



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau, Québec K1A 0S5

Bid Fax: (819) 997-9776

**LETTER OF INTEREST**

**LETTRE D'INTÉRÊT**

Comments - Commentaires

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Electrical & Electronics Products Division

11 Laurier St./11, rue Laurier

7B3, Place du Portage, Phase III

Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> ACCESS CONTROL SYSTEM - NMSO	
<b>Solicitation No. - N° de l'invitation</b> E60HN-160ACS/A	<b>Date</b> 2015-12-11
<b>Client Reference No. - N° de référence du client</b> E60HN-160ACS	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$HN-460-68609
<b>File No. - N° de dossier</b> hn460.E60HN-160ACS	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-01-29</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Guertin, Benoit	<b>Buyer Id - Id de l'acheteur</b> hn460
<b>Telephone No. - N° de téléphone</b> (819) 420-0331 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

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## **PART 1 - INTRODUCTION**

A Request for Information (RFI) is used when detailed information and feedback is required from suppliers. Such requests might outline a potential requirement and request suppliers to provide feedback on specific questions. Responses will be used to assist PWGSC in finalizing a solicitation document.

The purpose of this RFI is to obtain Industry input and feedback on how we envision a standing offer for this commodity. **Closed Circuit Televisions are excluded as there is already a standing offer in place for this product. Monitoring services will also be excluded.**

The proposed standing offer will be used for the maintenance and/or minor extension of existing Intrusion Detection and Access Control System (IDACS) and will include the purchase of hardware, software and maintenance.

Following the solicitation process, PWGSC plans to issue multiple Regional Masters Standing Offer (RMSO) that will be divided into 7 regions:

- British-Columbia
- Prairies: Alb, Sask, Man,
- Ontario (Excluding NCR)
- National Capital Region (NCR)
- Quebec
- Maritimes: NB, PEI, NS, NFLD and Lab
- Areas with Comprehensive Land Claims Agreements: Yukon, NWT, Nunavut

Canada does not intend to award a standing offer on the basis of this notice or otherwise pay for the information solicited. Responders may submit commercial-in-confidence documents / information / data collected and the Government of Canada reserves the right to use the information submitted to assist in preparing technical and contractual plans/requirements.

It is understood and agreed that PWGSC shall, during and after the period of the RFI, treat as confidential and not divulge, unless authorized in writing by the Respondent, any information obtained from the Respondent that has been identified by Respondents as "confidential" or "proprietary", within their written response to this RFI.

**This is not a bid solicitation. A contract and/or standing offer will not result from this activity.**

**This RFI will not necessarily result in any procurement action. This RFI is for informational purposes only and does not constitute a commitment by Canada. Responses to this RFI will not constitute a commitment from the industry provider. Canada will not reimburse any expenses incurred for the preparation of responses to this RFI.**

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## PART 2 - VENDOR INSTRUCTIONS

1. **Responses are to be submitted to the PWGSC Bid Receiving Unit:**  
RFI no. E60HN-160ACS/A  
Bid Receiving – PWGSC, 11 Laurier Street, Place du Portage, Phase III,  
Gatineau, Quebec K1A 0S5  
Tel.: (819) 956-3366
2. **Please submit two (2) identical copies of the response**, which will remain with the Contracting Authority (PWGSC). Any response submitted will become the sole property of Canada and will not be returned to the supplier. The responses will be used to assist Canada in further analyzing the presented requirement and, as such, may be used in the development of a future solicitation process to be posted on [www.buyandsell.gc.ca](http://www.buyandsell.gc.ca)
3. **Response required by:**  
2:00 PM on January 29, 2016
4. **Inquiries**  
Please address all inquiries about this RFI to the Contracting Authority:  
  
Benoit Guertin  
Public Works and Government Services Canada - Place du Portage, Phase III  
11 Laurier Street, Gatineau, Quebec Canada K1A 0S5  
Telephone: (819) 420-0331 Email: [benoit.guertin@tpsgc-pwgsc.gc.ca](mailto:benoit.guertin@tpsgc-pwgsc.gc.ca)

## PART 3 - PROPOSED REQUIREMENTS

The intent is to have a standing offer in two sections:

Section A – Products: The intent is to have a manufacturer based section with a description of the types of products covered. We are proposing to have the following 9 categories of products to be covered:

Category	Example
1 card access control panels and associated components (i.e. communication and other related modules);	
2 system/card access software;	
3 Card/ readers	Cards, printers, readers
4 electric door strikes;	
5 burglar alarm control panels and associated components	keypads
6 burglar alarm related software for programming;	
7 burglar alarm end of line devices	motion and glass break detectors, door contacts
8 intercom equipment	door, master, sub-master stations
9 Incidental / installation material	

Q1: Please add, change or remove any categories as you see fit in order to obtain a more accurate list or reflect discount lists (ie combining MSRPs under one category).

Q2: Please provide a list of products and/or sub-categories for each category that you think should be covered. Be as specific you as you like. If possible, please provide example of MSRPs.

Section B – Services: We are proposing to have the following 3 categories of services covered. The intent is to have per diem rates for Section B

Category	Example
1. Installation (Included/Ancillary components)	Technician,
	tie-wraps, connectors etc

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2	Planning	software, infrastructure
3	Debugging / Investigation / Troubleshooting	

Q3: Please add, change or remove any categories as you see fit in order to obtain a more accurate list.

Q4: Please provide a list of tasks and/or sub-categories that you think should be included for each service. Be as specific you as you like.

Q5: Please provide a list of products you think should be included with installation.

Q6: Please provide a list of products you think should be charged extra installation. How can these items be priced?

Q7. Is it possible to include incidentals such as the following in the overall labour rate?

- Pre-molded audio/video/control/CAT5/fiber/power cable;
- Audio/video/control/CAT5/fiber connectors, jacks, couplers and adaptors;
- Mounting Hardware and Anchors (nuts, bolts, screws, tie wraps, threaded rod, pipes, flanges, ceiling plates, mud rings and aviation cabling);
- U-channel Mounting Hardware;
- Cable Management supplies (in rack, in room and external wall conduit, surface raceway, cable trays/boxes);
- Wall/face and cut-out plates and boxes;
- Custom Labels (cable, equipment, knob/button);
- Adhesives (electrical and double sided tape, Velcro);
- Power supplies (all types);

Q8: How can services be given without affecting any OEM/Distributor warranties?

In order to obtain a standing offer, Offeror's would have to;

- Submit discounts off MSRP lists in at least 7 of the 9 categories of Section A and 2 of the 3 categories of Section B.
- Be a recognized distributor or re-seller
- All distributors are required to ensure the manufacturer supplies the same manufacturer's suggested retail price list to all Offers' in order to allow discount comparison and ranking.
- All price lists must be in Canadian dollars and include shipping (except Land Claim Areas)

#### Financial

Q9. What should the maximum call-up limitation be set at in order to cover most of the clients' requirements: \$25K, \$40K, \$100K; \$200K, \$400K?

Q10. Any suggestions on how clients should choose which vendor to issue a call-up?

#### General

Q11. Any feedback on how the tool can or should be established/organised to ensure maximum efficiency for both client and industry.

Q12. Any issues shipping to Yukon, NWT, or Nunavut?

Q13. Do you agree that this SO should be used to upgrade systems only and any new systems should be done separately?

Q14. What scenario would be acceptable to sole source a requirement to a specific SO holder?

Q15. What scenario would be acceptable to limit a requirement to a specific manufacturer?

Q16. Any other comment or suggestions are welcomed.