

**RETURN BIDS TO:**

## RETOURNER LES SOUMISSIONS À:

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

## Request For a Standing Offer Demande d'offre à commandes

National Master Standing Offer (NMSO)  
Offre à commandes principale et nationale (OCPN)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

## Comments - Commentaires

This Solicitation contains Security Requirements

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

**Issuing Office - Bureau de distribution**  
Public Works and Government Services Canada/Travaux  
publics et Services gouvernementaux Canada  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

<b>Title - Sujet</b> Mobile Cranes with Operators	
<b>Solicitation No. - N° de l'invitation</b> W0142-16X016/A	<b>Date</b> 2015-12-18
<b>Client Reference No. - N° de référence du client</b> W0142-16X016	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$CAL-135-6400
<b>File No. - N° de dossier</b> CAL-5-38059 (135)	<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 2016-02-01</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Standard Time MST
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Denadi, Gilies	<b>Buyer Id - Id de l'acheteur</b> cal135
<b>Telephone No. - N° de téléphone</b> (403)612-9648 ( )	<b>FAX No. - N° de FAX</b> (403)292-5786
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> BASE COMMANDER CANADIAN FORCES BASE SUFFIELD ATTENTION: CMTT, BLDG 322 RALSTON, AB T0J 2N0	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<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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Client Ref. No. - N° de réf. du client  
W0142-16X016

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-5-38059

Buyer ID - Id de l'acheteur  
cal135  
CCC No./N° CCC - FMS No./N° VME

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## PART 1 - GENERAL INFORMATION

### 1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- |        |   |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement;   |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;   |
| Part 3 | Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;   |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;   |
| Part 5 | Certifications: includes the certifications to be provided;   |
| Part 6 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and  |
| Part 7 | 7A, Standing Offer, and 6B, Resulting Contract Clauses:<br><br>7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;<br><br>7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include the Statement of Work, the Basis of Payment, the Standing Offer Usage Report, the Insurance Requirements, and the Security Requirements Check List.

### 1.2 Summary

- 1.2.1 To establish a Regional Individual Standing Offer (RISO) to provide for the short term rental of 30, 50 and 60 ton mobile cranes complete with operators using the recommended process. This Standing Offer is for the Department of National Defence (DND), including the British Army Training Unit Suffield (BATUS), and Defence Research and Development Canada (DRDC), at Canadian Forces Base Suffield, Ralston, Alberta, as and when requested basis, during the period of the Standing Offer.
- 1.2.2 The period of the Standing Offer will be for one (01) year, from April 01, 2016 to March 31, 2017 with two (2) one (1) year option periods (April 01, 2017 to March 31, 2018; and April 01, 2018 to March 31, 2019).
- 1.2.3 This procurement contains a MANDATORY requirements. See Part 4 for details.

- 
- 1.2.4 The contractor will accept changes to a call-up to the Standing Offer with 48 hours written notice without additional charge at any time during the rental period. The contractor will cease billing effective the date and time notified by the Department of National Defence.
  - 1.2.5 As per the Integrity Provisions under section 01 of Standard Instructions 2006, offerors must provide a list of all owners and/or Directors and other associated information as required. Refer to section 4.21 of the Supply Manual for additional information on the Integrity Provisions.
  - 1.2.6 The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

### 1.3 Security Requirements

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Offerors 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.

### 1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2015-07-03) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 180 days

### 2.2 Submission of Offers

Offers 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 Request for Standing Offers.

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## 2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors 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 Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

## 2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 Offerors.

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

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

Section I: Technical Offer (one hard copy)

Section II: Financial Offer (one hard copy)

Section III: Certifications (one hard copy)

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

Canada requests that Offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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, Offerors 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 Offer**

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

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with the "Annex B, Basis of Payment". The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Payment by Credit Card**

Canada requests that Offerors complete one of the following:

- (a) ☐ Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA \_\_\_\_\_  
Master Card \_\_\_\_\_

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

##### **3.1.2 Exchange Rate Fluctuation**

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

#### **Section III: Certifications**

Offerors must submit the certifications required under Part 5.

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

#### **4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

##### **4.1.1 Technical Evaluation**

###### **4.1.1.1 Mandatory Technical Criteria**

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## **MANDATORY REQUIREMENTS - Precedent to issuance of a Standing Offer**

Failure to comply with the following Mandatory Requirements will result in rejection of the offer.

- i) Proof of Insurance - per attached Annex D.
- ii) Security Requirements - per attached Annex E.

### **4.1.2 Financial Evaluation**

- a) Price Schedule - A rate must be entered for each item.
- b) Offers retained pursuant to Part 4, will be evaluated on the basis of the total estimated amount quoted, Applicable Taxes extra. It is anticipated that one (1) standing offer will be issued to the lowest compliant offeror.

The estimated quantities listed at Annex "B" are for evaluation purposes only and will not form part of any resulting Standing Offer.

#### **4.1.2.1 Evaluation of Price**

*SACC Manual* Clause [M0222T](#) (2013-04-25), Evaluation of Price

### **4.2 Basis of Selection**

#### **4.2.1 Basis of Selection**

*SACC Manual* Clause [M0069T](#) (2007-05-25), Basis of Selection

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Required with the Offer**

Offerors must submit the following duly completed certifications as part of their offer.

#### **5.1.1 Declaration of Convicted Offences**

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Offeror must provide with its offer, 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.



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## 5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer non-responsive.

### 5.2.1 Integrity Provisions – List of Names

Offerors who are incorporated, including those submitting offers as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Offeror.

Offerors submitting offers as sole proprietorship, as well as those submitting offers as a joint venture, must provide the name of the owner(s).

Offerors submitting offers as societies, firms or partnerships do not need to provide lists of names.

### 5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror 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](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Employment and Social Development Canada-Labour's website.

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

## PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

### 6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
  - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
  - (b) the Offeror'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 7A - Standing Offer;
- (a) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.

3. For additional information on security requirements, Offerors 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.

## 6.2 Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex "D". If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

## PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 7.1 Offer

- 7.1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

#### 7.2 Security Requirements

- 7.2.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Standing Offer.

#### 7.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

##### 7.3.1 General Conditions

2005 (2015-09-03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

##### 7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases, including those paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "A". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.  
The data must be submitted on a quarterly basis to the Standing Offer Authority.

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The quarterly reporting periods are defined as follows:

- 1<sup>st</sup> quarter: April 1 to June 30;
- 2<sup>nd</sup> quarter: July 1 to September 30;
- 3<sup>rd</sup> quarter: October 1 to December 31
- 4<sup>th</sup> quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than 15 calendar days after the end of the reporting period.

#### **7.4 Term of Standing Offer**

##### **7.4.1 Period of the Standing Offer**

The period for making call-ups and providing services against the Standing Offer is from April 1, 2016 to March 31, 2017.

##### **7.4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two one (1) option years' period from April 01, 2017 to March 31, 2018; and April 01, 2018 to March 31, 2019 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 14 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

#### **7.5 Authorities**

##### **7.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Gilles Denadi  
Supply Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Western Region  
1650, 635 - 8th Ave SW,  
Calgary AB T2P 3M3

Telephone: (403) 612-9648  
Facsimile: (403) 292-5786  
E-mail address: gilles.denadi@pwgsc-tpsgc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

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### 7.5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 7.5.3 Technical Authority

The Technical Authority for the Standing Offer is:

\*\*\*To be determined at contract award\*\*\*

The Technical Authority named above 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.

### 7.5.4 Offeror's Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

### 7.6 Identified Users

The Identified Users authorized to make call-ups against the Standing Offer are : Department of National Defence (DND) including the British Army Training Unit Suffield (BATUS), and Defence Research and Development Canada (DRDC), in Alberta, as detailed at Annex "A".

### 7.7 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer.

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## 7.8 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Applicable Taxes included).

## 7.9 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2015-09-03), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010C (2015-09-03) General Conditions – Services (Medium Complexity);
- e) Annex A, Statement of Work,
- f) Annex B, Basis of Payment;
- g) Annex D, Insurance Requirements;
- h) Annex E, Security Requirements Check List;
- i) the Offeror's offer dated \_\_\_\_\_ (To be determined).

## 7.10 Certifications

### 7.10.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing additional information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

## 7.11 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

## B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### 7.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

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## 7.2 Standard Clauses and Conditions

### 7.2.1 General Conditions

2010C (2015-09-03) General Conditions – Services (Medium Complexity) apply to and form part of the Contract.

### 7.3 Term of Standing Offer

#### 7.3.1 Period of the Standing Offer

The Work must be completed in accordance with the call-up against the Standing Offer.

### 7.4 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

SAAC Manual Clause M3025T (2014-11-27) Former Public Servant – Competitive Requirements

### 7.5 Payment

#### 7.5.1 Basis of Payment

#### 7.5.2 Limitation of Price

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

#### 7.5.3 Single Payment

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

#### 7.5.4 SACC Manual Clauses

C2000C (2007-11-30), Taxes - Foreign-based Contractor

C2605C (2008-05-12), Canadian Customs Duties and Sales Tax - Foreign-based Contractor

#### 7.5.5 Payment by Credit Card

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

### 7.6 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:
- The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

#### **7.7 Insurance Requirements**

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

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

#### **7.8 SACC Manual Clauses**

A9006C (2012-07-16), Defence Contract

A9062C (2011-05-16), Canadian Forces Site Regulations

D5328C (2014-06-26), Inspection and Acceptance

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## **ANNEX "A"**

### **STATEMENT OF WORK**

For the provision of all labour, equipment, materials, supervision and expertise including delivery and pickup, for the short term rental of 30, 50 and 60 ton mobile cranes complete with operator, for the Department of National Defence including the British Army Training Unit Suffield (BATUS) and Defence Research and Development Canada at Canadian Forces Base Suffield, Ralston, Alberta. Services are to be provided on an "as required" basis.

#### **1. Background**

The services requested will be in support of Canadian Forces Base Suffield to augment their existing fleet. When demand fluctuates due to operational and environmental conditions, the Department of National Defence may be required to hire equipment to supplement their existing capacity. The equipment will be managed by the G4 Transport Section.

#### **2. Tasks**

The Contractor will provide mobile crane services with operators upon request for Canadian Forces Base Suffield to lift/move objects as identified by Department of National Defence staff. Objects to be lifted and/or moved may include, but are not limited to, culverts, vehicles – both tracked and wheeled, sea cans, steel plates and various trailers. The supplier must be able to provide any additional equipment necessary to conduct the lift such as spreader bars. Such equipment can be charged separately and listed as a miscellaneous rental.

The Supplier will be given specifications of the lift to be performed including weights and dimensions by the call-up authority at the time of the call-up. The Supplier will be responsible to determine what size of crane is needed. The Supplier will also advise the call-up authority any need for additional equipment at the time of the request.

A designated person(s) will meet the supplier on arrival at the location specified at the time of call-up and will be escorted to the job site. Objects(s) to be lifted and or moved will be identified at the job site by the designated person(s) as will the location which they are to be moved to.

The contractor will accept changes to a call-up to the Standing Offer with 48 hours written notice without additional charge at any time during the rental period. The contractor will cease billing effective the date and time notified by the Department of National Defence.

Any conditions normally applied by the contractor and listed in the contractor's rental agreement or acceptance form will not supersede the above listed conditions.

#### **3. Constraints:**

Equipment may be required to travel on gravel surfaced roads.

If the Contractor is subleasing a piece of equipment, the Contractor must first notify the Project Manager.

The supplier may be required to lift objects onto other civilian contractors' equipment as well as Department of National Defence assets and so must have suitable liability insurance for such tasks.



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The delivery/pickup charges shall only apply once during the period of hire. Breakdown removals and replacement for breakdowns will not be paid for by Canada and are the responsibility of the Contractor. Should a crane unit break down, charges will cease immediately until a replacement unit arrives. No delivery charges will apply to the replacement unit.

The contractor must ensure that all equipment supplied must meet the provisions of the Motor Vehicle Safety Act of Canada, the Alberta Traffic Safety Act, the Alberta Use of Highways and Rules of the Road regulations and/or any applicable Provincial or other Safety Standards and the regulations hereunder that are in force on the date of its manufacture. All operators supplied by the Contractor must be fully qualified to operate the equipment in question in accordance with Provincial standards and all equipment must meet any applicable safety standards. Contractor's operators must produce proof of qualifications/certifications if asked at any time by a DND representative, while completing work on location. DND reserves the right to seek proof of such qualifications and to reject any operators or equipment that do not meet all applicable Provincial and or Federal licensing requirements or safety standards.

#### **4. Acceptance**

The Technical Authority shall acknowledge the acceptance of deliverables under separate correspondence. If the contractor has not received a notification to the contrary within ten (10) working days, the deliverable will be deemed to have been accepted.

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## ANNEX "B"

### BASIS OF PAYMENT

**\* Applicable Taxes are to be excluded from the prices quoted herein\***

**\* Applicable Taxes will be added as a separate item on the invoice, if applicable \***

Prices herein are inclusive firm prices for the provision of mobile crane services with operators upon request in accordance to Annex "A" – Requirement, to Canadian Forces Base Suffield.

#### Miscellaneous & Emergency Expenses

Additional expenses and emergency costs will only be paid to the contractor upon approval by the Project Authority prior to expenses being incurred.

#### Audit

Time charged and contract price of material, if any, maybe verified by the Government audit before or after payment is made under the terms of the Standing Offer.

#### Overweight and/or Oversize Permit Charges

Any additional permits, required and approved by the site authority, will be obtained by the contractor and the cost will be reimbursed by Canada at the contractor's net cost. Receipts **must** accompany the invoice unless indicated in writing at time of call-up.

#### Estimated Quantities

The estimated quantities listed herein are for evaluation purposes only and will not form part of the resulting Standing Offer.

### SCHEDULE A) April1, 2016 to March 31, 2017

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price	Estimated total price
1.	<b>All inclusive Lump Sum Price for the Rental:</b>  <b>a) During Regular Hours:</b> 0800 - 1600 hours, Monday through Friday  i)30 ton crane with operator ii) 50 ton crane with operator	Per hour	32		

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	iii) 60 ton crane with operator  <b>b) Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per hour Per hour  Per hour Per hour Per hour	64 80  8 8 8		
2.	<b>Round trip cost from point of origin to Canadian Forces Base Suffield and return:</b>  <b>a) During Regular Hours:</b> 0800 - 1600 hours, Monday through Friday  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator  <b>b) Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per trip Per trip Per trip  Per trip Per trip Per trip	4 8 10  2 2 2		
3.	Miscellaneous Rental: Equipment that is rented during the period of the Standing Offer, that is not otherwise listed, will be charged in accordance with the Supplier's Rental Fleet Standard Rate for Inventory, less a discount of:	n/a	\$ 5000	_____ %	\$
4.	Cancellation Charge: Lump sum price per unit (Pilot cars, tractor, trailer, jeep etc.) for a cancellation with less than 24 hours' notice where the equipment has not left the terminal.	each	2		
<b>Sub Total A): Estimated Total Amount 1st Year ; APPLICABLE TAXES EXTRA</b>					<b>\$ _____</b>

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**SCHEDULE B) April1, 2017 to March 31, 2018**

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price	Estimated total price
1.	<b>All inclusive Lump Sum Price for the Rental:</b>  <b>a) During Regular Hours:</b> 0800 - 1600 hours, Monday through Friday  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator  <b>b) Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per hour Per hour Per hour   Per hour Per hour Per hour	32 64 80   8 8 8		
2.	<b>Round trip cost from point of origin to Canadian Forces Base Suffield and return:</b>  <b>a) During Regular Hours:</b> 0800 - 1600 hours, Monday through Friday  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator  <b>b) Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per trip Per trip Per trip   Per trip Per trip Per trip	4 8 10   2 2 2		
3.	Miscellaneous Rental: Equipment that is rented during the period of the Standing Offer, that is not otherwise listed, will be charged in accordance with the Supplier's Rental Fleet Standard Rate for Inventory, less a discount of:	n/a	\$ 5000	_____ %	\$

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4.	Cancellation Charge: Lump sum price per unit (Pilot cars, tractor, trailer, jeep etc.) for a cancellation with less than 24 hours' notice where the equipment has not left the terminal.	each	2		
<b>Sub Total A): Estimated Total Amount 1st Year ; APPLICABLE TAXES EXTRA</b>					\$ _____

**SCHEDULE C) April 01, 2018 to March 31, 2019**

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price	Estimated total price
1.	<b>All inclusive Lump Sum Price for the Rental:</b>  <b>a) During Regular Hours:</b> 0800 - 1600 hours, Monday through Friday  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator  <b>b) Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per hour Per hour Per hour      Per hour Per hour Per hour	32 64 80      8 8 8		
2.	<b>Round trip cost from point of origin to Canadian Forces Base Suffield and return:</b>  <b>a) During Regular Hours:</b> 0800 - 1600 hours, Monday through Friday  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per trip Per trip Per trip	4 8 10		

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	<b>b) Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) 30 ton crane with operator ii) 50 ton crane with operator iii) 60 ton crane with operator	Per trip Per trip Per trip	2 2 2		
3.	Miscellaneous Rental: Equipment that is rented during the period of the Standing Offer, that is not otherwise listed, will be charged in accordance with the Supplier's Rental Fleet Standard Rate for Inventory, less a discount of:	n/a	\$ 5000	_____ %	\$
4.	Cancellation Charge: Lump sum price per unit (Pilot cars, tractor, trailer, jeep etc.) for a cancellation with less than 24 hours' notice where the equipment has not left the terminal.	each	2		
<b>Sub Total A): Estimated Total Amount 1st Year ; APPLICABLE TAXES EXTRA</b>					\$ _____

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**ANNEX "C"**

**STANDING OFFER USAGE REPORT**

**Return to:**

WST.PA-CAL@pwgsc-tpsgc.gc.ca

Facsimile: (403) 292-5786

**The usage reports must be submitted no later than fifteen (15) calendar days after the end of the reporting period.**

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

**STANDING OFFER NO:**  
**DEPARTMENT OR AGENCY:**

**REPORTING PERIOD:** ☐ April 1 to June 30 ☐ July 1 to September 30  
☐ October 1 to December ☐ 31 January 1 to March 31

Call-up No.	Description	Value of each call-up (GST included)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total Dollar Value Call-ups for this reporting period:		

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

**PREPARED BY:**  
**NAME:** \_\_\_\_\_

**TELEPHONE NO.:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

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## **ANNEX "D"**

### **INSURANCE REQUIREMENTS**

#### **Commercial General Liability Insurance**

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.



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**ANNEX “E”**  
**SECURITY REQUIREMENTS CHECK LIST**  
**(Attached)**



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

W042-16X016

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		2. Branch or Directorate / Direction générale ou Direction
DND, CFB SUFFIELD		G4 TN
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 Provide for the short-term rental of 30, 50 and 60 ton mobile cranes complete with operators, for the Department of National Defence, including the British Army Training Unit Suffield, and Defence Research and Development Canada, on an as when when required basis.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: 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 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"/>



Government  
of Canada

Gouvernement  
du Canada

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Security Classification / Classification de sécurité <b>Unclassified</b>

**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 ☐ Yes  
Non 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 ☐ Yes  
Non 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<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET-SIGINT<br>TRÈS SECRET-SIGINT            | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |   |   |  |

Special comments:

Commentaires spéciaux : This SRCL is being submitted as the contractor requires unescorted access to a Controlled Access Zone/Area

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
Non Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non Oui





Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

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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 CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
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"/>	<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"/>	<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"/>	<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 indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

WD42-16X016

Security Classification / Classification de sécurité  
Unclassified

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

Michael Bischke

Title - Titre

G4 TN Procurement Clerk

Signature

Telephone No. - N° de téléphone

403-544-4364

Facsimile No. - N° de télécopieur

403-544-4379

E-mail address - Adresse courriel

michael.bischke@forces.gc.ca

Date

13-Feb-2015 6 Jul 15 PM

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

Dawn Murray - DDO - Industrial Security

SRCI Team Lead

Title - Titre

Signature

Telephone No. - N° de téléphone

416-896-0074

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

E-mail: dawn.murray@forces.gc.ca

E-mail address - Adresse courriel

Date

7 July 2015

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☒ No ☐ Yes  
Non Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

DENADI, GILLES

Title - Titre

PROCUREMENT OFFICER

Signature

Telephone No. - N° de téléphone

403-612-9648

Facsimile No. - N° de télécopieur

403-292-5784

E-mail address - Adresse courriel

GILLES.DENADI@PWGSC

TPSGC

Date

December 18, 2015

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)

DENNIS MURPHY

Title - Titre

QC Officer

Signature

Telephone No. - N° de téléphone

613-948-1622

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

dennis.murphy@pwgsc.gc.ca

E-mail address - Adresse courriel

Date

August 1st, 2015