



**RETURN BIDS TO:  
DEMANDE DE SOUMISSIONS:**

See Section 1. Voir Section 1.
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**BID SOLICITATION – ADVANCED REQUEST FOR  
BID  
DEMANDE DE SOUMISSIONS – AVANCÉE**

The Bidder offers to provide to Canada the goods, services or both listed in the bid solicitation in accordance with the conditions set out in the bid solicitation and the prices set out in the bid.

This bid solicitation is issued in accordance with the conditions of the Supply Arrangement E60PQ-140001/PQ.

Le soumissionnaire offre de fournir au Canada les biens, services ou les deux énumérés dans la demande de soumissions aux conditions prévues dans la demande de soumissions et aux prix indiqués dans la soumission.

Cette demande de soumissions est émise conformément aux conditions de l'arrangement en matière d'approvisionnement E60PQ-140001/PQ.

Solicitation No. - N° de la demande  W-3380-16-S771	Amendment No. - N° de modification
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Solicitation closes – La demande prend fin :  at – à See Section 1 Voir Section 1 on – le See Section 1 Voir Section 1	File No. - N° de dossier  SJ-145761
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Date of Solicitation – Date de la demande 2016-10-07
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Address inquiries to – Adresser toute demande de renseignement à :  See Section 2, Article 4.1. Voir Section 2, Article 4.1
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Destination  See Section 2, Annex A. Voir Section 2, Annexe A.
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Instructions:  
Municipal taxes are not applicable.

Unless otherwise specified in the bid solicitation, all prices quoted must be net prices in Canadian funds including Canadian customs duties, excise taxes, must be FOB, including all delivery charges to destination(s) as indicated. The amount for Applicable Taxes is to be shown as a separate item.

Instructions:  
Les taxes municipales ne s'appliquent pas.

Sauf indication contraire dans la demande de soumissions, tous les prix indiqués doivent être des prix nets, en dollars canadiens, comprenant les droits de douane canadiens, la taxe d'accise et doivent être FAB, y compris tous frais de livraison à la (aux) destination(s) indiqué(s). Le montant des taxes applicables doit apparaître séparément.

Supplier Name and Address – Nom et adresse du fournisseur  Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur
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Name and title of person authorized to sign on behalf of supplier (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur (caractère d'impression)  Signature : _____ Date : _____
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Section 1 – Invitation and Instructions to Bidders

Section 2 – Resulting Contract including a list of required goods and services

## **SECTION 1 – INVITATION AND INSTRUCTIONS TO BIDDER**

### **Terms of the RFB:**

This RFB is issued pursuant to the Supplier's Office Seating Supply Arrangement (SA) that forms part of the series of SAs issued by PWGSC with the number E60PQ-140001/PQ. The terms and conditions in the Supplier's SA apply to and form part of this RFB. Bidders who submit a bid agree to be bound by those terms and conditions as well as the terms and conditions in this RFB.

### **The Bidder must provide the following information WITH the bid:**

- The information requested by Canada in Annex A herein.
- One soft copy of the bid, in addition to the hard copy. (This is required only if it is checked.)

### **The Bidder must also provide the information at article 4. below at the time indicated in article 3.**

#### **Security Requirement**

1. Conditions
  - a. the Bidder must hold a valid organization security (VOS) clearance as indicated in Annex B;
  - b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Annex B.
2. For additional information on security requirements, bidders should refer to the [Canadian Industrial Security Directorate \(CISD\), Industrial Program](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.
3. The conditions in article 1 above must be met by the Bidder (the checked box applies):
  - a.  by the closing date of the bid;
  - b.  before the award of a contract. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
4. Bidders are to supply the following information, as a minimum, to demonstrate compliance with the Security Requirement.
  - a. The Bidder's valid VOS clearance number issued by CISD;
  - b. The name of all individuals who will require access to classified or protected information, assets or sensitive work sites. It is desirable to also include their date of birth, their middle name, and their security clearance number issued by CISD.

### **The Bidder must provide the following information**

- One or more of the following price justifications:
  1. a current published price list indicating the percentage discount available to Canada; or
  2. a copy of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
  3. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
  4. any other supporting documentation as requested by Canada.

### **Bid Evaluation**

This article is completed if non-Government of Canada personnel will evaluate bids.

An evaluation team composed of representatives of Canada and \_\_\_\_\_, (name of firm or consultant) will evaluate the bids.

**ADVANCED REQUEST FOR BID (RFB) – GENERAL STREAM – COMPETITIVE SUPPLIER**

**OFFICE SEATING**

<b>RFB Issued to:</b> [This section – “RFB Issued to:” is completed only when the RFB is not published on GETS]	
Supplier Name and Address: (City, Province)	
Contact:	
- Name:	
- Telephone Number:	
- E-mail:	
- Facsimile Number:	
<b>RFB Issued by:</b>	
Identified User’s (IU) Department/Agency/Crown Corporation: Contact for this RFB:	See Section 2, article 4.1 below.
<b>RFB Closing - Submit Bid:</b>	
Bids must be submitted to the Contracting Authority on the date and at the time indicated below.	
- By	a. <span style="color: blue;">2016-10-17</span> b. <span style="color: blue;">23:59ET</span>
- no later than date and time:	
- To physical location (if applicable)	<b>25 chemin du Grand Bernier Sud, hangar H-102, local 109, St-Jean-sur-Richelieu, Qc, J0J 1R0</b>
- To e-mail address (if applicable)	Patrick.Whalen3@forces.gc.ca
<b>RFB Enquiries</b>	
Unless a different period is listed in the adjacent column, Bidders may submit enquires about the RFB to the Contracting Authority until two business days prior to the RFB closing date. Enquiries received after the timeline indicated may not be answered.	_____ business days

**SECTION 2 - RESULTING CONTRACT CLAUSES**

<b>1.</b>	<b>Terms and Conditions of the Contract</b>	
	The terms and conditions of Parts 6A and 6C of the Supplier’s SA within the series E60PQ-140001/PQ apply to and form part of this Contract.	
<b>2.</b>	<b>Security Requirement</b> (Applies if article a. or b. is checked)	
2.1	The applicable security requirement(s) is(are) set out in the Security Requirement Check List attached as Annex B of this contract. The Contractor must fulfill the security requirements by meeting the terms below (the checked article applies).	
	a.	<b>Contractor may be escorted; possession of security clearance not required.</b> Contractor personnel MAY NOT ENTER NOR PERFORM WORK ON sites where PROTECTED or CLASSIFIED information or assets are kept, without an escort provided by the department or agency for which the work is being performed.
	b.	<b>X Possession of security clearance(s) is required.</b> The Contractor must meet the security clearance requirements contained in the clausing in Annex B herein.
<b>2.</b>	<b>Security Requirement</b> (The checked box applies)	
<b>3.</b>	<b>Requirement</b>	
3.1	The Contractor must perform the Work listed in Annex A herein.	
<b>4.</b>	<b>Authorities</b>	
4.1	<b>Contracting Authority</b>	
	Name:	<b>PATRICK WHALEN</b>
	Title:	<b>PROCUREMENT AGENT</b>
	Department/Agency/Crown Corporation:	<b>MINISTÈRE DE LA DÉFENSE NATIONALE</b>
	Address:	<b>25 chemin du Grand Bernier Sud, hangar H-102, local 109, St-Jean-sur-Richelieu, Qc, J0J 1R0</b>
	Telephone No.:	<b>450-358-7099 poste 7351</b>
	Facsimile No.:	<b>450-358-7384</b>

**ADVANCED REQUEST FOR BID (RFB) – GENERAL STREAM – COMPETITIVE SUPPLIER  
OFFICE SEATING**

	E-mail address:	Patrick.Whalen3@forces.gc.ca
<b>4.2</b>	<b>Project Authority</b>	
	Name:	
	Title:	
	Department/Agency/Crown Corporation:	
	Address:	
	Telephone No.:	
	Facsimile No.:	
	E-mail address:	
<b>4.3</b>	<b>Contractor's Representative</b>	
	As set out in Annex A, Table 9 below.	
<b>5.</b>	<b>Payment</b>	
	Method of Payment	
	The checked box applies. If the Contractor's SA indicates acceptance for payment by credit card, that method may be used in conjunction with the following.	
	<input checked="" type="checkbox"/>	Single Payment
	<input type="checkbox"/>	Multiple Payment
<b>6.</b>	<b>Invoicing</b>	
	Further to the Invoicing terms of the OS 6B/6C Addendum document, the Contractor will deliver the original and one copy of the invoice to the following address for certification and payment:	
	Name of the organization and contact:	
	Address:	
<b>7.</b>	<b>Defence Contract. This clause applies if the box below is checked.</b>	
	<input type="checkbox"/>	The Contract is a defence contract within the meaning of the <i>Defence Production Act</i> , R.S.C. 1985, c. D-1.

**ADVANCED REQUEST FOR BID (RFB) – GENERAL STREAM – COMPETITIVE SUPPLIER**

**OFFICE SEATING**

**ANNEX A  
REQUIREMENT and BASIS OF PAYMENT**

IU to complete: Section A of Tables 1-3; Section A of Tables 4-6 if optional quantities are required; Table 7 in its entirety.

Bidder to complete: Section B of Tables 1-3; Section B of Tables 4-6 if optional quantities are listed; Tables 8 and 9.

In a resulting contract, the term “Bid” means the Supplier’s commitment, the term “Bidder” means “Contractor”.

**Table 1 – Product (Chairs)**

Section A - IU REQUIREMENT					Section B – SUPPLIER’S BID			
#	Description	Upholster-ing Colour(s)	Caster Type(s)		Qty	Model Number [Add if not listed in Section A]	Firm Price** [All-inclusive] \$	Extended Total [Qty x Price] \$
		Category, e.g. blue	For carpeted floor*	For hard surface floor*				
1	ROTARY OFFICE CHAIR ROTARY OFFICE CHAIR BACKREST : standard ARMREST : height/width/swivel adjustable « T » arm LUMBAR SUPPORT : adjustable SEAT DEPTH : adjustable SEAT AND BACKREST LOCKS : lockable or stroppable in multiple positions TILT MECANISM : independently UPHOLSTERY: BACK BREAHHABLE MATERIAL/SEAT FABRIC GREEN CHAIR : yes [Insert Supplier’s Model Number - optional]	BLACK		x	60			
2	ROTARY CONFERENCE CHAIR ROTARY OFFICE CHAIR BACKREST : standard ARMREST : height/width/swivel adjustable « T » arm LUMBAR SUPPORT : adjustable SEAT DEPTH : adjustable SEAT AND BACKREST LOCKS : lockable or stroppable in multiple positions TILT MECANISM : independently UPHOLSTERY: BACK BREAHHABLE MATERIAL/SEAT FABRIC GREEN CHAIR : yes [Insert Supplier’s Model Number - optional]	BLACK		x	13			
3	fauteuil de visiteur SIDE CHAIR BASE STYLE : 4 legs ARMREST : WITH UPHOLSTERY: BACK BREAHHABLE MATERIAL/SEAT FABRIC GREEN CHAIR : yes [Insert Supplier’s Model Number - optional]	BLACK		x	10			
*Not for Side Chair. **Must not exceed ceiling unit price in SA. [click weblink below to locate supplier’s available series, model number & price]: <a href="http://publiservice.gc.ca/services/icpsss-spicsn/furniture/seatingseriesrotary-e.html">http://publiservice.gc.ca/services/icpsss-spicsn/furniture/seatingseriesrotary-e.html</a> Add more rows if necessary.						Extended Total for all Products:		\$
						Applicable Tax(es) : Specify GST/PST/HST & Amounts (as applicable):		G: \$ P: \$ H: \$

**ADVANCED REQUEST FOR BID (RFB) – GENERAL STREAM – COMPETITIVE SUPPLIER  
OFFICE SEATING**

**Table 2 - Delivery**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Qty	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will deliver on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$
1	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0	60	2016-12-01	Normal	(Y) (M) (D) (T)		
2	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0	13	2016-12-01	Normal	(Y) (M) (D) (T)		
3	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0	10	2016-12-01	Normal	(Y) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.					Extended Total for all Deliveries:		\$
					Applicable Tax(es) : Specify GST/PST/HST & Amounts (as applicable):		G: \$ P: \$ H: \$

**Table 3 – Installation**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Qty	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$
1	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0	60	2016-12-01	Normal	(Y) (M) (D) (T)		
2	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0	13	2016-12-01	Normal	(Y) (M) (D) (T)		
3	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0	10	2016-12-01	Normal	(Y) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.					Extended Total for all Installations:		\$
					Applicable Tax(es) : Specify GST/PST/HST & Amounts (as applicable):		G: \$ P: \$ H: \$

**ADVANCED REQUEST FOR BID (RFB) – GENERAL STREAM – COMPETITIVE SUPPLIER**

**OFFICE SEATING**

**Table 4 – Optional Product (Chairs)**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID			
#	Description	Upholster-ing Colour(s)	Caster Type(s)		Qty	Model Number [Add if not listed in Section A]	Firm Unit Price** [All-inclusive] \$	Extended Total [Qty x Price] \$
		Category, e.g. blue	For carpeted floor*	For hard surface floor*				
1	[Insert Chair Category: Rotary Office/Conference or Side Chair] [Insert description from e-Purchasing result screen.] [Insert Supplier's Model Number - optional]							
*Not for Side Chair. **Must not exceed ceiling unit price in SA. [click weblink below to locate supplier's available series, model number & price]: <a href="http://publisservice.gc.ca/services/icpsss-spicsn/furniture/seatingseriesrotary-e.html">http://publisservice.gc.ca/services/icpsss-spicsn/furniture/seatingseriesrotary-e.html</a> Add more rows if necessary.						Extended Total for all Products:		\$
						Applicable Tax(es) : Specify GST/PST/HST & Amounts (as applicable):		G: \$ P: \$ H: \$

**Table 5 – Optional Delivery**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Optional Qty	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will deliver on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$
1	[Building, Floor, civic address, etc.]	[?]	[Y/M/D]	[Normal] or [Outside Normal]	(Y) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to deliver on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.					Extended Total for all Deliveries:		\$
					Applicable Tax(es) : Specify GST/PST/HST & Amounts (as applicable):		G: \$ P: \$ H: \$

**Table 6 – Optional Installation**

Section A - IU REQUIREMENT					Section B – SUPPLIER'S BID		
Product Item # from Table 1	Location	Optional Qty	Desired Date (Y/M/D)	Desired Time: Normal Business Hours (Normal) Or Outside Normal Business Hours (Outside)*	Supplier will install on the date and at the time below*	Firm Price \$	Extended Total (Qty x Firm Unit Price) \$
1	[Building, Floor, civic address, etc.]	[?]	[Y/M/D]	[Normal] or [Outside Normal]	(Y) (M) (D) (T)		
*If no dates and times are added by the Supplier, the Supplier agrees to install on the Desired Date and Time. [Normal Business Hours 8:00 – 17:00, as per SA, Annex A, article 5] Add more rows if necessary.					Extended Total for all Installations:		\$
					Applicable Tax(es) : Specify GST/PST/HST & Amounts (as applicable):		G: \$ P: \$ H: \$

**ADVANCED REQUEST FOR BID (RFB) – GENERAL STREAM – COMPETITIVE SUPPLIER  
OFFICE SEATING**

**Table 7 – Associated Aspects**

<b>1.</b>	<b>Upholstering Colour</b>	
1.1	<p>For each of the chairs listed in Table 1 above, within two business days of the award of Contract, the Contractor must deliver, to the Contracting Authority, information describing all of the upholstery names and colours available within the colour category specified for each chair. The descriptive information is to be in the form of coloured samples or documentation showing the true colours.</p> <p>Within two business days of the Contracting Authority's receipt of all descriptive information, the Contracting Authority will provide the Contractor with a written notice of Canada's colour choices for each of the chairs in Annex A.</p> <p>The Contractor will deliver the chairs corresponding to Canada's choice of specific colour(s) within the colour category. No additional charge will be applied to Canada.</p>	
<b>2.</b>	<b>Canada's Facilities to Accommodate the Delivery</b>	
2.1	Loading Dock/Location	
A	Location	25 chemin du Grand Bernier Sud, Bâtiment B-182, local H-250, St-Jean-sur-Richelieu, Québec, Canada J0J 1R0
B	Dock	
C	Lift	Existing, in room H202A Capacity 2000lbs 76x55
D	Door	72x84
2.2	Freight Elevator	Existing in room J202A, capacity 4000lbs, 76x96
2.3	Other (specify, if any)	
<b>3.</b>	<b>Continuance of Certifications</b>	
	The Bidder certifies that by submitting a bid in response to the RFB, the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, continues to comply with all of the certifications listed in Parts 6A and 6B of the Bidder's SA for Office Seating, as follows:	
3.1	Integrity Provisions	
3.2	Federal Contractor's Program for Employment Equity	
3.3	Green Chair Recognition Product Conformance (Applies only to Bidders whose proposed chair(s) are denoted in the SA with this recognition)	
3.4	Product Conformance	
3.5	Price Certification (In accordance with the SA, Part 6B)	

**Table 8 - Bid Evaluation and Contract Total (Canada may complete if not completed by the Bidder)**

1	Product Total (Table 1)	\$
2	<b>Optional</b> Product Total (Table 4)	\$
3	Delivery Total (Table 2)	\$
4	<b>Optional</b> Delivery Total (Table 5)	\$
5	Installation Total (Table 3)	\$
6	<b>Optional</b> Installation Total (Table 6)	\$
7	<b>Total Evaluated (Bid) Price (1 + 2 + 3 + 4 + 5 + 6):</b>	\$\$
8	Applicable Tax(es):	\$
9	Estimated Total Contract Amount (7+8):	\$

**Table 9 – Bidder's Authorized Representative**

<b>Table 6 – Bidder's Authorized Representative</b>		
1.	Bidder's Authorized Representative for the Bid and the Contract	
	Name:	Telephone:
		Facsimile:
		E-Mail:
		Other:



**ANNEX B  
SECURITY REQUIREMENTS**

- A. The security requirements set out in the attached Security Requirements Check List (SRCL) apply to and form part of the Contract.
  
- B. The security requirements set out in the attached Security Requirements Check List (SRCL) and in the terms below apply to and form part of the Contract.



Contract Number / Numéro du contrat SJ-145761
Security Classification / Classification de sécurité Sans classification

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine MDN	2. Branch or Directorate / Direction générale ou Direction Détachement des Opérations Immobilières St-Jean	
3. a) Subcontract Number / Numéro du contrat de sous-traitance SJ-145761	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Achat et installation d'ameublement pour la Div Soutien environ 60 postes de travail dans le H-250.		
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: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:
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"/>



Contract Number / Numéro du contrat SJ-145761
Security Classification / Classification de sécurité Sans classification

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |                                                                             |                                                                 |                                                     |                                                                  |
|-----------------------------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<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 :

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



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Security Classification / Classification de sécurité Sans classification

**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 CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉE			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	
							NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			A	B	C				
Information / Assets / Renseignements / Biens / Production																	
IT Media / Support TI																	
IT Link / Lien électronique																	

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Contract Number / Numéro du contrat SJ-145761
Security Classification / Classification de sécurité Sans classification

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

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

Name (print) - Nom (en lettres moulées) Capt Véronique Jacques	Title - Titre Cmndt DOI St-Jean int (:)	Signature 
Telephone No. - N° de téléphone 450-358-7099 ext 6661	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel tran.huynh@forces.gc.ca
		Date 21 septembre 2016

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

Name (print) - Nom (en lettres moulées) <b>Tippy Graham - DDSO - Industrial Security Senior Security Analyst Tel: 613-996-0283 E-mail: tippy.graham@forces.gc.ca</b>	Title - Titre	Signature 
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date 29 Sept 2016

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 / Non      Yes / Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date

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

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date