated _____ .

6.11 SACC Manual Clauses

[A9068C](#) (2010-01-11), Government Site Regulations
[B1006C](#) (2014-06-26), Condition of material – Contract
[B1501C](#) (2006-06-16), Electrical equipment
[G1005C](#) (2008-05-12), Insurance

ANNEX "A"

REQUIREMENT

1. Purpose

The purpose of this document is to define the requirements for Canada Border Services Agency (CBSA) for the delivery and installation of a security system that includes card access control, an alarm system and a set of panic buttons linked to an alarm panel for the Lacolle border crossing building in Lacolle. This new building, referred hereunder as "Lacolle building", is located on the Highway 15 in St-Bernard-de-Lacolle (J0J 1J0).

The delivered system must be complete, without any limitation to this Requirement. The suppliers must demonstrate in their bid that they are able to deliver a complete and functional product. Unless otherwise specified, all pieces of equipment that are mentioned in this document must be provided by the supplier.

The system to be installed in the Lacolle building must be connected to the system included in the adjacent building. In order to be compatible to the system in the adjacent building, the supplier must install an access-control system by using KANTECH equipment and must use the proximity technology on the WEIGAND protocol. The supplier must program the access cards in the existing database, which uses the Entrapass Special Edition software. The supplier must install an anti-intrusion alarm system, including a Piezo alarm, offering the option of being integrated into the computer station. However, this integration is not part of the current requirement.

2. General description

The supplier is responsible for delivering and installing a security system including, but not limited to, the following:

- A. Delivery, installation and start-up of an access control system for the rooms specified on the enclosed plan (Annex A-1).
- B. Programming of new control points in the existing system.
- C. Delivery, installation and start-up of the anti-intrusion alarm system and the panic button system connected to the rooms specified in the plan.
- D. The cabling must be provided by and installed by the supplier.
- E. The supplier must replace the acoustic ceiling tiles that the supplier will move in order to install the requested equipment. The supplier must replace, at their own cost, all tiles damaged by the supplier.

3. Technical terms

- Access controller: or door controller, which connects all of the peripheral devices required for an access control system.
- Card reader: device often mounted to the wall near the controlled door that reads access cards.
- WEIGAND protocol: communication protocol between a reader and an access controller.

4. Duration of work

The supplier must carry out the full mandate no later than three (3) weeks after the contract has been awarded. Work must be carried out during the day, between 7:30 am and 6:00 pm.

5. Scope of work

A- Access control system for rooms specified on the enclosed plan (Annex A-1)

The supplier must provide and install a card access control system on twenty (20) doors of the Lacolle building. As indicated in Annex A-1, two (2) of these doors are controlled on both sides.

The components and the installation must be ULC-compliant (Underwriters' Laboratories of Canada).

The access control system must be able to record authorized accesses, unauthorized access attempts and infractions, and must allow for specific reports about the events and the time they occurred to be printed out.

The access control system must be adapted to the mortise lock mechanism and an electric strike, or electromagnet mechanism, that has already been installed on site by the hardware supplier.

The supplier must connect the proximity card readers to the existing hardware. Boxes and Merlin conductors are already provided to store the card readers.

The supplier must carry out the programming of the new site and of the controlled doors, upon client's instructions and do a system start-up, as well as all tests required.

Proximity card readers

The supplier must provide twenty-two (22) proximity card readers. Electrical boxes that are 50 mm x 100 mm in size are already in place for the card readers. The proximity card readers must cover this opening (model Extended Secure Format (XSF) P 325 or equivalent). The readers must control the various H.E.S. Abloy electrical strikes (models 9500, 1006CS or other), or the electromagnets, provided and pre-installed. The readers must be mounted on the wall at the locations specified on the plan: "Access Control Plan – Lacolle" enclosed herein Annex A-1.

The supplier must use KANTECH equipment in order to comply with the existing system.

The card readers must use proximity technology on the WEIGAND protocol. The card readers must include an audible alarm.

Proximity access cards

The supplier must provide 50 XSF proximity cards in order to ensure compatibility with the system in the adjacent building.

Access controllers

The access card system must enable access to be given to a specific door for a limited or unlimited time period. Once it is programmed, the card that is held up to a proximity reader must deactivate the electric strike or electromagnet and allow for access when permitted by the user's security level. Exits must be

automatically authorized by a detector (request to exit), except for the 2 doors controlled on both sides by a card reader.

The KANTECH access controllers must allow for the card readers to be linked, direct unlocking exits (dry contact) to electric strikes, solid-state exits to the reader indicators and audible alarms, entrances supervised by end of the line resistors in the components, as well as communication with the network controller. Specifically, the supplier must connect by modem the access controllers of the Lacolle building to the existing control system and computer in room C-141 of the adjacent commercial building. In the Lacolle building, the controllers must be installed in room C-3.18 in the electrical outlets connected to the emergency panel.

The supplier must provide the communication module (modem). The supplier must provide the transformers and batteries required for operation. In the event of a power outage, the entire system must be operational for a minimum of 6 hours.

Controllers must be installed locally inside the rooms in a metallic box equipped with a surveillance contact. The supplier must provide the metallic boxes required. The box key must be identified and given to the onsite CBSA authorities. The telephone line is provided by CBSA.

The addition of new equipment and user access cards must be programmed in the existing database, i.e. Entrapass Special Edition.

The Lacolle building has a set of electromagnet-controlled double doors that has been provided and installed. At required locations (2 sets of double doors), access control must be coordinated with the automatic door opening system.

All authorized and non-authorized accesses must be recorded and stored in memory in order to generate specific reports by site and by time period.

Magnetic contacts

A magnetic contact must be installed on each of the twenty (20) doors to be monitored. Magnetic contacts must be flush mounted and affixed solidly on all the doors. The contacts must be installed vertically and 4 inches high on the frame, on the latch site where possible. A discrete colour is requested so that the colour of the door and the frame match. All door contacts must be connected with an end of the line resistor installed where the door makes contact (required model 1078C-S/M or equivalent).

Request to exit detectors

A request to exit detector must be installed above the doors in order to allow for exits without creating alarm incidents in the system, except for the 2 doors controlled on both sides by readers. For these doors, a failsafe electric strike has been connected to the fire alarm. Installation of the access control on these doors must be coordinated with the installation of the request to exit detectors.

Double door with automatic door opening system (2nd floor)

The double doors located on the second floor are provided with an automatic door opening system for mobility impaired people. The access control and automatic door opening system must be linked together for joint operation of both systems (planned for by the project's engineers).

Audible alarm

To prevent intrusions, an audible system must activate when a door remains open for too long. The system must easily adjust to how long the doors are open. The duration may be different from one door to another: anywhere from a few seconds to an unlimited amount of time.

The system provided by the supplier must include two (2) Piezo alarms (one on the main floor and one on the second floor). A Piezo alarm for the card readers is sufficient for the doors.

Power supply

The supplier must provide a regular power supply, protected by automatic reset thermal fuses.

B- Anti-intrusion alarm system and panic button system

The system must be a closed circuit system and must not be linked to a power plant.

The anti-intrusion alarm system must be installed for room C-6.1. The programming details will be communicated to the chosen supplier. The four (4) panic buttons must be linked to the anti-intrusion alarm system. All alarm points must be clearly identified on the keyboards when an alarm is triggered. The two keyboards must be able to manage the entire alarm system, regardless of the area where they are installed. Besides an alarm on the keyboards, the activation of these wired buttons must immediately trigger a Piezo alarm in the office area and on the 2nd floor, as well as a red strobe light. All system keyboards must display the location of the panic button that was activated. This equipment must be provided by the supplier and installed in the open area on the first floor and on the exterior wall of room C-6.1.

All anti-intrusion alarm system and access control system actions must be recorded and stored in memory. The anti-intrusion alarm system must offer the option of being integrated into the computer station that manages access control without having to be integrated into Entrapass Special Edition. This integration is not part of this current requirement.

Motion detectors

The motion detectors must be dual-technology detections. All motion detectors must be connected with an end of line resistor installed in the motion detector.

In the event of a power outage, the anti-intrusion alarm and access control systems must be operational on batteries for a minimum of 6 hours. The electrical jacks are connected to the emergency generator system.

Intrusion alarm panel and system control station

The supplier must provide panels with screens that arm and disarm the alarm system and allow for clear messages such as "exit delay" to be read.

Training

The supplier must provide training on the operation of the anti-intrusion and access control systems, as well as on modem connection, for two (2) to five (5) people.

6. Deliverables

A. Access control system

- The required number of controllers for 20 doors that comply with the technical requirements set out in this document (including power supply, boxes and pieces of equipment required for installation);
- One (1) modem to link the system controllers to the existing system of the adjacent building;
- Twenty-two (22) proximity access card readers in XSF, P325 format or equivalent;
- Fifty (50) proximity access cards in XSF format; and
- Programming and start-up, including necessary tests.

B. Anti-intrusion alarm system

- One (1) anti-intrusion alarm system that complies with the technical requirements set out in this document;
- Two (2) keyboards;
- Two (2) Piezo alarms and red strobe light;
- Four (4) wired panic buttons;
- Programming and start-up, including necessary tests.

C. Documentation

- Detailed list of all the equipment that will be installed, including the manufacturers' names, the original parts or the model numbers, as well as brochures that explain the equipment;
- Full documentation that covers all technical aspects and system operations (electronic version). The document must be provided in English and French.

D. Training

- Offer training on how the access control and the anti-intrusion alarm systems work, as well as modem connection, for two to five people.

**ANNEX B
BASIS OF PAYMENT**

No.	Description	Quantity	Unit price	Total price
1	Access control :		\$ _____	\$ _____
	- Controllers ⁽¹⁾	22	\$ _____	\$ _____
	- Proximity card readers	20	\$ _____	\$ _____
	- Magnetic contacts for each door to be monitored ⁽¹⁾			
	- Request to exit detectors ⁽²⁾	18	\$ _____	\$ _____
	- Modem	1	\$ _____	\$ _____
	- Power supply	_____	\$ _____	\$ _____
- Batteries (minimum of 6 hours)	_____	\$ _____	\$ _____	
2	Proximity access cards	50	\$ _____	\$ _____
3	Anti-intrusion alarm system, compliant with technical specifications mentioned in the Contract, including :			
	- Wired panic buttons Boutons panique	4	\$ _____	\$ _____
	- Audible alarm (Piezo)	2	\$ _____	\$ _____
	- Red strobe light	1	\$ _____	\$ _____
4	Keyboards	2	\$ _____	\$ _____
5	Documentation as described in section 6.C) of Annex A	S/O		\$ _____
6	Training as described in section 6.D) of Annex A ⁽³⁾	S/O		\$ _____
7	Systems installation (including required tests), programming and start-up	S/O		\$ _____
8	Transportation and shipping	S/O		\$ _____
TOTAL (taxes excluded)				\$ _____

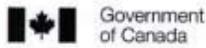
⁽¹⁾ The Lacolle building has twenty (20) doors. However, two doors must be controlled on both sides.

⁽²⁾ All controllers must be able to control access to the 20 doors. The number of controllers required to control the 20 doors is left up to the discretion of the bidder.

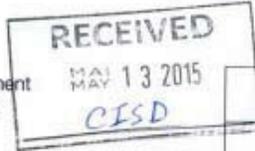
⁽³⁾ The instructors' travel costs are included.

ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST



Gouvernement du Canada



Contract Number / Numéro du contrat

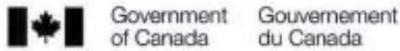
QUE-2016-009

Security Classification / Classification de sécurité
UNCLASSIFIED

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	Canada Border Services Agency	
2. Branch or Directorate / Direction générale ou Direction Infrastructures fixes		
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 Acquisition et installation Contrôle d'accès Lacolle commercial		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>		
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO RESTRICTED <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO DIFFUSION RESTREINTE <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	NATO CONFIDENTIAL <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>	NATO SECRET <input type="checkbox"/>	TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	NATO SECRET <input type="checkbox"/>	TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>
	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	



Contract Number / Numéro du contrat QUE-2016-009
Security Classification / Classification de sécurité UNCLASSIFIED

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

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

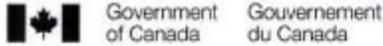
PRODUCTION

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



Contract Number / Numéro du contrat QUE-2016-009
Security Classification / Classification de sécurité UNCLASSIFIED

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui
- If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".**
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.
12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui
- If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).**
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

ATTACHMENT 1

MANDATORY TECHNICAL SPECIFICATIONS

A. Access control system

No.	Mandatory technical specification	Bid reference (page number and/or section)
1	The components and the installation must be ULC-compliant (Underwriters' Laboratories of Canada).	
2	The access control system must be able to record authorized accesses, unauthorized access attempts and infractions.	
3	The access control system must allow for specific reports about the events and the time they occurred to be printed out.	
4	The access control system must be adapted to the mortise lock mechanism and an electric strike, (electromagnet mechanism).	
5	The proximity card readers must be connected to the existing hardware.	
6	The proximity card readers must cover the electrical boxes' opening in size (50 mm x 100 mm), which are already in place.	
7	The readers must control the various H.E.S. Abloy electrical strikes (models 9500, 1006CS or other), or the electromagnets, provided and pre-installed.	
8	The supplier must use KANTECH equipment in order to comply with the existing system. The card readers must include an audible alarm	
9	The card readers must use proximity technology on the WEIGAND protocol. The card readers must include an audible alarm.	
10	The supplier must provide XSF proximity cards.	
11	The request for exit detectors must authorize exits automatically, except for the two doors controlled from both sides by a card reader.	
12	The supplier must provide KANTECH access controllers.	
13	The access controllers must allow the card readers to be linked, direct unlocking exists, to electric strikes, solid-state exits to reader indicators and audible alarms, entrances supervised by end of the line resistors in the components, as well as communication with the network controller.	
14	The access controllers must connect by modem the access controllers of the Lacolle building to the existing control system and computer in room C-141 of the adjacent building.	
15	The controllers must be installed locally inside the rooms in a metallic box equipped with a surveillance contact.	

16	The new equipment and user access cards must be programmed in the existing database (Entrapass Special Edition software).	
17	The access control must be coordinated with the automatic door opening system.	
18	The system must have the capacity to record and store in memory all authorized and non-authorized accesses in order to generate specific reports by site and by time period.	
19	The magnetic contacts must be flush mounted and affixed solidly on all the doors.	
20	All door contacts must be connected with an end of the line resistor installed where the door makes contact (required model 1078C-S/M or equivalent)	
21	The request to exit detectors installed above each door must allow for exits without creating alarm incidents, in the system, except for the 2 doors controlled on both sides by readers.	
22	An audible alarm must activate when a door remains open for a period X, anywhere from a few seconds to an unlimited period of time. The system must allow the period X to be adjusted easily.	
23	The system provided by the supplier must include two (2) Piezo alarms as well as a red strobe light.	
24	The supplier must include one (or more) regular power supply , protected by automatic reset thermal fuses.	
25	In the event of a power outage, the access control system must be operational on batteries for a minimum of 6 hours	

B. Anti-intrusion alarm system

No.	Mandatory technical specification	Bid reference (page number and/or section)
1	The system must be a closed circuit system and must not be linked to a power plant.	
2	The supplier must provide four (4) panic buttons, linked (wired) to the anti-intrusion alarm system.	
3	The supplier must provide two (2) keyboards.	
4	All alarm points must be clearly identified on the keyboards when an alarm is triggered.	
5	The two (2) keyboards must be able to manage the entire alarm system, regardless of the area where they are installed.	

6	The activation of the wired panic buttons must immediately trigger the a Piezo alarm in the office area and on the 2 nd floor, as well as a red strobe light.	
7	The two (2) keyboards must display the location of the panic button that was activated.	
8	The system must have the capacity to record and store in memory all actions by the anti-intrusion system.	
9	The anti-intrusion alarm system must offer the option of being integrated into the computer station that manages access control without having to be integrated into Entrapass Special Edition. This integration is not part of this current requirement	
10	The motion detectors must be dual-technology detections.	
11	The motion detectors must be connected with an end of line resistor.	
12	In the event of a power outage, the anti-intrusion system must be operational on batteries for a minimum of 6 hours.	
13	The supplier must provide panels with screens that arm and disarm the alarm system and allow for clear messages such as « exit delay » to be read.	