

SHARED SERVICES CANADA

INVITATION TO QUALIFY (ITQ) PHASE

OF THE

INTERNATIONAL INMARSAT SATELLITE SERVICES (IISS)

STREAM 1 - INMARSAT DEDICATED CAPACITY SERVICES AND

**STREAM 2 - TERMINAL EQUIPMENT, INMARSAT BANDWIDTH ON-
DEMAND SERVICES AND TERMINAL EQUIPMENT**

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INVITATION TO QUALIFY (ITQ) INTERNATIONAL INMARSAT SATELLITE SERVICES (IISS) FOR SHARED SERVICES CANADA

PART 1 GENERAL INFORMATION

This document is an Invitation to Qualify (ITQ) for the International Inmarsat Satellite Services (IISS) initiative that will be used by Canada to obtain "Inmarsat Satellite Services" and "Equipment" in support of Shared Services Canada (SSC) Clients.

This ITQ is neither a Request for Proposal (RFP) nor Request for Supply Arrangement (RFSA) nor a solicitation of bids or tenders. Its purpose is to identify those Respondents that possess the qualifications required by SSC for participation in the next phase of the procurement process. No contract will result from this ITQ. Canada reserves the right to cancel this ITQ at any time during the ITQ phase or any other phase of the procurement process. Given that this ITQ may be cancelled by Canada in part or in its entirety, it may not result in any of the subsequent procurement processes described in this solicitation. Respondents may withdraw from the ITQ process at any time

This ITQ represents the first stage for the procurement of the IISS for Canada. An overview of the procurement process can be found in Section 3 - Procurement Process.

1.1 PARTS OF THE ITQ

Part 1 - General Information: provides an overview of the requirements for Government of Canada International Inmarsat Satellite Service (IISS).

Part 2 - Respondent Instructions: set out instructions, clauses and conditions of the ITQ, which includes those of the Standard Acquisition Clauses and Conditions (SACC) Manual and some additional instructions and conditions specific to this ITQ.

Part 3 - Procurement Process: provides Respondents with an overview of the phases of the procurement process.

Part 4 - Response Preparation Instructions: provides Respondents with instructions on how to prepare and submit their response to this ITQ.

Part 5 - Security and Financial Requirements: includes information on the security clearances that are required by Canada at certain phases of the procurement process, as well as information on what financial information should be provided to Canada for evaluation during the Request for Proposal (RFP) Phase.

Part 6 - Evaluation Procedures and Basis of Qualification: indicates how the evaluation of the ITQ responses will be conducted, the evaluation criteria, and the basis for qualifying the Qualified Respondents that will continue in the procurement process.

Part 7 - Certifications: includes the certifications to be provided with responses.

1.2 INTRODUCTION

- a) The Government of Canada (GC / Canada) established Shared Service Canada (SSC) on August 4, 2011 with the mandate to operate and transform Canada's information technology (IT) infrastructure. Under that authority, SSC is responsible for providing

certain departments and Crown corporations with modern, reliable and secure IT infrastructure services that are cost-effective and that contribute to a greener government. Certain departments are required by the Shared Services Canada Act to use SSC for their IT infrastructure services. Other entities may on an optional basis also use SSC's IT infrastructure services in accordance with the Shared Services Canada Act. All entities that use SSC's services from time to time in accordance with the Shared Services Canada Act are collectively referred to in this ITQ as SSC's "Clients". A current list of the departments that are required to use SSC for their services are listed in Annex D.

- b) This document is an Invitation to Qualify (ITQ) for Stream 1 - Inmarsat Dedicated capacity and Stream 2 - Bandwidth on Demand, of the International Inmarsat Satellite Services (IISS) initiative that will be used by Canada to obtain "Terminal equipment" and "Satellite Services" to provide Satellite Connectivity and product Maintenance Services for these Solutions as well as all legacy solutions for Shared Services Canada (SSC) Clients. This will enable SSC to reduce costs, increase security, and enhance program delivery to Canadian citizens and businesses.
- c) All qualified Service Providers must be capable of providing one or both solutions which will ensure Satellite connectivity services as and when requested by SSC clients. SSC would have the option to award one or two contracts depending on the outcome of the ITQ and RFP processes.
- d) This Invitation to Qualify (ITQ) is neither a Request for Proposal (RFP) nor a solicitation of bids or tenders and is intended only to pre-qualify suppliers. Together this ITQ and the subsequent bid solicitation are the two parts of the solicitation process. No contract will result from this ITQ. The objective of this prequalification phase is a security assessment, which is described in detail in Part 4.
- e) The pre-qualified suppliers will be referred to as the Qualified Respondents in this solicitation process. Only the Qualified Respondents will be permitted to bid on the subsequent bid solicitation. Below are the intended phases of the solicitation process.
- f) Respondents must submit their responses for one or both service Stream. The mandatory evaluation criteria (response in Annexes B1 and B2) relate to the experience of respondents in the areas of requirements related to these two satellite service Streams.

Table1. Summary of the IISS Solution Streams

IISS Streams	Description
<p>Stream 1: Inmarsat Dedicated Capacity Services</p>	<ul style="list-style-type: none"> a) Dedicated Capacity Inmarsat services that includes the following: <ul style="list-style-type: none"> i. Inmarsat Assured Access Dedicated Capacity Services; ii. Inmarsat L-Tac Dedicated Capacity Services and equipment; iii. Inmarsat Global Xpress Dedicated Capacity Services and equipment; and iv. Terrestrial Dedicated Capacity Services. b) The Government of Canada has many satellite terminals that use a variety of Inmarsat Dedicated Capacity services, namely Inmarsat Assured Access Services and Inmarsat L-Tac.
<p>Stream 2: Inmarsat Bandwidth-on-demand ("BOD") Services and Terminal Equipment</p>	<ul style="list-style-type: none"> c) Inmarsat Bandwidth-on-demand ("BOD") as well as related services: <ul style="list-style-type: none"> i. Inmarsat BGAN and BGAN Link; ii. Inmarsat FBB;

IISS Streams	Description
	<ul style="list-style-type: none"> iii. Inmarsat SBB; iv. Inmarsat BGAN M2M; v. Inmarsat GSPS, IsatPhone and FleetPhone Services; vi. Inmarsat C; vii. Inmarsat Swift64; viii. Terrestrial Backhaul Services; and ix. Crew calling. d) The Government of Canada has several hundred satellite terminals that use a variety of Inmarsat services, namely Inmarsat C, IsatPhone, BGAN (Broadband Global Area Network), FBB (FleetBroadBand), SBB (SwiftBroadband) services.

- e) Given that this ITQ or the subsequent bid solicitation may be cancelled by Canada at any time in accordance with the applicable terms, it may not result in the subsequent procurement process described in this document. Because the ITQ is not a request for a proposal, suppliers who submit a response can choose not to bid on the subsequent bid solicitation.

1.3 TERMINOLOGY

- a) All elements of this document that are mandatory are identified by “must” or “mandatory”. To successfully qualify for further phases of the procurement, the Respondents must meet all mandatory requirements.
- b) The use of the phrase “is requested to” or “should” indicates that it is preferred, but not mandatory, that the Respondents comply with the instructions provided. Failure to comply will not fail a Respondent on that basis alone.

1.4 NATIONAL SECURITY EXCEPTION, DATA SOVEREIGNTY AND SECURITY

- a) Canada has invoked the National Security Exception in respect of this requirement and, as a result, none of the trade agreements apply to this procurement.
- b) SSC’s goal is to move the Government of Canada to a shared IT infrastructure. The protection of the data within and between this infrastructure is critical to the integrity of government programs and to national security and is also required pursuant to a number of laws, including privacy laws. While all data stored by Canada must be protected against unauthorized access, personal, confidential and sensitive data require even stronger levels of control. Canada’s network architecture will be designed with this in mind and a variety of security measures will be included in the Request for Proposal and/or Request for Supply Arrangements and resulting Supply Arrangement and Contract Clauses in this regard.

1.5 CONFLICT OF INTEREST – UNFAIR ADVANTAGE

- a) In order to protect the integrity of the procurement process, Respondents are advised that Canada may reject a response in the following circumstances:
 - i. if the Respondent, any of its affiliates or subcontractors, or any of their respective employees or former employees was involved in any manner in the preparation of the strategies and documentation related to this procurement process or is in any situation of conflict of interest or appearance of conflict of interest;

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- ii. if the Respondent, any of its affiliates or subcontractors, or any of their respective employees or former employees had access to information related to the bid solicitation that was not available to other suppliers and that would, in Canada's opinion, give or appear to give the Respondent an unfair advantage.
- b) The experience acquired by a Respondent who is providing or has provided the goods and services described in the ITQ (or similar goods or services) to Canada will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This Respondent remains, however, subject to the criteria established above.
- c) If Canada intends to disqualify a response under this section, the Contracting Authority will inform the Respondent and provide the Respondent an opportunity to make representations before making a final decision. Respondents who are in doubt about a particular situation should contact the Contracting Authority before the closing date. By submitting a response, the Respondent represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Respondent acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.
- d) Bidders are advised to refer to Conflict of Interest provisions at Article 18 of SACC 2003, Standard Instructions - Goods or Services - Competitive Requirements (dated: 2015-07-03) <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/20> and Conflict of Interest provisions of SACC 2035, general Conditions – Higher Complexity – Services (dated 2015-07-03), available on the Buy and Sell Website <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/3/2035/15>

PART 2 RESPONDENT INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

- a) All instructions, clauses and conditions identified in this ITQ only by number, date and title are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual issued by Public Works and Government Services Canada (PWGSC).
- b) Suppliers who submit a response agree to be bound by the instructions, clauses and conditions of the ITQ.
- c) Standard Instructions - Goods or Services - [Competitive Requirements 2003 \(2014-09-25\)](#)¹ are incorporated by reference into, and form part of, the ITQ, except that:
 - i. Wherever the term "bid solicitation" is used, substitute "Invitation to Qualify";
 - ii. Wherever the term "bid" is used, substitute "Response";
 - iii. Wherever the term "Bidder(s)" is used, substitute "Respondent(s)";
 - iv. Wherever the terms "Public Works and Government Services Canada" or "PWGSC" are used, substitute with "Shared Services Canada";
 - v. Section 3 is amended as follows: delete "Pursuant to the *Department of Public Works and Government Services Act*, S.C. 1996, c. 16".
 - vi. Section 7 is replaced by the following:
- d) A response delivered to the address specified on the cover page after the closing date and time but before all responses have been assessed may be considered, provided the Respondent can prove the delay is due solely to a delay in delivery that can be attributed to the Delivery Company. "Delivery Company" means an incorporated courier company, Canada Post Corporation, or a national equivalent of a foreign country. The only pieces of evidence relating to a delay that are acceptable are:
 - (A) a cancellation date stamp; or
 - (B) a courier bill of lading; or
 - (C) a date stamped labelthat clearly indicates that the response was received by the Delivery Company before the closing date.
- e) Postage meter imprints, whether imprinted by the Respondent or the Delivery Company, are not acceptable as proof of timely mailing.
- f) Subsection 05(4), which discusses a validity period, does not apply, given that this ITQ invites suppliers simply to qualify. Canada will assume that all suppliers who submit a Response wish to continue to qualify unless they advise the Contracting Authority that they wish to withdraw their Response;
- g) Regarding Section 01 Integrity Provisions – Bid, Shared Services Canada has adopted PWGSC's Integrity Framework for bids. However, at SSC, the Integrity Framework is applied only at the time that an instrument (either a contract or a standing offer) is awarded. As a result, SSC does not apply the Integrity Framework to pre-qualification processes, such as ITQs or supply arrangements. and
- h) Delete subsection 20 (2).
- i) Section 10 of the 2003 Standard Instructions - Goods and Services - Competitive Requirements is amended by:

¹ <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/1/2003/19>

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- (A) changing the title to read "Legal Capacity and Ownership and Control Information";
 - (B) numbering the first paragraph as number 1.; and
 - (C) adding the following paragraphs to the section:

2. The Bidder must provide, if requested by the Contracting Authority, the following information as well as any other requested information related to the ownership and control of the Bidder, its owners, its management and any related corporations and partnerships:

- (A) An organization chart for the Bidder showing all related corporations and partnerships;
- (B) A list of all the Bidder's shareholders and/or partners, as applicable; if the Bidder is a subsidiary, this information must be provided for each parent corporation or partnership, up to the ultimate owner; and
- (C) A list of all the Bidder's directors and officers, together with each individual's home address, date of birth, birthplace and citizenship(s); if the Bidder is a subsidiary, this information must be provided for each parent corporation or partnership, up to the ultimate owner.

In the case of a joint venture Bidder, this information must be provided for each member of the joint venture. The Contracting Authority may also require that this information be provided in respect of any subcontractors specified in a bid.

3. For the purposes of this section, a corporation or partnership will be considered related to another party if:

- (A) they are "related persons" or "affiliated persons" according to the Canada Income Tax Act;
- (B) the entities have now or in the two years before the closing date had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
- (C) the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.

j) Section 12 of the 2003 Standard Instructions – Goods and Services – Competitive Requirements is amended by adding the following subsection 4:

Canada also reserves the right to reject a bid where Canada is of the opinion that awarding the contract to the Bidder could be injurious to the national interest or to national security.

k) For the purposes of this ITQ, the PWGSC policies referenced within the Standard Instructions are adopted as SSC policies.

l) If there is a conflict between the provisions of Standard Instructions – Goods or Services – Competitive Requirements 2003 and this document, this document prevails.

2.2 Submission of Responses

- a) Responses must be submitted to the Contracting Authority by the date, time and to the address all indicated on page 1 of the ITQ.
- b) Responses must be submitted to SSC by:
 - i. the Respondent's representative in person; or
 - ii. registered mail; or
 - iii. an incorporated courier company.

- c) If the Respondent plans to deliver the response by hand or by courier to the Contracting Authority, the Respondent is requested to contact the Contracting Authority at SSC.telecomconsultation-consultationtelecom.SPC@canada.ca mailbox at least 48 hours before the closing date to make arrangements for the delivery date and time of its intended response. If the Respondent does not make arrangements 48 hours in advance with the Contracting Authority for delivery of its response, SSC may be able to accommodate the Respondent, but SSC is not responsible for making a representative available to receive the response at any time other than the closing time. Upon receipt of any response delivered by hand or by courier, the Respondent or the courier, as well as the SSC Contracting Authority, must sign an SSC bid receipt confirmation form, a copy of which will be provided to the Respondent or Courier Company.
- d) Due to the nature of the ITQ, responses transmitted by facsimile or e-mail to Shared Services Canada will not be accepted.
- e) Respondents intending to submit a response are requested to send an e-mail notification to SSC.telecomconsultation-consultationtelecom.SPC@canada.ca prior to the closing date indicating their intention to submit a response.

2.3 Enquiries and Comments During the ITQ Response Period

- a) All enquiries regarding this ITQ must be submitted by email to SSC.telecomconsultation-consultationtelecom.SPC@canada.ca no later than 20 Federal Government Working Days (FGWDs) before the ITQ closing date. Enquiries received after that time may not be answered.
- b) Respondents should reference as accurately as possible the section and numbered item of the ITQ to which the enquiry relates. Care should be taken by Respondents to explain each question in sufficient detail in order to enable Canada to provide an accurate answer.
- c) 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 questions or may request that the Respondent do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all Respondents. Enquiries not submitted in a form that can be distributed to all Respondents may not be answered by Canada.

2.4 Applicable Laws

- a) The relations between the parties will be governed by the laws in force in the Province of Ontario, unless otherwise specified in 2.4 b).
- b) A Respondent may, at its discretion, substitute the applicable laws of a Canadian province or territory of its choice without affecting the validity of its response, by inserting the name of the Canadian province or territory of its choice in the ITQ Submission Form (Annex A). If no other province or territory is specified, the Respondent acknowledges that the laws of Ontario are acceptable to it.

2.5 Language

- a) Respondents are requested to identify in the ITQ Submission Form (Annex A), which of Canada’s two official languages it will use for future communications with Canada and, if successful in the ITQ evaluation, for all subsequent phases of the procurement process.

PART 3 RESPONSE PREPARATION INSTRUCTIONS

3.1 Overview

- a) The multi-phase Collaborative Procurement Solution (CPS) process is shown below in Figure 1 and summarized below. This process will be used until the Contract is awarded. This process will allow Canada to conduct due diligence with respect to the requirements with Qualified Respondents before issuing The Contract. The diagram figure depicts the major phases of the CPS.

Figure 1: Collaborative Procurement Solution (CPS)

CPS Process	
Invitation To Qualify (ITQ)	Qualification Phase – Complete Annex A – Form B1 and B2
Reference Review	Completed Form B1 and/or B2 are reviewed & Evaluated
Notification of results to the ITQ	Qualified Respondents to the ITQ are informed of results
Bid solicitation (RFP)	Only Qualified Respondents will be invited to submit a bid
RFP Evaluation Phase	Technical and Financial Evaluations performed, and
Supply Chain Integrity (SCI) Assessment - Submissions	Qualified Respondents are asked to submit the IT product list with the list of Sub-contractors and network diagrams.
Supply Chain Integrity (SCI) Assessment - review stage	The Qualified Respondent with the lowest responsive bid – has his IT product list and list of Sub-contractors and network diagrams reviewed in support of an award.
Contract award	Contract awarded to lowest responsive bid

3.2 Invitation to Qualify (ITQ) Phase

- a) The objective of the ITQ is to qualify Respondents that have the required experience in implementing and delivering the Satellite Services.
- b) The Responses received under this ITQ will be evaluated against mandatory criteria as detailed in Part 4 – Response Preparation Instructions (specifically Annexes B1, & B2).
- c) The ITQ mandatory evaluation criteria focuses on the Respondent's ability to provide Products, Maintenance Services and Solutions for satellite Services, taking into consideration capacity and capability based on previous and current project experience.
- d) Respondents who meet all the mandatory experience requirements of the ITQ will become Qualified Respondents and will proceed to the Review and Refine Requirements (RRR) Phase described below.
- e) All Respondents will be notified in writing regarding whether or not they have qualified.

3.3 Request for Proposal (RFP) Phase

- a) During the RFP Phase, Canada intends to issue a RFP to the Qualified Respondents who have participated in the ITQ Phase and remain Qualified Respondents following the supply chain integrity verification process.
- b) Qualified Respondents will submit their RFP responses and Canada will then evaluate the responses and select the successful Qualified Respondent to proceed to the next Phase.
- c) During the RFP Phase (before Canada awards and issues a Contract), Canada intends to request that the Qualified Respondents provide the list of IT products (equipment, software, firmware and services) and subcontractors that the Qualified Respondent will use to provide Satellite Services based on Canada's requirements as set out in the SOW, together with network diagrams. Canada will perform the evaluation At Canada's discretion, Supply Chain Integrity (SCI) verification may also occur at later phase of the procurement.

PART 4 RESPONSE PREPARATION INSTRUCTIONS

4.1 Response Preparation Instructions

- a) Copies of Response: Canada requests that:
- i. Respondents not include any pricing, brochures or promotional materials in their responses.
 - ii. Respondents provide their responses in separately bound sections as follows:
 - (A) Section I: Technical Response (3 hard copies and 2 soft copies on CD/DVD) and
 - (B) Section II: Certifications (3 hard copies and 2 soft copies on CD/DVD).

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- iii. **Format for Response:** Respondents follow the format instructions described below in the preparation of their responses:
 - (A) Use 8.5 x 11 inch (216 mm x 279 mm) paper; or
 - (B) A4 8.27" x 11.68 inch (210 mm x 297 mm) paper;
 - (C) Use a numbering system that corresponds to that of the ITQ;
 - (D) Include a title page at the front of each volume of the response that includes the title, date, solicitation number, Respondent's name and address and contact information of its representative; and
 - (E) Include a table of contents.
- iv. Soft copies of the responses be in a format that is compatible with Microsoft Office 2010 or Adobe Acrobat X.
- v. **Canada's Policy on Green Procurement:** In accordance with a policy that Canada issued in April 2006, directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process (see the [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html))², and to assist Canada in reaching its objectives pertaining to this policy, Respondents use:
 - (A) paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
 - (B) 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.

4.2 Submission of Only One Response

- a) A Respondent can be a corporation, a partnership or a joint venture.
- b) Each Respondent (including related entities) will only be permitted to qualify once. If a Respondent or any related entities participate in more than one response, Canada will provide those Respondents with 2 FGWDs to identify one response to be considered by Canada. Failure to meet this deadline may result in all responses being disqualified or in Canada choosing, in its discretion, which response to evaluate.
- c) For the purposes of this article, regardless of the jurisdiction where any of the entities concerned is incorporated or otherwise formed as a matter of law (whether that entity is an individual, corporation, partnership, etc.) an entity will be considered to be "related" to a Respondent if:

² <http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>

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- i. they are the same legal entity (i.e., the same individual, corporation, partnership, limited liability partnership, etc.);
 - ii. they are "related persons" or "affiliated persons" according to the [Canada Income Tax Act](#)³;
 - iii. they have now or in the two years before the ITQ closing had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or
 - iv. they otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.
- d) Despite the above, a Respondent may act as a subcontractor to another Respondent. However, subcontractors will not be permitted to participate in the Review and Refine Requirements Phase.
 - e) Any individual, sole proprietorship, corporation or partnership that is a Respondent as part of a joint venture cannot submit another response on its own or as part of another joint venture.
 - f) By submitting a response, the Respondent is certifying that it does not consider itself to be related to any other Respondent.

4.3 Contents of Response

- a) A complete response to this ITQ consists of all of the following documents, each of which is described in detail below:
 - i. Section I: Technical Response
 - (C) ITQ Submission Form: Annex A
 - (D) ITQ Project Reference Forms:
 - Annex B1 (Stream 1)
 - Annex B2 (Stream 2)
 - ii. Section II: Certifications
 - (A) Federal Contractors Program for Employment Equity – Certification – Annex E

4.4 ITQ Response Submission Form – Annex A

- a) Respondents are requested to include a completed ITQ Submission Form (Annex A) with their Responses. The Form provides a common form in which Respondents can provide information required for evaluation. Using the form to provide this information is not mandatory, but it is recommended. If Canada determines that the information requested by the Submission Form is incomplete or requires correction, Canada will provide the Respondent with an opportunity to do so.

4.5 Overview of the Requirement

- a) The requirement is for the provision of satellite services as well as the provision of terminal equipment with maintenance and support for the following two streams:
 - Stream 1 – Inmarsat Dedicated Capacity Services and Terminal Equipment; and
 - Stream 2 – Inmarsat On-Demand (“BOD”) Services and Terminal EquipmentPlease note that the above streams may be awarded to one Bidder or two different Bidders.

³ <http://laws-lois.justice.gc.ca/eng/acts/l-3.3/page-1.html>

PART 5 SECURITY AND FINANCIAL REQUIREMENTS

5.1 Security Clearance Requirement

- a) Security clearance is an important corporate requirement. Canada will require the successful bidder(s) to meet the security requirements set out in the Annex F - SRCL before any Supply Arrangement is issued and contract awarded. Additional personnel security vetting may be required – as certain sites may require special security verification.
- b) For more information on personnel and organization security screening please visit PWGSC's [Industrial Security Program \(ISP\)](#)⁴. Respondents can also contact CISD by telephone at 1-866-368-4646, or (613) 948-4176 in the National Capital Region.
- c) Canada reserves the right to revise the security requirements following the ITQ Phase. Canada will provide the RFP/RFSA, Supply Arrangement and Contract security clauses at a subsequent phase of this procurement process.

5.2 Financial Capability

- a) It is anticipated that SACC Manual clause [A9033T \(2012-07-16\)](#)⁵ Financial Capability, will apply to the resulting RFSA Phase; except that subsection 3 is deleted and replaced with the following: "If the Bidder is a subsidiary of another company, then any financial information required by the Contracting Authority in 1(a) to (f) must be provided by each level of parent company, up to and including the ultimate parent company. The financial information of a parent company does not satisfy the requirement for the provision of the financial information of the Bidder; however, if the Bidder is a subsidiary of a company and, in the normal course of business, the required financial information is not generated separately for the subsidiary, the financial information of the parent company must be provided. If Canada determines that the Bidder is not financially capable but the parent company is, or if Canada is unable to perform a separate assessment of the Bidder's financial capability because its financial information has been combined with its parent's, Canada may, in its sole discretion, award the Contract to the Bidder on the condition that the parent company grant a performance guarantee to Canada."
- b) In the case of a joint venture, each member of the joint venture will also have to meet the financial capability requirements.
- c) Financial capability will be evaluated during the RFSA Phase.

⁴ <http://iss-ssi.pwgsc-tpsgc.gc.ca/index-eng.html>

⁵ <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A9033T/8>

PART 6 EVALUATION PROCEDURES AND BASIS OF QUALIFICATION

6.1 General Evaluation Procedures

- a) Responses will be assessed in accordance with the entire requirement of the ITQ including the evaluation criteria.
- b) An evaluation team composed of representatives of Canada will evaluate the responses. Canada may hire any independent consultant, or use any Government resources, to evaluate any response. Not all members of the evaluation team will necessarily participate in all aspects of the evaluation.
- c) Through a competitive solicitation, SSC has engaged Samson & Associates as a fairness monitor for this procurement. The fairness monitor will not be part of the evaluation team, but will observe the evaluation of the responses with respect to Canada's adherence to the evaluation process described in this ITQ.
- d) In addition to any other time periods established in the ITQ:
 - i) **Requests for Clarifications:** If Canada seeks clarification or verification from the Respondent about its response, including certifications, the Respondent will have 5 working days (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to meet this deadline will result in the response being declared non-responsive.
 - ii) **Extension of Time:** If additional time is required by the Respondent, the Contracting Authority may grant an extension in his or her sole discretion.
- e) Each response will be reviewed to determine whether it meets the mandatory requirements of the ITQ. Any element of the ITQ identified with the words "must" or "mandatory" is a mandatory requirement. Responses that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.

6.2 Evaluation of ITQ Submission Form

- a) The ITQ Submission Forms will be evaluated for completeness. If Canada determines that the information required by the ITQ Submission Form is incomplete or requires correction, Canada will provide the Respondent with an opportunity to do so. The Respondent will have 3 FGWDs (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to comply with the request of the Contracting Authority and provide any required information within the requested time period will result in the response being disqualified.

6.3 Evaluation of Compliance with Mandatory Experience Requirements

- a) The ITQ Submission Forms will be evaluated for completeness. If Canada determines that the information required by the ITQ Submission Form is incomplete or requires correction, Canada will provide the Respondent with an opportunity to do so. The Respondent will have 3 FGWDs (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to comply with the request of the Contracting Authority and provide any required information within the requested time period will result in the response being disqualified.
- b) Each mandatory experience requirement will be evaluated separately on a pass/fail basis.
- c) Canada is not obliged to, but may in its discretion, contact the primary reference and, where applicable, the backup reference, in order to validate that any information provided by the Respondent about work performed for that reference is accurate. Canada may conduct the reference check with respect to none, some or all of the mandatory experience requirements. Canada will conduct any project reference validation check in writing by e-mail by sending the reference (primary or backup) a copy of the completed and signed ITQ Project Reference Form. Canada will email (copying) the Respondent's contact when an e-mail is sent out for project reference validation checks.

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- d) If Canada chooses to contact one or more references to validate information provided by a Respondent, Canada must receive the reference's response within 5 FGWDs from the date of the request. On the third FGWD after sending out the e-mail(s), if Canada has not received a response from the reference, Canada will notify the Respondent by e-mail, to allow the Respondent to contact its primary or backup reference directly to ensure that it responds to Canada within 5 FGWDs of the initial request. If Canada does not receive confirmation (within 5 FGWDs) from either the primary or backup reference that the information on the signed ITQ Project Reference Form is accurate (or that any inaccuracies are not material to whether or not the project meets the mandatory requirements), that Respondent's Project Reference will not be considered in the evaluation. Canada may also contact a primary or backup reference for clarification purposes, either by email or by telephone.
 - e) If during reference validation by Canada it becomes apparent that the address, telephone number, or email address for any of the references is incorrect or missing, the Respondent will be permitted to provide the correct address, telephone number, or email address within 3 FGWD of a request by Canada. If the named individual for the primary reference is unavailable because they are on leave, or no longer working for that organization, Canada will contact the backup reference from the same Customer Organization.
 - f) Respondents will not be permitted to submit an alternate project, Customer Organization, or contact name after the closing date of this ITQ unless SSC runs a second qualification round.

6.4 ITQ Phase Second Qualification Round

- a) SSC reserves the right, in its sole discretion, to run a second qualification round among the unsuccessful Respondents if, in Canada's opinion, the first qualification round results in an insufficient number of Qualified Respondents.
- b) If SSC determines that unsuccessful Respondents will be given a second opportunity to qualify, SSC will provide written debriefs to all unsuccessful Respondents at the same time.
- c) Any Respondent who does not qualify after the second attempt will not be given another opportunity to participate or be re-evaluated for the subsequent procurement phases.

PART 7 CERTIFICATIONS

-
- a) Compliance with the certifications Respondents provide to Canada is subject to verification by Canada during the response evaluation period, during the subsequent phases of the procurement process described in this ITQ, and after award of any resulting contract(s). The Contracting Authority will have the right to ask for additional information to verify the Respondents' compliance with the certifications at any time. The Respondent's response will be disqualified if any certification made by the Respondent is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also result in the response being disqualified.
- b) Respondents are requested to use Annexes E (Federal Contractors Program for Employment Equity - Certification) and F (Security Requirements Checklist) to provide the certifications requested below. For a joint venture bidder, the certifications requested below are required for each member of the joint venture.

7.2 Former Public Servant Certification

- a) Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny and reflect fairness in spending public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, Respondents must provide the information required below.

For the purposes of this clause,

- i. **"former public servant"** means a former member of a department as defined in the *Financial Administration Act*, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police and includes:
- (A) an individual;
 - (B) an individual who has incorporated;
 - (C) a partnership made of former public servants; or
 - (D) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.
- ii. **"lump sum payment period"** means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.
- iii. **"pension"** means, in the context of the fee abatement formula, a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S. 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c. C-17, the *Defence Services Pension Continuation Act*, 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c. R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c. R-11, the *Members of Parliament Retiring Allowances Act*, R.S., 1985, c. M-5, and that portion of pension payable to the *Canadian Pension Plan Act*, R.S., 1985, c. C-8.

If the Respondent is an FPS in receipt of a pension as defined above, the Respondent must provide the following information:

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

If the Respondent is an FPS who received a lump sum payment pursuant to the terms of a work force reduction program, the Respondent must provide the following information:

- i. name of former public servant;
- ii. conditions of the lump sum payment incentive;
- iii. date of termination of employment;
- iv. amount of lump sum payment;
- v. rate of pay on which lump sum payment is based;
- vi. period of lump sum payment including start date, end date and number of weeks; and
- vii. number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fee that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

By submitting a response, the Respondent certifies that the information submitted by the Respondent in response to the above requirements is accurate and complete.

7.3 Federal Contractors Program – Certification

- a) By submitting a response, the Respondent certifies that the Respondent, and any of the Respondent's members if the Respondent is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity [FCP Limited Eligibility to Bid⁶](#) list available from Employment and Social Development Canada (ESDC) – Labour's website.
- b) Canada will have the right to declare a response non-responsive if the Respondent, or any member of the Respondent if the Respondent is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.
- c) Canada will also have the right to terminate the Supply Arrangement and any issued Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Supply Arrangement and any issued Contract.
- d) The Respondent is requested to provide the Contracting Authority with a completed Annex E – Federal Contractors Program for Employment Equity – Certification, with their response. If the Respondent is a joint venture, the Respondent must provide the Contracting Authority with a completed certification for each member of the joint venture.

⁶ http://www.labour.gc.ca/eng/standards_equality/eq/emp/fcp/list/inelig.shtml

ANNEX A: ITQ SUBMISSION FORM

ITQ SUBMISSION FORM	
Respondent full legal name	
Authorized Representative of Respondent for evaluation purposes (e.g. clarifications)	Name:
	Title:
	Address:
	Telephone #:
	Email:
	Procurement Business Number:
Canada's Official Language in which the Respondent will communicate with Canada during any subsequent process - indicate either English or French	
Former Public Servants See Part 7 of the ITQ entitled Former Public Servant Certification for a definition of "Former Public Servant". This requirement applies to the Respondent. In the case of a joint venture Respondent, the requirement applies to each member of the joint venture.	Is the Respondent in receipt of a pension as defined in this solicitation? Yes ____ No ____ If yes, please provide the information required by the Article in section 7.1 entitled "Former Public Servant Certification".
	Is the Respondent a FPS who received a lump sum payment under the terms of a work force reduction program? Yes ____ No ____ If yes, please provide the information required by the Article in section 7.1 entitled "Former Public Servant Certification".
Applicable Laws (the Respondent may insert the Canadian province or territory of its choice; otherwise, the applicable laws of Ontario will apply)	
As the authorized representative of the Respondent, by signing below, I confirm that I have read and understood the entire ITQ including the documents incorporated by reference into the ITQ and the entire Response, and I certify that: 1. The Respondent meets all the mandatory requirements described in the ITQ; and 2. All the information provided in the ITQ Response is complete, true and accurate.	
Signature of the authorized representative of the Respondent	Name
	Phone
	Email
	Signature

ANNEX B1: ITQ PROJECT REFERENCE FORM FOR STREAM 1

Service Stream 1: INMARSAT DEDICATED CAPACITY SERVICES	
Mandatory Experience Requirement #1	
Respondent Name	
Respondent Address	
<p>1. For each of the activities listed below, the Respondent must have previously provided the service to a Customer Organization for 24 continuous months. The Customer Organization must have had a presence in a minimum of 3 geographically diverse regions. The Customer Organization reference can be the same for more than one of these Services.</p> <ul style="list-style-type: none"> a) Satellite Service functionality activation, deactivation or change; b) Existing Terminal or SIM registration or deregistration; c) Delivery and activation of dedicated terrestrial facilities excluding Inmarsat space segment; d) Delivery and activation of dedicated facilities of Inmarsat space segment; e) Delivery of new terminal(s) within Canada (for quantities of 10 or less); f) Delivery of new terminals within Canada (for quantities greater than 10); and g) provide a Secure Web Portal (SWP) <p>The Respondent must provide a detailed description of how it meets the above requirement and must provide Customer Organization References.</p>	
<p>2. Inmarsat Assured Access Services</p> <p>Dedicated Assured Access channel capacity as well as dedicated terrestrial links to provide end-to-end connectivity between an MDP (located anywhere in the world) and a CFDP (located in Canada),</p>	
<p>3. Inmarsat L-Tac Dedicated Capacity Services</p> <p>L-Tac Dedicated Capacity Services with the following service functionalities:</p> <ul style="list-style-type: none"> h) Interconnection between a UHF tactical radio and an Inmarsat L-Tac terminal to provide uplink and interconnection between other tactical units; i) Provide voice and low rate data transport capability for the tactical radio; j) Aeronautical. 	
<p>4. Terrestrial Dedicated Capacity Services</p> <p>Dedicated terrestrial facilities to provide end-to-end connectivity between an MDP (located anywhere in the world) and a CFDP (located in Canada).</p>	
Entity under contract to Customer Organization to perform the project reference	
Prime Contractor information for experience acquired as a Subcontractor (Complete if Applicable)	Company Name
	Contact Name
	Telephone
	Email Address
Project Name	
Project Duration (including start date, completion of implementation and end date, if applicable)	
Project Description (e.g. work performed, experienced gained)	
Name of Customer Organization	

Solicitation No. - N° de l'invitation
10030220/A and 10030404/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
C93

Client Ref. No. - N° de réf. du client
RAS 13-14437-0

File No. - N° du dossier
C93.10030220

CCC No./N° CCC - FMS No./N° VME

Primary Contact for Customer Organization	Name	
	Telephone	
	Email Address	
Backup Contact for Customer Organization	Name	
	Telephone	
	Email Address	

ANNEX B2: ITQ PROJECT REFERENCE FORM FOR STREAM 2

Service Solution Stream 2: Inmarsat Bandwidth-on-demand (“BOD”) services	
Mandatory Experience Requirement #2	
Respondent Name	
Respondent Address	
<p>1. The Respondent must have experience providing, for a period of at least 24 continuous months, Satellite Services for provision, maintenance and operation of the following Inmarsat Bandwidth-on-demand (“BOD”) services as well as related services for use by its Clients:</p> <ul style="list-style-type: none"> a) Inmarsat BGAN and BGAN Link; b) Inmarsat FBB; c) Inmarsat SBB; d) Inmarsat BGAN M2M; e) Inmarsat GSPS, IsatPhone and FleetPhone Services; f) Inmarsat C; g) Inmarsat Swift64; h) Terrestrial Backhaul Services; and i) Crew calling. <p>2. The Respondent must have experience providing a Secure Web Portal (SWP) providing the following functions:</p> <ul style="list-style-type: none"> a) Inventory query; and b) Usage query. 	
The Respondent must provide a detailed description of how it meets the above requirement and must provide Customer Organization References.	
Entity under contract to Customer Organization to perform the project reference	
Prime Contractor information for experience acquired as a Subcontractor (Complete if Applicable)	Company Name
	Contact Name
	Telephone
	Email Address
Project Name	

Solicitation No. - N° de l'invitation
10030220/A and 10030404/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
C93

Client Ref. No. - N° de réf. du client
RAS 13-14437-0

File No. - N° du dossier
C93.10030220

CCC No./N° CCC - FMS No./N° VME

Project Duration (including start date, completion of implementation and end date, if applicable)		
Project Description (e.g. work performed, experienced gained)		
Name of Customer Organization		
Primary Contact for Customer Organization	Name	
	Telephone	
	Email Address	
Backup Contact for Customer Organization	Name	
	Telephone	
	Email Address	

ANNEX C: ITQ DEFINITIONS

Term	Definition
<i>Canadian Site</i>	<i>A facility where GC users are located.</i>
<i>Customer Organization</i>	<i>The organization which was the ultimate recipient of the Solutions or services.</i>
<i>Canada Service</i>	<i>An existing Service used by Canada.</i>
<i>Federal Government Working Day (FGWD)</i>	<p><i>A calendar day, except for Saturday, Sunday and the following holidays:</i></p> <ol style="list-style-type: none"> <i>1) New Year's Day¹;</i> <i>2) Good Friday and Easter Monday;</i> <i>3) Victoria Day;</i> <i>4) St-Jean Baptiste Day¹;</i> <i>5) Canada Day¹;</i> <i>6) 1st Monday in August;</i> <i>7) Labour Day;</i> <i>8) Thanksgiving Day;</i> <i>9) Remembrance Day¹;</i> <i>10) Christmas Day¹; and</i> <i>11) Boxing Day².</i> <p><i>1. If this holiday occurs on a Saturday or Sunday, then the following Monday will be a holiday.</i></p> <p><i>2. If this holiday occurs on a Saturday, then the following Monday will be a holiday. If this holiday occurs on a Sunday or Monday, then the following Tuesday will be a holiday.</i></p>
<i>Security Information and Event Management (SIEM)</i>	<i>Software products and services combining security information management (SIM) and security event management (SEM). SIEM technology provides real-time analysis of security alerts generated by network hardware and applications.</i>
<i>Solution</i>	<i>Integrated approach for the design, delivery, installation, operation, administration, maintenance and/or management of Services, Products, Maintenance Services, Professional Services and/or Training Services customized for a set of business requirements.</i>
<i>Supply Chain Integrity (SCI) Assessment</i>	<i>An assessment process of the Qualified Respondents' IT product and subcontractors to assess adherence to supply chain integrity standards.</i>
<i>WAN Connectivity Solution</i>	<i>A Solution for interconnecting Canada Services to a Wide Area Network (WAN) and/or Metropolitan Area Network (MAN) (excludes the network facilities). Examples include: Routers, Optical Switches, WAN Optimization, caching, VPNs, Software Define Network (SDN), Network Function Virtualization (NFV).</i>

ANNEX D: LIST OF DEPARTMENTS / AGENCIES THAT MUST USE SSC'S SERVICES⁷

1. Aboriginal Affairs and Northern Development Canada
2. Agriculture and Agri-Food Canada
3. Atlantic Canada Opportunities Agency
4. Canada Border Services Agency
5. Canada Economic Development for Quebec Regions
6. Canada Revenue Agency
7. Canada School of Public Service
8. Canadian Food Inspection Agency
9. Canadian Heritage
10. Canadian Northern Economic Development Agency
11. Canadian Nuclear Safety Commission
12. Canadian Space Agency
13. Citizenship and Immigration Canada
14. Correctional Service of Canada
15. Department of Finance Canada
16. Department of Justice
17. Employment and Social Development Canada
18. Environment Canada
19. Federal Economic Development Agency for Southern Ontario (FedDev Ontario)
20. Financial Transactions and Reports Analysis Centre of Canada
21. Fisheries and Oceans Canada
22. Foreign Affairs, Trade and Development Canada
23. Health Canada
24. Immigration and Refugee Board of Canada
25. Industry Canada
26. Infrastructure Canada
27. Library and Archives Canada
28. National Defence and the Canadian Armed Forces
29. National Research Council Canada
30. Natural Resources Canada
31. Parks Canada
32. Privy Council Office
33. Public Health Agency of Canada
34. Public Safety Canada
35. Public Service Commission of Canada
36. Public Works and Government Services Canada
37. Royal Canadian Mounted Police
38. Statistics Canada
39. Transport Canada
40. Treasury Board of Canada Secretariat
41. Veterans Affairs Canada

Western Economic Diversification Canada

⁷ Based on Order in Council (OIC) 2015-1071 (http://service.ssc-spc.gc.ca/en/policies_processes)

ANNEX E: FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Respondent, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Respondent's certifications. Failure to comply with such request by Canada will also render the bid non-responsive or will constitute a default under the Contract. For further information on the Federal Contractors Program for Employment Equity visit HRSDC-Labour's website.

Date: _____(YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Respondent certifies having no work force in Canada.
- A2. The Respondent certifies being a public sector employer.
- A3. The Respondent certifies being a federally regulated employer being subject to the *Employment Equity Act*.
- A4. The Respondent certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Respondent has a combined workforce in Canada of 100 or more employees; and
 - A5.1. The Respondent certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with HRSDC-Labour.

OR

- A5.2. The Respondent certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to HRSDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to HRSDC-Labour.

B. Check only one of the following:

- B1. The Respondent is not a Joint Venture.

OR

- B2. The Respondent is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

ANNEX F: SECURITY REQUIREMENTS CHECKLIST (SRCL)

Stream -1



Contract Number / Numéro du contrat 10030220
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 Shared Services Canada	2. Branch or Directorate / Direction générale ou Direction Projects and Client Relationship Branch	
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 For the procurement and use of terrestrial equipment and services which is a Mobile Satellite Service platform capable of carrying voice and data traffic.		
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"/>	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 : <input type="checkbox"/>	Restricted to / Limité à : <input type="checkbox"/>
Specify country(ies) / Préciser la(s) pays :	Specify country(ies) / Préciser la(s) pays :	Specify country(ies) / Préciser la(s) pays :
7. c) Level of Information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input checked="" 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"/>

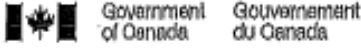
Stream -1



Contract Number / Numéro de contrat 10030220
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? If Yes, indicate the level of sensitivity. Dans l'affirmative, indiquer le niveau de sensibilité :	<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> Yes / Oui
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?	<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> 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 FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	<input type="checkbox"/> SECRET SECRET
	<input type="checkbox"/> NATO SECRET NATO SECRET
	<input type="checkbox"/> TOP SECRET TRÈS SECRET
	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
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 occuper des parties du travail? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?	<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> 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'emmagasiner sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?	<input type="checkbox"/> No / Oui <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> 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 opérations de fournisseur seront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?	<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> 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?	<input type="checkbox"/> No / Oui <input checked="" type="checkbox"/> Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? D'appara-t-il un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?	<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> Yes / Oui

Stream -1



Contract Number / Numéro du contrat 10030220
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 sécurisation 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 / PROTÉGÉE			CLASSIFIED / CLASSIFIÉE		NATO				COMINT					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	Secret / SECRET	NATO Restricted / TYPE SECRET	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO Secret / TYPE SECRET	Special Top Secret COMINT / TYPE SECRET	Protected / Protégée			Secret / SECRET	Top Secret / TYPE SECRET	
										A	B	C			
Information / Aurèle Batteries / Piles Production	<input checked="" type="checkbox"/>														
IT / Informatique	<input checked="" type="checkbox"/>														
IT Link / Lien / Interconnexion															

12. a) Is the description of the work contained within this GRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERB 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 GRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERB sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée "Classification de sécurité" au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

Stream -2



Contract Number / Numéro du contrat 10030404
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 Shared Services Canada	2, Branch or Directorate / Direction générale ou Direction Projects and Client Relationship Branch	
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 For the procurement and use of Immereal equipment and services which is a Mobile Satellite Services platform capable of carrying voice and data traffic.		
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"/>	No release restrictions / Aucune restriction relative à la diffusion <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 checked="" 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 Q / PROTÉGÉ Q <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED Q / PROTÉGÉ Q <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
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"/>

Stream -2



Contract Number / Numéro du contrat 0030404
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?
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité : No / Non Yes / Oui

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?
Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document : No / Non Yes / Oui

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 FIABILITÉ	<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 EMPLACEMENTS			

Special comments:
Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

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

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED Information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC Information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED Information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui

Stream -2



Contract Number / Numéro du contrat 10030404
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 TRÈS SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			TOP SECRET TRÈS SECRET	
											A	B	C		CONFIDENTIAL CONFIDENTIEL
Information / Assets Renseignements / Biens Production	✓														
IT Media / Support TI	✓														
IT Link / Lien électronique															

12. a) Is the description of the work contained within this SRQL PROTECTED and/or CLASSIFIED? No Yes
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? Non 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 SRQL be PROTECTED and/or CLASSIFIED? No Yes
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).