



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

Bid Receiving  
PWGSC  
33 City Centre Drive  
Suite 480C  
Mississauga  
Ontario  
L5B 2N5  
Bid Fax: (905) 615-2095

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

**Proposal To: Public Works and Government  
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada  
Ontario Region  
33 City Centre Drive  
Suite 480  
Mississauga  
Ontario  
L5B 2N5

<b>Title - Sujet</b> Human Mannequin Simulators	
<b>Solicitation No. - N° de l'invitation</b> W6369-16A044/A	<b>Date</b> 2017-06-29
<b>Client Reference No. - N° de référence du client</b> W6369-16A044	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$TOR-011-7318	
<b>File No. - N° de dossier</b> TOR-7-40016 (011)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-08-09</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Kane, Rachel	<b>Buyer Id - Id de l'acheteur</b> tor011
<b>Telephone No. - N° de téléphone</b> (905) 615-2467 ( )	<b>FAX No. - N° de FAX</b> (905) 615-2060
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE various locations, per call-up Ottawa Ontario K1A0K2 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

---

## TABLE OF CONTENTS

### **PART 1- GENERAL INFORMATION**

- 1.1 Introduction
- 1.2 Summary
- 1.3 Debriefings

### **PART 2- BIDDER INSTRUCTIONS**

- 2.1 Standard Instructions, Clauses and Conditions
- 2.2 Submission of Bids
- 2.3 Enquiries- Bid Solicitation
- 2.4 Applicable Laws

### **PART 3- BID PREPARATION INSTRUCTIONS**

- 3.1 Bid Preparation Instructions
- 3.2 Section I: Technical Bid
- 3.3 Section II: Financial Bid
- 3.4 Section III: Certifications

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

- 4.1 Evaluation Procedures
- 4.2 Technical Evaluation
- 4.3 Financial Evaluation
- 4.4 Basis of Selection

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

- 5.1 Certifications Required with the Bid
- 5.2 Certifications Precedent to Contract Award and additional Information

### **PART 6- SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

- 6.1 Security Requirement

### **PART 7- RESULTING CONTRACT CLAUSES**

- 7.1 Statement of Requirement
- 7.2 Task Authorization
- 7.3 Standard Clauses and Conditions
- 7.4 Security Requirement
- 7.5 Term of Contract
- 7.6 Authorities
- 7.7 Payment
- 7.8 Invoicing Instructions
- 7.9 Certifications and Additional Information
- 7.10 Applicable Laws
- 7.11 Priority of Documents
- 7.12 Insurance
- 7.13 SACC Manual Clauses

### **LIST OF ANNEXES:**

- |                       |                                  |
|-----------------------|----------------------------------|
| Annex A               | Statement of Requirements        |
| Appendix 1 to Annex A | DND 626, Task Authorization Form |
| Appendix 2 to Annex A | Training Delivery Schedule       |
| Annex B               | Basis of Payment                 |

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

---

Annex C	Security Requirement Checklist
Annex D	Electronic Payment Instruments
Annex E	Additional Certifications

List of Attachments to Part 4 (Evaluation Procedures and Basis of Selection):

- Attachment 4.1- Bid Evaluation Criteria

## **PART 1 – GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Requirement, the Basis of Payment, the Security Requirements Checklist, the Electronic Payment Instruments, the DND 626 Task Authorization Form and any other annexes.

### **1.2 Summary**

- (a) This bid solicitation is being issued to satisfy the requirement of the Canadian Armed Forces (CAF), through the Canadian Forces Health Services Group (CF H Svcs Gp), for the procurement of good and services. The Bidder will be responsible for delivering Human Mannequin Simulators (HMS) units with HMS operator and service training at various building locations at the Canadian Forces Bases, in accordance with Annex A.
- (b) It is intended to result in the award of a contract for one (1) year with 1-4 year option.
- (c) There are security requirements associated with this requirement. For additional information, consult Part 6 – Security, Financial and Other Requirements, and Part 7 – Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
- (d) The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

### **1.3 Debriefings**

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

---

## PART 2 – BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

- (a) All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://www.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.
- (b) Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.
- (c) The [2003](#) (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.
- (d) Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:  
Delete: 60 days  
Insert: 90 days

### 2.2 Submission of Bids

- (a) Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.
- (b) Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

### 2.3 Enquiries - Bid Solicitation

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.
- (b) Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

### 2.4 Applicable Laws

- (a) Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.
- (b) Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

---

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

- (a) Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I:            Technical Bid (5 hard copies)  
Section II:           Financial Bid (1 hard copy)  
Section III:          Certifications (1 hard copy)

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

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

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

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

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

### **3.2 Section I: Technical Bid**

- (a) In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.
- (b) The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

### **3.3 Section II: Financial Bid**

- (a) Bidders must submit their financial bid in accordance with the Basis of Payment in Annex B. The total amount of Applicable Taxes must be shown separately.
- (b) **Electronic Payment of Invoices- Bid**
  - (i) If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "D" Electronic Payment Instruments, to identify which ones are accepted.
  - (ii) If Annex "D" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

---

(iii) Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

(c) **Exchange Rate Fluctuation**

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

**3.4 Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.

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

### **4.1 Evaluation Procedures**

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

### **4.2 Technical Evaluation**

#### **(a) Mandatory Technical Criteria**

The proposed Human Mannequin Simulator must meet the mandatory criteria in Attachment 4.1 Bid Evaluation Criteria. Failure to meet any one of the mandatory criteria will result in your bid being declared non-responsive.

### **4.3 Financial Evaluation**

#### **(a) Mandatory Financial Criteria**

- (i) The Bidder must submit with its bid, pricing details in accordance with Annex B- Basis of Payment in Canadian dollars.
- (ii) Bids will be evaluated based on the prices proposed in Annex B. The evaluated price will be the Total Evaluated Price which is the aggregated total of Article 1.1, Article 1.2 and Article 1.3 (all applicable taxes extra) from Annex B.
- (iii) The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

#### **(b) SACC Manual Clause**

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price

### **4.4 Basis of Selection**

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



#### Attachment 4.1- Bid Evaluation Criteria

##### Mandatory Technical Criteria

The Bidder must provide documentation and demonstrate in the bid that they meet each and every criterion. **Failure to provide supporting documentation may result in the bid being deemed non-responsive.**

**The Bidder must provide documentation, in the form of an operator's manual, technical/sales brochures and certifications, which demonstrate their proposed Human Mannequin Simulator meets all the following Mandatory Requirement.**

#	REQUIREMENT	Bidder's Response
		Demonstrated and Identity Supporting Documents (Bidders to insert data and page number)
M1 - The Bidder must demonstrate that their proposed Human Mannequin Simulator has the following characteristics:		
M1.1	Articulation of hips, knees, ankles, shoulders, elbows, and wrists;	
M1.2	Full range of motion in the extremities and neck;	
M1.3	Ability to modify the posture of the head;	
M1.4	Operates for a minimum of four (4) hours on an internal or externally connected rechargeable battery source; and	
M1.5	Includes a speaker with remote sound capability, allowing the HMS operator to interact with students during training scenarios.	
M2 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following physiological Vital Sign Monitoring conditions:		
M2.1	Electrocardiogram (ECG) minimum range of 40 to 200 beats per minute (BPM);	
M2.2	ECG arrhythmias;	
M2.3	Blood oxygen level range from not-sensed to 100%;	
M2.4	Non-Invasive Blood Pressure (NIBP) minimum range (systolic/diastolic) 80/50 to 200/160;	
M2.5	End-tidal carbon dioxide (ETCO <sub>2</sub> ); and	
M2.6	CPR simulations including generated palpable pulses, blood pressure wave form, realistic compression depth and resistance, detection of depth, release and frequency of compressions. Provide real-time feedback on the quality of CPR.	
M3 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Eyes, Ear and Mouth conditions:		
M3.1	Eyes must have the ability to blink, concurrently or independently, and open and close the eyes on demand	

M3.2	Pupils must react to light	
M3.3	Stridor throat sounds	
<b>M4 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Airway conditions:</b>		
M4.1	Flexible tongue;	
M4.2	Arytenoids cartilage;	
M4.3	Vocal cords;	
M4.4	The inability to intubate, tongue edema, pharyngeal swelling, laryngospasm, and trismus;	
M4.5	Head and chin tilt, and jaw thrust;	
M4.6	Oral intubation using standard video laryngoscope blades;	
M4.7	Performance of tracheotomy or needle cricothyrotomy for emergency airway puncture;	
M4.8	Laryngeal Mask Airway (LMA) and esophageal tracheal combitube placement;	
M4.9	Bag Valve Mask (BVM) supported; and	
M4.10	Tracheal access through the neck.	
<b>M5 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Respiratory conditions:</b>		
M5.1	Simulated lungs for spontaneous breathing and chest rise and fall;	
M5.2	Spontaneous breathing, bilateral and unilateral chest rise and fall, with normal and abnormal anterior and posterior breath sounds;	
M5.3	Cyanosis, bilateral needle thoracentesis, unilateral and bilateral chest movement, unilateral and lobar chest sounds, and bilateral chest tube insertion;	
M5.4	Bronchial occlusion;	
M5.5	Control rate and depth of respiration;	
M5.6	Ability to select breathing patterns with lung sounds (upper, lower, right and left);	
M5.7	Ability to simulate convulsions; and	
M5.8	Ability to control the amount of exhaled carbon dioxide (CO2).	
<b>M6 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Cardiac conditions:</b>		
M6.1	Heart sounds (normal and abnormal);	
M6.2	Chest compressions with carotid pulse response;	
M6.3	Cardiac monitoring of advanced cardiac life support (ACLS) arrhythmias;	
M6.4	Able to perform defibrillation on mannequin. Shock discharge resolves pulseless ventricular tachycardia; and	
M6.5	Pacing.	
<b>M7 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the</b>		

following Pulse conditions:		
M7.1	Bilateral pulse sites at carotid, brachial, radial, femoral, popliteal, and pedal;	
M7.2	Pulse synchronized with ECG and reflects all ACLS arrhythmias; and	
M7.3	Distal pulses diminish as blood pressure drops.	
<b>M8 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Non-Invasive Blood conditions:</b>		
M8.1	Artificial simulation of the blood pressure via the blood pressure cuff is acceptable;	
M8.2	Manual bilateral blood pressure sites;	
M8.3	Detectable via Palpation; and	
M8.4	Detectable via Auscultation.	
<b>M9 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Urology conditions:</b>		
M9.1	Ability to catheterize; and	
M9.2	Internal reservoir for urinary output.	
<b>M10 - The Bidder must demonstrate that their Human Mannequin Simulator includes the following emergency care (Trauma) training modules:</b>		
M10.1	Contused ankle and foot	
M10.2	Projectile entry	
M10.3	Open fracture (arm and leg)	
M10.4	Exposed Viscera (adult)	
M10.5	Impaled object	
M10.6	Exit wounds	
M10.7	Closed fracture	
M10.8	Reservoir to store simulated blood	
M10.9	Capable of receiving intravenous fluids, either storing the fluid internally in a reservoir or evacuating the fluid through a drain port	
M10.10	Ability to sense the application of a pressure tourniquet and staunch the flow of blood as the tourniquet is tightened.	
<b>M11 - The Bidder must demonstrate that their proposed Human Mannequin Simulator has articulation for the following applications of:</b>		
M11.1	Cervical collars;	
M11.2	Splint and traction in superior or inferior limbs;	
M11.3	Tourniquets.	
<b>M12 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Intravenous Injection conditions:</b>		
M12.1	Peripheral IV cannulation in both the upper and lower extremities.	
M12.2	Intraosseous (IO).	
M12.3	Intraosseous infusion / cannulation.	

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

M12.4	Sternal and Tibial injection sites.	
M12.5	Bilateral Intramuscular (IM) injection sites.	
<b>M13 - The Bidder must demonstrate that their proposed Human Mannequin Simulator can simulate the following Gastrointestinal conditions:</b>		
M13.1	Orogastric tube insertion.	
M13.2	Gastric distension with esophageal intubation.	

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Required with the Bid

#### (a) Integrity Provisions - Declaration of Convicted Offences

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

### 5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

#### (a) Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

#### (b) Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's website](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) ([www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

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

## **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

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

### **6.1 Security Requirements**

- (a) Before award of a contract, the following conditions must be met:
  - (i) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
  - (ii) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
  - (iv) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (b) 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.
- (c) For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) website.

---

## Part 7- RESULTING CONTRACT CLAUSES

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

### 7.1 Statement of Requirement

- (a) The Contractor must perform the Work in accordance with the Statement of Requirement at Annex A.

(b) **Optional Goods and/or Services**

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Article 1.2 in Annex B of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

### 7.2 Task Authorization (TA)

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

(a) **Task Authorization Process**

- (i) The DND Procurement authority (Technical Authority) will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form" specified in Appendix 1 to Annex A.
- (ii) The Task Authorization (TA) will contain the details of the work to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the breakdown of the cost(s) established in accordance with the Basis of Payment, specified in the Contract.
- (iii) The Contractor must not commence work until a TA authorized by the Technical Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

(b) **Task Authorization Limit**

- (i) The Program Director may authorize individual task authorizations up to a limit of \$25,000.00. Applicable Taxes included, inclusive of any revisions.
- (ii) Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

(c) **Canada's Obligation - Portion of the Work - Task Authorizations**

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

(d) **Periodic Usage Reports- Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized TAs issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

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

The data must be submitted to the Contracting Authority no later than ten (10) calendar days after the end of the reporting period.

(i) **Reporting Requirement - Details**

A detailed and current record of all authorized tasks must be kept for each contract with a TA process. This record must contain:

A. **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized TA of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

B. **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

(e) **Task Authorization – Department of National Defence**

The administration of the Task Authorization process will be carried out by the Technical Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

**7.3 Standard Clauses and Conditions**

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

(a) **General Conditions**

2030 (2016-04-04), General Conditions – Higher Complexity - Goods, apply to and form part of the Contract.

**7.4 Security Requirements**

The following security requirements apply and form part of the Contract.

- a) The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- b) The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.



- c) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- d) The Contractor must comply with the provisions of the:
  - a. Security Requirements Check List and security guide (if applicable), attached at Annex C;
  - b. Industrial Security Manual (Latest Edition).

## 7.5 Term of Contract

### (a) Period of the Contract

The period of the Contract is from date of Contract award ending four (4) years later. *(Dates to be inserted at Contract award)*

### (b) Delivery Date

- (i) For Firm Requirement, Article 1.1 in Annex B – Basis of Payment  
All deliverables must be received eight to ten (8-10) weeks from contract award date.
- (ii) For Optional Requirement, Article 1.2 in Annex B – Basis of Payment  
All the deliverables must be received eight to ten (8-10) weeks following the time the option(s) is exercised through a contract amendment issued by the Contracting Authority.

### (c) Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

## 7.6 Authorities

### (a) Contracting Authority

The Contracting Authority for the Contract is:

Name: Rachel Kane  
Title: Intern Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Ontario  
Address: 33 City Centre Drive, Suite 480  
Mississauga, Ontario, Canada, L5B 2N5.  
Telephone: 905-615-2078  
Facsimile: 905-615-2060  
E-mail address: Rachel.Kane@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### (b) Technical Authority

The Technical Authority for the Contract is: (to be provided at Contract Award)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

(c) **Contractor's Representative** (fill out with bid)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Business Procurement Number (PBN): \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**7.7 Payment**

(a) **Basis of Payment- Firm Price, Firm Unit Price(s) or Firm Lot Price(s)**

For the Work described in Annex B- Basis of Payment.

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a firm lot price(s) for a cost of \$ \_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.

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

(b) **Firm Unit Price(s) or Firm Lot Price- Task Authorization**

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm unit prices in accordance with the Basis of Payment, in Annex B, Article 1.3, as specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

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

(c) **Limitation of Expenditure- Cumulative Total of all Task Authorizations**

- (i) Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ \_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.
- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - (a) when it is 75 percent committed, or
  - (b) four (4) months before the contract expiry date, or
  - (c) as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.

- (iv) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

(d) **Multiple Payments**

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

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

(e) **Electronic Payment of Invoices**

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- (i) Visa Acquisition Card;
- (ii) MasterCard Acquisition Card;
- (iii) Direct Deposit (Domestic and International);
- (iv) Electronic Data Interchange (EDI);
- (v) Wire Transfer (International Only);
- (vi) Large Value Transfer System (LVTS) (Over \$25M)

## 7.8 Invoicing Instructions

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

## 7.9 Certifications and Additional Information

(a) **Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

## 7.10 Applicable Laws

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

## 7.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2030 (2016-04-04);

- (c) Annex A, Statement of Requirement;
  - (i) Appendix 1 to Annex A - DND 626, Task Authorization Form
  - (ii) Appendix 2 to Annex A - Training Delivery Schedule
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) the signed Task Authorization; and
- (e) the Contractor's bid dated \_\_\_\_\_ (insert at time of contract award)

#### **7.12 Insurance**

SACC Manual clause G1005C (2008-05-12), Insurance

#### **7.13 SACC Manual Clauses**

*SACC Manual* clause A9062C (2011-05-16) Canadian Forces Site Regulations

*SACC Manual* clause B1501C (2006-06-16) Electrical Equipment

---

## **ANNEX "A" STATEMENT OF REQUIREMENT**

### **1. REQUIREMENT**

The Department of National Defence, Canadian Armed Forces (CAF), through the Canadian Forces Health Services Group (CF H Svcs Gp), has a requirement for a Human Mannequin Simulator (HMS). The Contractor must supply and deliver 8 fully functional HMS with the option to purchase an additional 24. The power adaptor for the rechargeable batteries for each unit must have a Canadian Standards Association (CSA) certification, or equivalent (proof of certification or proof of equivalency must be submitted) ([www.csagroup.org/global/en/about-csa-group/certification-marks-labels](http://www.csagroup.org/global/en/about-csa-group/certification-marks-labels)). Equivalency must be recognized by SCC (Standard Council of Canada) ([www.scc.ca](http://www.scc.ca)).

### **2. BACKGROUND**

The Canadian Forces Health Services Group currently has Human Mannequin Simulators, with varying degrees of complexity, at various medical clinics and training facilities across Canada. This contract will be used to cover the replacement of older, obsolete mannequins, and standardize CF H Svcs Gp Human Mannequin Simulator inventory.

### **3 SPECIFICATIONS**

Each HMS unit must meet the following specifications:

#### **3.1 General Characteristics**

##### **3.1.1 Articulations, Motion, and Removable Parts:**

- (a) Must have articulation of major joints: hips, knees, ankles, shoulders, elbows, and wrists;
- (b) Must have disarticulation of major joints: hips, knees, ankles, shoulders, elbows, and wrists;
- (c) Must have removable left and right leg, detachable at the hip or knee;
- (d) Must have removable left and right arm, detachable at the shoulder or elbow;
- (e) Must have a full range of motion in the extremities and neck; and
- (f) Must have the ability to modify the posture of the head.

##### **3.1.2 Hemorrhage:**

- (a) Must have the ability to simulate extremity hemorrhage; and
- (b) Must have the ability to apply tourniquets to extremities to stop bleeding.

##### **3.1.3 Realistic Skin:**

- (a) The HMS skin must be capable of accepting, without discoloration of the skin or affecting the warranty of the HMS, repeated applications of traditional medical *moulage*, as a means to simulate casualty injuries and medical conditions.

##### **3.1.4 Monitoring:** Allow the clinical staff to monitor various vital signs as programmed and controlled by the HMS Operator, including:

- (a) Electrocardiogram (ECG) minimum range of 40 to 200 beats per minute (BPM) (3, 5, and 12 lead);
- (b) Full spectrum of ECG arrhythmias;
- (c) Blood oxygen level range from not-sensed to 100% with pulse oximetry waveform indicative of perfusion states;
- (d) Non-Invasive Blood Pressure (NIBP) minimum range (systolic/diastolic) 80/50 to 200/160;
- (e) End-tidal carbon dioxide (ETCO<sub>2</sub>); and

---

(d) Drug recognition capability

3.1.5 Cardiopulmonary Resuscitation (CPR). CPR simulations including generated palpable pulses, blood pressure wave form, realistic compression depth and resistance, detection of depth, release and frequency of compressions. Provide real-time feedback to the clinician on the quality of CPR.

3.1.6 Operating Environment and Constraints:

- (a) Must be durable and rugged, allowing transportation and relocation of the simulated casualty;
- (b) Must operate for a minimum of four (4) hours on an internal or externally connected rechargeable battery source that is easily transferrable with the HMS during training scenarios;
- (c) Must have the ability to charge the rechargeable battery from standard North American 120V 60Hz power;
- (d) Must operate at temperatures ranging from +10 to +35 degrees Celsius;
- (e) Must weigh between 35 and 110kg (77 to 240lbs) to realistically simulate patient weight;
- (f) Must include a speaker with remote sound capability, allowing the HMS operator to interact with students during training scenarios; and
- (g) The included laptop or tablet must communicate with the HMS mannequin utilizing 802.11 communications protocols.

3.2 **Eyes, Ear, and Mouth**

- (a) Must simulate a real patient's eyes, meaning the Low Fidelity HMS eyes must blink, concurrently or independently, and open and close the eyes on demand;
- (b) Pupils must react to light;
- (c) Nasal intubation;
- (d) Articulated mandible; and
- (e) Stridor throat sounds.

3.3 **Airway**

3.3.1 Anatomically realistic with:

- (a) flexible tongue;
- (b) arytenoids cartilage;
- (c) vocal cords;
- (d) Trachea;
- (e) bronchial tree; and
- (f) esophagus.

3.3.2 Airway complications, including:

- (a) the inability to intubate, tongue edema, pharyngeal swelling, laryngospasm, and trismus;
- (b) airway resistance;
- (c) multiple airway features, including head and chin tilt, and jaw thrust;
- (d) the performance of oral intubation using standard video laryngoscope blades;
- (e) the performance of tracheotomy and needle cricothyrotomy for emergency airway puncture;

- (f) the performance of endotracheal and nasotracheal intubation;
- (g) Laryngeal Mask Airway (LMA) and esophageal tracheal combitube placement;
- (h) Bag Valve Mask (BVM) supported; and
- (i) Tracheal access through the neck.

#### 3.4 **Respiratory**

- (a) Simulated lungs for spontaneous breathing and realistic chest rise and fall and fail chest.
- (b) Breathing simulations including, spontaneous breathing, bilateral and unilateral chest rise and fall, with normal and abnormal anterior and posterior breath sounds.
- (c) Breathing complications such as cyanosis, bilateral needle thoracentesis, unilateral and bilateral chest movement, unilateral and lobar chest sounds, and bilateral chest tube insertion.
- (d) Bronchial occlusion.
- (e) Must control rate and depth of respiration.
- (f) Must be able to select breathing patterns with a selection of lung sounds (upper, lower, right and left).
- (g) Must be ability to simulate convulsions.
- (h) Must be ability to control the amount of exhaled carbon dioxide (CO2).

#### 3.5 **Cardiac**

- (a) Heart sounds (normal and abnormal).
- (b) Chest compressions with carotid pulse response.
- (c) Cardiac features including an extensive ECG library with heart sounds at the five (5) anterior locations:
  - Second right intercostal space, right sternal border;
  - Second left intercostal space, left sternal border;
  - Third left intercostal space, left sternal border;
  - Fourth left intercostal space, left sternal border; and
  - Fifth intercostal space, left mid-clavicular line.
- (d) Cardiac monitoring of all advanced cardiac life support (ACLS) arrhythmias.
- (e) Able to perform defibrillation on mannequin. Shock discharge resolves pulseless ventricular tachycardia.
- (f) Ability to perform pacing.

#### 3.6 **Pulse**

- (a) Bilateral pulse sites at carotid, brachial, radial, femoral, popliteal, and pedal.
- (b) Independent control of pulse sites.
- (c) Pulse synchronized with ECG and reflects all ACLS arrhythmias.
- (d) Distal pulses diminish as blood pressure drops.

#### 3.7 **Non-Invasive Blood Pressure**

- (a) The mannequin simulated blood pressure, artificial simulation of the blood pressure via the blood pressure cuff is acceptable.
- (b) Manual bilateral blood pressure sites.

- (c) Detectable via Palpation.
- (d) Detectable via Auscultation.
- (e) Blood pressure reading obtained thru a standard manual blood pressure cuff or through the use of an automatic blood pressure cuff.

### 3.8 **Urology**

- (a) Interchangeable male and female genitalia.
- (b) Ability to catheterize.
- (c) Minimum 60 millilitre internal reservoir for urinary output.

### 3.9 **Trauma**

3.9.1 As a minimum, must include the following emergency care training modules:

- (a) Contused ankle and foot;
- (b) Projectile entry;
- (c) Open fracture (arm and leg);
- (d) Exposed Viscera (adult);
- (e) Impaled object
- (f) Exit wounds; and
- (g) Closed fracture.

3.9.2 Must have realistic articulation for the application of:

- (a) Cervical collars;
- (b) Splint and traction in superior or inferior limbs;
- (c) Spineboard; and
- (d) Tourniquets.

3.9.3 Must be capable of receiving intravenous fluids, either storing the fluid internally in a reservoir or evacuating the fluid through a drain port.

3.9.4 Must have reservoir to store simulated blood.

3.9.5 Must have the ability to sense the application of a pressure tourniquet and staunch the flow of blood as the tourniquet is tightened.

### 3.10 **Intravenous Injection**

- (a) Peripheral IV cannulation at multiple sites in both the upper and lower extremities.
- (b) Intraosseous (IO).
- (c) Intraosseous infusion / cannulation.
- (d) Sternal and tibial.
- (e) Bilateral Intramuscular (IM) injection sites.

### 3.11 **Gastrointestinal**

- (a) Nasogastric tube insertion.
- (b) Orogastric tube insertion.
- (c) Gastric distension with esophageal intubation.

## 4. **SOFTWARE**

- (a) Must have the ability to record all clinician and operator interactions with the HMS for later review.



- (b) The HMS software and all reference materials must be available in both English and French, in compliance with the *Official Languages Act*.
- (c) Monitoring and control of all HSM functions through the tablet or laptop.
- (d) Permit the operator to change the HMS physiology to meet training scenario requirements.
- (e) The Contractor must provide Canada with all software updates and new releases for a period of four (4) years commencing on the contract award date, at no additional cost.  
Note: "Updates" includes all enhancements, extensions or other modifications to the software. "Releases" includes any enhancements or modifications to the software, or new modules or supplementary modules that function in conjunction with the software that represents the next generation of software, and which the Contractor decides to make available to its customers, usually for an additional charge.

**5. REFERENCE MATERIAL AND MANUALS**

- (a) The training manuals, technical service manuals with detailed schematics and parts list, reference materials and documentation are included.
- (b) The Contractor grants a perpetual, non-revocable license to use, reproduce, and translate the training, technical and reference manuals, materials and documents.

**6. ACCESSORIES (To Be Included With Each HMS Unit)**

- (a) One (1) additional backup battery, with charger.
- (b) 12" (minimum) touch screen monitor.
- (c) Wireless touch screen laptop or tablet computer with soft carrying case.
- (d) Right and left amputation arm.
- (e) Right and left amputation leg.
- (f) Replaceable neck collars; quantity of two (2).
- (g) Replaceable pneumo/hemo-thorax decompression sites; quantity of two (2) for each site.
- (h) Must have a case for storage and transport.
- (i) Detachable sling for the included laptop or tablet.

**7. TRAINING SESSIONS**

**7.1 HMS Operator Training**

The Contractor must provide, at a minimum, a four (4) days onsite hands-on operator training course for all of the Canadian Forces Health Services personnel. As a minimum, the training course must provide the Canadian Forces Health Services personnel with the knowledge necessary to navigate the various menus, systems and sub-systems, and the ability to create and operate training scenarios, including basic troubleshooting of the simulator. At the completion of the training, each Canadian Forces Health Services personnel must be comfortable operating the simulator.

**7.2 HMS Operator Training - Included With HMS Units**

The Contractor must provide one (1) Operator Training session for each and every HMS unit procured, as follows:

- (a) Sessions. Operator Training for an estimated five (5) operators.
- (b) Timelines. The training must be performed within thirty (30) calendar days of request for training.
- (c) Locations. The training is to take place on Canadian Forces bases (CFB), at DND/CAF's facilities. The training is to be performed at the locations specified in Appendix 2 to Annex A.

- (d) Language. Must be performed as follows:
  - (i) at the Canadian Forces Health Services Training Centre, Borden, Ontario: two (2) sessions in English and one (1) session French;
  - (ii) in French for locations within Quebec; and
  - (iii) in English for all other locations.
- (e) All Inclusive. All Contractor related costs associated with the performance of Operator Training (inclusive of the training manuals, reference materials, documentation, tuition, and Contractor's Trainer travel and living expenses) must be included in the HMS price.
- (f) License. The Contractor grants a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- (g) Documentation. The Contractor must provide:
  - (i) one (1) hardcopy of the training manual for each participant on the first day of the course. Hardcopies will be provided in English for English courses and French for French courses.
  - (ii) The contractor will provide one (1) electronic copy of the training manual in English and one (1) electronic copy of the training manual in French. The electronic copies will be provided in PDF format.

### 7.3 **HMS Technical Service Training**

- (a) The Contractor must provide, at a minimum, a three (3) day onsite hands-on technical training course for Canadian Forces Health Services Biomedical Technologist personnel.
- (b) As a minimum, the technical training course must provide the Canadian Forces Health Services Biomedical Technologist personnel with the following:
  - (i) knowledge necessary to efficiently navigate the various menus, systems, and sub-systems;
  - (ii) understanding on how to create and operate training scenarios; and
  - (iii) comprehensive training on how to repair, calibrate, and troubleshoot the simulator and its peripherals.
- (c) At the completion of the training, the Canadian Forces Health Services Biomedical Technologist personnel must be comfortable diagnosing, repairing, and operating the simulator.
- (d) The Contractor must provide one (1) HMS Technical Service Training Session, as follows:
  - (i) Session. Technical Service Training is for a group estimated at eight (8) to ten (10) Biomedical Technologists.
  - (ii) Timelines. Training must be performed within sixty (60) calendar days of request, at a date and time agreed upon between the Contractor's representative and the technical Authority.
  - (iii) Location. The training is to take place at DND/CAF's facilities: at CFB Petawawa, Ontario.
  - (iv) Language. Must be performed in English.
  - (v) All Inclusive. All Contractor related cost associated with the performance of the Technical Service Training (inclusive of the training manuals, technical service manuals with detailed schematics and parts list, reference materials, documentation, tuition and vendor travel and living expenses) must be included in the HMS price. The Government of Canada is responsible for all travel and living cost associated with sending its Biomedical Engineering Technologists on the training.
  - (vi) License. The Contractor grants a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.

- (vii) Documentation. The Contractor must provide one (1) copy each of the technical/service manual, with schematics and list of replacement parts, for each participant on the first day of the course. Hardcopies will be provided in English for English courses and, if available, in French for French courses. The electronic copies of the manuals will be provided in PDF format.

**8. ADDITIONAL TRAINING SESSIONS (As-and-When Requested called up through a Task Authorization)**

**8.1 HMS Optional Operator Training** As and when requested, the Contractor must provide additional optional operator training as follows:

- (a) Timelines. Operator Training Sessions must be performed within sixty (60) calendar days of request.
- (b) Locations and Language. The training is to take place on Canadian Forces bases (CFB), at DND/CAF's facilities. Specific locations and language are detailed in Appendix 2 to Annex A.
- (c) All Inclusive. All Contractor related costs associated with the performance of Operator Training (inclusive of the training manuals, reference materials, documentation, tuition, and Contractor's Trainer travel and living expenses) must be included in the HMS price. The Government of Canada is responsible for all travel and living costs associated with sending its HMS Operators on the training.
- (d) License. The Contractor grants a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- (e) Documentation. The Contractor must provide one (1) copy of the training manual for each participant on the first day of the course. Hardcopies will be provided in English for English courses and French for French courses. The contractor will provide one (1) electronic copy of the training manual in English and one (1) electronic copy of the training manual in French. The electronic copies will be provided in PDF format.
- (f) Class size. Estimated 5 persons per training session.

**8.2 HMS Technical Service Training** As and when requested, the Contractor must provide additional technical service training as follows:

- (a) Timelines. Training must be performed within sixty (60) calendar days of request, at a date and time agreed upon between the Contractor's representative and the Technical Authority.
- (b) Location. The training is to take place at DND/CAF's facilities: at CFB Petawawa, Ontario.
- (c) Language. Must be performed in English.
- (d) All Inclusive. All Contractor related cost associated with the performance of the Technical Service Training (inclusive of the training manuals, technical service manuals with detailed schematics and parts list, reference materials, documentation, tuition and vendor travel and living expenses) must be included in the HMS price. The Government of Canada is responsible for all travel and living cost associated with sending its Biomedical Engineering Technologists on the training.
- (e) License. The Contractor grants a perpetual, non-revocable license to use, reproduce, and translate the training and reference manuals, materials, and documentation.
- (f) Documentation. The Contractor must provide one (1) copy each of the technical/service manual, with schematics and list of replacement parts, for each participant on the first day of the course. Hardcopies will be provided in English for English courses and, if available, in French for French courses. The electronic copies of the manuals will be provided in PDF format.
- (g) Class size. Estimated 5 persons per training session.

---

## 9. WARRANTY, SERVICE, SUPPORT & REPAIR

- (a) In the event a HMS requires repair or overhaul beyond the capabilities of the CF H Svcs Gp BE Tech staff, the CF H Svcs Gp, at their sole discretion, may return the HMS to the Contractor for additional work. The Contractor must provide the Technical Authority with a detailed quote that includes the following:
  - (i) the cost of parts;
  - (ii) the cost of labor; and
  - (iii) ground expedited return shipping cost.
- (b) The Technical Authority, upon review of the quote, reserves the right to authorize or decline the repair estimate.
- (c) In the event the repair is declined the Contractor will be reimbursed the reasonable cost for inspection and ground return shipping. No repair is to be performed without first receiving Technical Authority approval.
- (d) Repairs, when authorized, must be performed in accordance with Original Equipment Manufacturers (OEM) specifications and completed within ten (10) business days.
- (e) Upon completion of the repair work the Contractor must provide the Technical Authority with a detailed description of the work performed including the following:
  - (i) list of replaced parts;
  - (ii) the technical inspector's observations; and
  - (iii) the name of the technical inspector who completed the repair.
- (f) In the event the Contractor performs a repair which requires the operating software of the HMS to be upgraded the Contractor must install the latest released OEM software version.
- (g) The Contractor must provide a warranty for a minimum of ninety (90) calendar days for the repaired HMS.

## 10. SERVICE CALLS

The Contractor must provide Canada with an unlimited number of telephone technical support call during regular business hours, 8:00am – 5:00pm (EST), Monday to Friday, excluding Canadian statutory holidays.

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

**APPENDIX 1 to ANNEX A**  
**DND 626, Task Authorization Form**

National Défense nationale		TASK AUTHORIZATION AUTORISATION DES TÂCHES	
All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. - N° du contrat	
		Task no. - N° de la tâche	
Amendment no. - N° de la modification	Increase/Decrease - Augmentation/Réduction	Previous value - Valeur précédente	
To - À	<b>TO THE CONTRACTOR</b> You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract. <b>À L'ENTREPRENEUR</b> Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prête d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.		
Delivery location - Expédié à			
Delivery/Completion date - Date de livraison/d'achèvement	Date		
Contract item no. N° d'article du contrat	Services	Cost Prix	
		GST/HST TPS/TVH	
		Total	
APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. NE S'APPLIQUE QU'ÀUX CONTRATS DE TPWGC: La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.			
for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux			

DND 626 (01-05)

Design: Forms Management 983-4002  
Conception: Gestion des formulaires 983-4002

## APPENDIX 2 to ANNEX A

### Training Delivery Schedule

#### 1. TRAINING SESSIONS:

##### 1.1 Firm Requirement:

In accordance with Annex A.

Item	Item Description	Qty	Delivery of Units	Location of Training	Language of Training
1	- Human Mannequin Simulator (HMS) Unit - HMS Operator Training Session included with each Unit	3	Canadian Forces Base (CFB) Petawawa, Petawawa, ON K8H 2X3	Canadian Forces Base Borden 31 CF Health Services Centre Borden O-166, 30 route Ortona Road PO Box 1000 Station Main Borden, Ontario L0M 1C0	- Two (2) sessions in English - One (1) session French
2	- HMS Unit - HMS Operator Training Session included with each Unit	2	Canadian Forces Base (CFB) Petawawa, Petawawa, ON K8H 2X3	Canadian Forces Base Petawawa 1 Canadian Field Hospital 147 Flanders Row, Building BB104B PO Box 9999 Station Main Petawawa, Ontario K8H 2X3	- English
3	- HMS Unit - HMS Operator Training Session included with each Unit	3	Canadian Forces Base (CFB) Petawawa, Petawawa, ON K8H 2X3	Canadian Forces Base Valcartier Building 109 PO Box 1000 Station Forces Courcellette, Quebec G0A 4Z0	- French
4	- HMS Technical Service Training Session	1	N/A	Canadian Forces Base Petawawa 1 Canadian Field Hospital 147 Flanders Row, Building BB104B PO Box 9999 Station Main Petawawa, Ontario K8H 2X3	- English
<b>TOTAL Firm Requirement:</b>		<b>9</b>			

## 1.2 Optional Requirement:

In accordance with Annex A.

Item	Item Description	Estimated Quantity	Delivery of Units	Location of Training	Language of Training
1	- HMS Unit - HMS Operator Training Session included with each Unit	2	CFB Petawawa, Petawawa, ON K8H 2X3	CF Health Services Centre (Pacific) Detachment Vancouver 4050 4th Avenue West Vancouver, British Columbia V6R 1P6	- English
2	- HMS Unit - HMS Operator Training Session included with each Unit	2	CFB Petawawa, Petawawa, ON K8H 2X3	41 Health Services Centre Detachment Longue-Pointe 6560 Hochelaga Street East, Building 193 Montreal, Quebec H1N 1X9	- French
3	- HMS Unit - HMS Operator Training Session included with each Unit	3	CFB Petawawa, Petawawa, ON K8H 2X3	Canadian Forces Base Borden 31 CF Health Services Centre Borden O-166, 30 route Ortona Road PO Box 1000 Station Main Borden, Ontario L0M 1C0	- Two (2) sessions in English - One (1) session in French, as requested
4	- HMS Unit - HMS Operator Training Session included with each Unit	4	CFB Petawawa, Petawawa, ON K8H 2X3	Canadian Forces Base Valcartier Building 109 PO Box 1000 Station Forces Courcellette, Quebec G0A 4Z0	- French

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

5	- HMS Unit - HMS Operator Training Session included with each Unit	3	CFB Petawawa, Petawawa, ON K8H 2X3	24 CF Health Services Centre 8 Wing Trenton 50 Yukon Street P.O. Box 1000 Station Forces Astra, Ontario K0K 3W0	- English
6	- HMS Unit - HMS Operator Training Session included with each Unit	7	CFB Petawawa, Petawawa, ON K8H 2X3	Canadian Forces Base Petawawa 1 Canadian Field Hospital 147 Flanders Row, Building BB104B PO Box 9999 Station Main Petawawa, Ontario K8H 2X3	- English
7	- HMS Unit - HMS Operator Training Session included with each Unit	3	CFB Petawawa, Petawawa, ON K8H 2X3	1 Field Ambulance Edmonton Clinic Churchill Ave Building 162 PO Box 10500 Station Forces Edmonton, Alberta T5J 4J5	- English
8	HMS Technical Service Training Session	5			
<b>TOTAL Optional Requirement:</b>		<b>29</b>			



Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

## 2. ADDITIONAL TRAINING SESSIONS:

### 2.1 As-and-When Requested (Task Authorization):

In accordance with Annex A.

Item	Item Description	Estimated Quantity	Location of Training	Language of Training
1	- HMS Operator Training Session	32	- CFB Borden, ON (max 4); - CFB Petawawa, ON (max 4); - CFB Trenton, ON (max 4); - CFB Esquimalt, BC (max. 4); - CFB Halifax, NS (max. 4); - CFB Edmonton, AB (max. 4).	- English
			- CFB Borden, ON (max 4); - CFB Valcartier (max 4), QC.	- French
2	HMS Technical Service Training Session	1	CFB Petawawa	- English
TOTAL As-and-When Requested:		33		

**ANNEX B**  
**BASIS OF PAYMENT**

**1. CONTRACT PERIOD – Date of award to (4 years) (dates to be inserted at contract award)**

The firm unit prices must be an all-inclusive price for the supply, delivery and training of the requirement in accordance with Annex A – Statement of Requirement, in Canadian funds, including customs duties, all delivery and transportation charges, FOB destination, applicable taxes extra.

**1.1 Firm Requirement:**

All deliverables must be received no later than 8-10 weeks from Contract Award.

Item	Description	Quantity	Firm Unit Price (applicable taxes extra)	Extended Price (applicable taxes extra)
1	Human Mannequin Simulator (HMS) Unit including HMS Operator Training.	8	\$	\$
2	HMS Technical Service Training	1	\$ N/C	\$ N/C
Total Estimated Price:				\$

**1.2 Optional Requirement:**

The option may be exercised, at Canada's sole discretion to procure these goods and services at any time during date of award to (4 years) (*dates will be inserted at contract award*). Delivery of each unit must be received no later than 8-10 weeks following the time the option is exercised through a contract amendment issued by the Contracting Authority. Canada reserves the right to order the goods and services in single or multiple items during the Contract period.

Item	Description	Estimated Quantity	Firm Unit Price (applicable taxes extra)	Extended Price (applicable taxes extra)
1	Human Mannequin Simulator (HMS) Unit including HMS Operator Training.	24	\$	\$
2	HMS Technical Service Training	5	\$ N/C	\$ N/C
Total Estimated Price:				\$

### 1.3 As-and-When Requested (Task Authorization):

All as-and-when requested work, when authorized by the Technical Authority (TA), through a Task Authorization (TA), will be in accordance with Annex A, Article 8. The Contractor will be paid in accordance with the firm all inclusive rates outlined below.

Item	Description	Estimated Quantity	Firm Unit Price (applicable taxes extra)	Extended Price (applicable taxes extra)
1	Human Mannequin Simulator (HMS) Operating Service Training Session	32	\$	\$
2	HMS Technical Service Training Session	1	\$	\$
Total Estimated Price:				\$
*Total Evaluated Price (Total Estimated Price for Article 1.1 + Article 1.2 + Article 1.3):				\$

**NOTE:** \*row will be deleted at Contract award.

### 1.4 Travel and Living

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the [National Joint Council Travel Directive](#) and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority.

All payments are subject to government audit.

**Estimated Cost: \$ (to be inserted at contract award)**

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

## ANNEX C

### SECURITY REQUIREMENTS CHECK LIST



Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat W6369-16-A044
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 Department of National Defence	2. Branch or Directorate / Direction générale ou Direction CMP	
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A	
4. Brief Description of Work / Brève description du travail The Canadian Armed Forces has a requirement for Human Mannequin Simulators.		
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 <input type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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 <input checked="" type="checkbox"/> Yes Non 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 <input type="checkbox"/> Yes Non 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	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"/> SM	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 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"/>

TBS/SCT 350-103(2004/12)

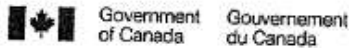
Security Classification / Classification de sécurité  
UNCLASSIFIED

Canada

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME



Contract Number / Numéro du contrat W6369-16-A044
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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes  
Non Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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

TBS/SCT 350-103(2004/12)

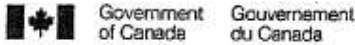
Security Classification / Classification de sécurité  
UNCLASSIFIED

Canada

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME



Contract Number / Numéro du contrat W6369-16-A044
Security Classification / Classification de sécurité UNCLASSIFIED

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

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

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

☒ No  
Non

☐ Yes  
Oui

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

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

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

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

☒ No  
Non

☐ Yes  
Oui

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

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

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

---

## **ANNEX D to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts any of the following Electronic Payment Instrument(s):

- ☐ ( ) VISA Acquisition Card;
- ☐ ( ) MasterCard Acquisition Card;
- ☐ ( ) Direct Deposit (Domestic and International);
- ☐ ( ) Electronic Data Interchange (EDI);
- ☐ ( ) Wire Transfer (International Only);
- ☐ ( ) Large Value Transfer System (LVTS) (Over \$25M)

Solicitation No. - N° de l'invitation  
W6369-16A044/001/TOR  
Client Ref. No. - N° de réf. du client  
W6369-16A044

Amd. No. - N° de la modif.  
File No. - N° du dossier  
TOR-7-40016

Buyer ID - Id de l'acheteur  
Tor011  
CCC No./N° CCC - FMS No./N° VME

---

## ANNEX E - to PART 5 OF THE BID SOLICITATION

### ADDITIONAL CERTIFICATIONS

#### 1. Board of Directors

In accordance with Part 5 - Certifications and Additional Information, Article 5.2(a), Integrity Provisions – Required Documentation, Bidders are required to provide a complete list of names of all individuals who are currently directors of the Bidder before contract award. Bidders are requested to provide this information in their bid.

Director Name - _____	Title: _____
Director Name - _____	Title: _____
Director Name - _____	Title: _____
Director Name - _____	Title: _____
Director Name - _____	Title: _____
Director Name - _____	Title: _____
Director Name - _____	Title: _____
Director Name - _____	Title: _____

#### 2. Procurement Business Number (PBN)

In accordance with Section 02, Procurement Business Number of the [2003](#) (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, Suppliers are required to have a Procurement Business Number (PBN) before contract award. Bidders are requested to provide their PBN with their bid.

Procurement Business Number - \_\_\_\_\_

Suppliers may register for a PBN online at [Supplier Registration Information](#). For non-Internet registration, suppliers may contact the InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.