



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux
Canada

Place Bonaventure,

800 rue de la Gauchetière Ouest

Voir aux présentes - See herein

Montréal

Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

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

Travaux publics et Services gouvernementaux Canada
Place Bonaventure,

800 rue de la Gauchetière Ouest

Voir aux présentes - See herein

Montréal

Québec

H5A 1L6

Title - Sujet Salles musique insonorisée	
Solicitation No. - N° de l'invitation W0130-16B019/C	Date 2017-08-22
Client Reference No. - N° de référence du client W0130-16-B019	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-405-14493	
File No. - N° de dossier MTA-6-39361 (405)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-10-02	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Séguin, Caroline	Buyer Id - Id de l'acheteur mta405
Telephone No. - N° de téléphone (514) 496-3734 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DE LA DEFENSE NATIONALE 1.ETAH 438 SITE SAINT-HUBERT 4797 CHEMIN DE LA SAVANE SAINT-HUBERT Québec J3Y 9G1 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

This bid solicitation cancels and supersedes previous bid solicitation number W0130-16B019/B dated April 10th 2017 with a closing of June 20th 2017 at 2:00PM (EDT). A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

CHANGE OF ADDRESS – BIDS DELIVERY

In person or by mail:

Place Bonaventure, **1st Floor**
800 de la Gauchetière Street West, **Suite 1110**
Montreal (QC), H5A 1L6

By facsimile:

(514) 496-3822

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	4
1.1 SECURITY REQUIREMENTS	4
1.2 REQUIREMENT	4
1.3 DEBRIEFINGS	4
1.4 TRADE AGREEMENTS	4
PART 2 - BIDDER INSTRUCTIONS	5
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	5
2.2 SUBMISSION OF BIDS	5
2.3 ENQUIRIES - BID SOLICITATION	5
2.4 APPLICABLE LAWS	5
PART 3 - BID PREPARATION INSTRUCTIONS	6
3.1 BID PREPARATION INSTRUCTIONS	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	7
4.1 EVALUATION PROCEDURES	7
4.2 BASIS OF SELECTION	7
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	8
5.1 CERTIFICATIONS REQUIRED WITH THE BID	8
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	8
PART 6 - RESULTING CONTRACT CLAUSES	9
6.1 SECURITY REQUIREMENTS	9
6.2 REQUIREMENT	9
6.3 STANDARD CLAUSES AND CONDITIONS	10
6.4 TERM OF CONTRACT	10
6.5 AUTHORITIES	10
6.6 PAYMENT	11

Solicitation No. - N° de l'invitation
W0130-16B019/C
Client Ref. No. - N° de réf. du client
W0130-16-B019

Amd. No. - N° de la modif.
File No. - N° du dossier
MTA-6-39361

Buyer ID - Id de l'acheteur
MTA405
CCC No./N° CCC - FMS No./N° VME

6.7	INVOICING INSTRUCTIONS	12
6.8	CERTIFICATIONS AND ADDITIONAL INFORMATION.....	13
6.9	APPLICABLE LAWS.....	13
6.10	PRIORITY OF DOCUMENTS	13
6.11	SACC <i>MANUAL</i> CLAUSES.....	13
ANNEX "A"	14
	REQUIREMENT	14
ANNEX "B"	16
	BASIS OF PAYMENT	16
ANNEX "C"	17
	SECURITY REQUIREMENTS CHECK LIST	17
ANNEX "D"	18
	REQUEST FOR VISIT	18
ATTACHMENT 1	19
	MANDATORY TECHNICAL CRITERIA.....	19

PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) 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 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. 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.
3. 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 (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2 Requirement

The requirement is detailed under Article 6.2 of the resulting contract clauses

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 from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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://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.

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.

The 2003 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.1.1 SACC Manual Clauses

B1000T (2014-06-26), Condition of Material – bid

2.2 Submission of Bids

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 2 of the bid solicitation.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Quebec.

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

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid: one (1) hard copy

Section II: Financial Bid: one (1) hard copy

Section III: Certifications: one (1) hard copy

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

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

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) 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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

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

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

3.1.2 Exchange Rate Fluctuation

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

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.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

The bidders must comply with all mandatory technical criteria identified in Attachment 1 "Mandatory Technical Criteria" of this document.

The bidders should fill out the Attachment 1.

The list of technical documents to be provided is identified in Attachment 1.

4.1.2 Financial Evaluation

The bidders must propose firm prices for all items identified in the Annex B "Basis of Payment".

The total price (articles 1+2 = total) will be evaluated.

4.1.2.1 SACC Manual Clause

[A0222T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection

4.2.1 Basis of Selection – Mandatory Technical Criteria

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.

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

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the [Inteligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<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.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the [Inteligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<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.

5.2.2 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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website (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 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PSPC FILE N° W0130-16-B019

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror 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).

6.1.2 Request for Visit

As soon as the contract is awarded, the supplier will be required to obtain, without delay, visit clearance from ISS for each of its employees assigned to the contract.

Suppliers must submit a request for visit to ISS using the form attached under Annex "D" Request for Visit. The completed form must be sent to the following e-mail address: SSIVisites-ISSVisits@tpsgc-pwgsc.gc.ca.

A minimum lead time of 25 working days is required to obtain a visit clearance from ISS.

Without visit clearance, the supplier's employees will not have access to the 438 Tac Hel Sqn (Tactical Helicopter Squadron, leaving the supplier liable for delays in delivery.

Suppliers can consult the ISS Web site on visit clearances at: <http://iss-ssi.pwgsc-tpsgc.gc.ca/msi-ism/index-eng.html>, chapter 6

6.2 Requirement

The Contractor must provide the items detailed under the "Requirement" at Annex "A".

6.3 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.

6.3.1 General Conditions

2010A (2016-04-04), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

This section will be completed at contract award.

The period of the Contract is from _____ to _____ inclusive

6.4.2 Delivery Date

This section is to be completed by the bidder.

While delivery is requested by March 31st 2018, the best delivery that could be offered is _____

6.4.3 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Caroline Séguin
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Address: 800 de la Gauchetière Street West, Suite 1110, H5A 1L6
Telephone: (514) 496-3734
Facsimile: (514) 496-3822
E-mail address: Caroline.Z.Seguin@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.

6.5.2 Technical Authority

This section will be completed at contract award.

The Technical Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

The Technical Authority 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.

6.5.3 Contractor's Representative

This section is to be completed by the bidder.

The Contractor's representative for this contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

This section will be completed at contract award.

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price as specified in the contract under Annex B "Basis of Payment" for a cost of \$_____. 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 approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.2 Limitation of Price

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

6.6.3 Single Payment

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

- a. 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;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.6.4 SACC Manual Clauses

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

6.6.5 Electronic Payment of Invoices – Contract

This section will be modified at contract award based on Annex "D".

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

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

6.8 Certifications and Additional Information

6.8.1 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.

6.9 Applicable Laws

This section is to be completed by the bidder.

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

6.10 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 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- (c) Annex A, Requirement;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) the Contractor's bid dated _____.

6.11 SACC Manual Clauses

A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)
A2001C (2006-06-16), Foreign Nationals (Foreign Contractor)
A9062C (2011-05-16), Canadian Forces Site Regulations
G1005C (2016-01-28), Insurance – No Specific Requirement

ANNEX "A"

REQUIREMENT

1. SUBJECT

The purpose of this document is to describe the general and specific requirements relating to the supply, delivery and installation of four (4) personal music practice rooms for the Department of National Defence (DND), Support Group (SG), 2 Canadian Division (2 Cdn Div), Quebec, in the locations specified below.

2. BACKGROUND

As musicians in the Canadian Armed Forces (CAF), the main function of the members of the 438 Tac Hel Sqn (Tactical Helicopter Squadron) Band is to provide musical support to the CAF at various circumstantial military and extra-military events. To be able to carry out this demanding task, the musicians have a mandate to maintain, develop and improve their instrumental skills in order to meet operational demand. To this end, they must practice the many aspects involved in the instrumental techniques for each instrument for several hours each day (minimum 2 hours). These individual rehearsal hours greatly assist the musicians in maintaining and improving the professional level of the 438 Tac Hel Sqn Band.

3. DESTINATION

438 Tac Hel Sqn Saint-Hubert Site,
4797 De la Savane Road
Saint-Hubert, QC
J3Y 9G1

4. DESCRIPTION

4.1 General

The Contractor must provide and install 4 practice rooms that are pre-made, soundproofed and in module form. The practice rooms must be mobile, and it must be possible to assemble them and to modify them with no need whatsoever. The rooms must be separate, but will be placed next to one another.

4.2 Characteristics

- 4.2.1 The practice rooms must fit within a maximum space of 34'4" X 15'10" and have the following measurements:

Room A: 1 space with interior measurements of at least 12'6" X 7'6" X 7'6" in height and with exterior measurements of at least 13'2" x 8'2" x 8'7" in height, that can accommodate a drum kit and three musicians or a brass quintet (5), with an option for small group rehearsals; and

Room B: 3 spaces with interior measurements of at least 7'6" X 6'3" X 7'6" in height and exterior measurements of at least 8'2" x 6'11" x 8'7" in height, that can accommodate up to 2 musicians.

4.2.2 Both types of practice rooms must meet the following noise reduction requirement:

The practice rooms must meet soundproofing standards based on:

Low sound transmission from outside the practice rooms to the inside (NIC, Noise Isolation Class, minimum 41 or equivalent); and

Very low sound transmission from inside one practice room to the inside of another adjacent practice room (NIC minimum 63 or equivalent).

Reference document:

The NIC measurement unit is taken from the document entitled "ASTM E336 STANDARD TEST METHOD FOR MEASUREMENT OF AIRBORNE SOUND ATTENUATION BETWEEN ROOMS IN BUILDINGS".

4.2.3 The soundproofed practice rooms must be equipped with a virtual acoustic system with embedded wires and loudspeakers and microphones capable of capturing the acoustic environment and simulating a number of other pre-selected acoustic environments, such as (but not strictly limited to): a baroque hall; small and large recital halls; small, medium and large auditorium-type rooms; a cathedral.

4.2.4 All components must be incorporated into the walls of the practice rooms.

4.2.5 Both types of practice rooms will also include:

- a. A junction box allowing the installation of a smoke and flame detector (installation will be done by the Department of National Defence (DND), in accordance with DND's requirements);
- b. Integrated ventilation systems which generating an air exchange for each practice room of minimum 21 per hour;
- c. Embedded fluorescent lights;
- d. Acoustic doors with, a window with a minimum surface of 950 square inches;
- e. Lighting, ventilation and main panel for the virtual acoustic system must each have an on/off switch.

4.2.6 Since the four practice rooms will be assembled separately, there will be a gap between each exterior wall where will be located the electrical installation. This gap needs to be closed or even sealed, with vertical panels (front) and horizontal panels (top) in order to avoid the easy access to the electrical installation or any other sensitive equipment.

4.2.7 The supplier will have access to the garage door and the installation will be done in the garage (indoors). The shelter will be installed on a concrete slab.

ANNEX "B"

BASIS OF PAYMENT

The supplier must complete the Annex B – Basis of Payment and must indicate a price for each item identified below.

The unit prices must include all charges related to handling and shipping, delivery and installation of the rooms.

The prices exclude applicable taxes.

The contract will be awarded in Canadian dollars.

Item no.	Description of item	Unit price * (A) Currency : _____	Quantity (B)	Total (A x B)
1	Room A : Practice room of 12'6" X 7'6" X 7'6" (inside) and 13'2" x 8'2" x 8'7" (outside)	_____ \$	1	_____ \$
2	Room B : Practice rooms of 7'6" X 6'3" X 7'6" (inside) and 8'2" x 6'11" x 8'7" (outside)	_____ \$	3	_____ \$
TOTAL				_____ \$

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Buyer ID - Id de l'acheteur
MTA405
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

See document attached.

RECEIVED

JAN 09 2017



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

W0130-16-B019

Security Classification / Classification de sécurité
aucune

SECURITY REQUIREMENTS CHECK LIST (SRCL)

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction 2 Div/GS/Serv Tech/Appro Mil	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail AQUISITION ET INSTALLATION DE 4 SALLES DE PRATIQUE INSONORISÉES POUR LA MUSIQUE DU 438 ETAL			
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? (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 <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>			
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>		Restricted to / Limité à <input type="checkbox"/>	
Restricted to / Limité à <input type="checkbox"/>		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 B PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO SECRET NATO SECRET <input type="checkbox"/>	
SECRET SECRET <input type="checkbox"/>		COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C PROTÉGÉ C <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"/>	



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W0130-16-B019

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity

Dans l'affirmative, indiquer le niveau de sensibilité

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

☒ No ☐ Yes
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel

Document Number / Numéro du document

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

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

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

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Canada



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W0130-16-B019

Security Classification / Classification de sécurité
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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	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED PROTÉGÉ	CONFIDENTIAL	SECRET	TOP SECRET	
						TRIS SECRET	NATO DIFFUSION RESTRICTED	NATO CONFIDENTIAL		COSMIC TOP SECRET					
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 indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

Solicitation No. - N° de l'invitation
W0130-16B019/C
Client Ref. No. - N° de réf. du client
W0130-16-B019

Amd. No. - N° de la modif.
File No. - N° du dossier
MTA-6-39361

Buyer ID - Id de l'acheteur
MTA405
CCC No./N° CCC - FMS No./N° VME

ANNEX "D"

REQUEST FOR VISIT

See document attached.

All fields must be completed and the form communicated via Government-to-Government

REQUEST FOR VISIT

TO:

(Country / international organisation name)

1. TYPE OF VISIT REQUEST	2. TYPE OF INFORMATION / MATERIAL OR SITE ACCESS	3. SUMMARY
<input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> Emergency <input type="checkbox"/> Amendment	<input type="checkbox"/> CONFIDENTIAL or above <input type="checkbox"/> Access to security areas without access to classified information / material <i>Only if required by the laws / regulations of the countries involved</i> <input type="checkbox"/> Unclassified / RESTRICTED	No. of sites <input type="text" value="1"/> No. of visitors <input type="text" value="1"/>
4. ADMINISTRATIVE DATA:		
Requestor: <input type="text"/> To: <input type="text"/>		NSA/DSA RFV Reference No. <input type="text"/> Date (dd/mm/yyyy): <input type="text"/>
5. REQUESTING GOVERNMENT AGENCY, ORGANISATION OR INDUSTRIAL FACILITY:		
<input type="checkbox"/> Military <input type="checkbox"/> Government <input type="checkbox"/> Industry <input type="checkbox"/> NATO <input type="checkbox"/> EU <input type="checkbox"/> Other		
NAME: <input type="text"/>		
POSTAL ADDRESS: <input type="text"/>		
E-MAIL ADDRESS: <input type="text"/>		
FAX NO: <input type="text"/> TELEPHONE NO: <input type="text"/>		
6. GOVERNMENT AGENCY(IES), ORGANISATION(S) OR INDUSTRIAL FACILITY(IES) TO BE VISITED - (Annex 1 to be completed)		
7. DATE OF VISIT (dd/mm/yyyy): FROM <input type="text"/> TO <input type="text"/>		
8. TYPE OF INITIATIVE (Select one from each column):		
<input type="checkbox"/> Government initiative <input type="checkbox"/> Commercial initiative	<input type="checkbox"/> Initiated by requesting agency or facility <input type="checkbox"/> By invitation of the facility to be visited	

All fields must be completed and the form communicated via Government-to-Government

9. IS THE VISIT PERTINENT TO:

- ☐ Specific equipment or weapon system
- ☐ Foreign military sales or export licence
- ☐ A programme or agreement
- ☐ A defence acquisition process
- ☐ Other

Specification of the selected subject:

10. SUBJECT TO BE DISCUSSED/JUSTIFICATION/PURPOSE *(To include details of host Government/Project Authority and solicitation/contract number if known and any other relevant information. Abbreviations should be avoided):*

11. ANTICIPATED HIGHEST LEVEL OF INFORMATION/MATERIAL OR SITE ACCESS TO BE INVOLVED:

Only if required by the laws/regulations of the countries involved

☐ Unclassified

☐ RESTRICTED

☐ CONFIDENTIAL

☐ SECRET

☐ TOP SECRET

☐ Other

12. PARTICULARS OF VISITOR(S) - (Annex 2 to be completed)

13. THE SECURITY OFFICER OF THE REQUESTING GOVERNMENT AGENCY, ORGANISATION OR INDUSTRIAL FACILITY:

NAME:

TELEPHONE NO:

E-MAIL ADDRESS:

SIGNATURE:

STAMP

All fields must be completed and the form communicated via Government-to-Government

14. CERTIFICATION OF SECURITY CLEARANCE LEVEL:

NAME:

STAMP

ADDRESS:

TELEPHONE NO:

E-MAIL ADDRESS:

SIGNATURE:

DATE (dd/mm/yyyy):

15. REQUESTING NATIONAL SECURITY AUTHORITY / DESIGNATED SECURITY AUTHORITY:

NAME:

STAMP

ADDRESS:

TELEPHONE NO:

E-MAIL ADDRESS:

SIGNATURE:

DATE (dd/mm/yyyy):

16. REMARKS *(Mandatory justification required in case of an emergency visit):*

ANNEX 1 TO RFV FORM

All fields must be completed and the form communicated via Government-to-Government

GOVERNMENT AGENCY(IES), ORGANISATION(S) OR INDUSTRIAL FACILITY(IES) TO BE VISITED

Add

☐ Military

☐ Government

☐ Industry

☐ NATO

☐ EU

☐ Other

NAME:

ADDRESS:

TELEPHONE NO:

FAX NO:

NAME OF POINT OF CONTACT:

E-MAIL:

TELEPHONE NO:

NAME OF SECURITY OFFICER OR
SECONDARY POINT OF CONTACT:

E-MAIL:

TELEPHONE NO:

Delete

ANNEX 2 TO RFV FORM

All fields must be completed and the form communicated via Government-to-Government

PARTICULARS OF VISITOR(S)

Add

☐ Military ☐ Defence Public ☐ Government ☐ Industry/Embedded ☐ NATO ☐ EU ☐ Other
Servant Contractor Employee Employee

SURNAME:

FORENAMES (as per passport):

RANK (if applicable):

DATE OF BIRTH (dd/mm/yyyy):

PLACE OF BIRTH:

NATIONALITY:

SECURITY CLEARANCE LEVEL:

PP/ID NUMBER:

POSITION:

COMPANY/AGENCY:

Delete

ATTACHMENT 1

MANDATORY TECHNICAL CRITERIA

The supplier must meet all the mandatory criteria identified in this Attachment 1.

Criteria no.	Criteria description	Référence in technical bid
1	<u>Room A:</u> 1 space with interior measurements of at least 12'6" X 7'6" X 7'6" in height and with exterior measurements of at least 13'2" x 8'2" x 8'7" in height, that can accommodate a drum kit and three musicians or a brass quintet (5), with an option for small group rehearsals.	Page : _____ Section : _____
2	<u>Room B:</u> 3 spaces with interior measurements of at least 7'6" X 6'3" X 7'6" in height and exterior measurements of at least 8'2" x 6'11" x 8'7" in height, that can accommodate up to 2 musicians.	Page : _____ Section : _____
3	Both types of practice rooms must meet soundproofing standards based on: Low sound transmission from outside the practice rooms to the inside (NIC, Noise Isolation Class, minimum 41 or equivalent); and Very low sound transmission from inside one practice room to another practice room (NIC minimum 63 or equivalent).	Page : _____ Section : _____
4	The soundproofed practice rooms must be equipped with the following: - a virtual acoustic system with embedded wires; - loudspeakers and microphones capable of capturing the acoustic environment and simulating a number of other pre-selected acoustic environments, such as (but not strictly limited to): a baroque hall; small and large recital halls; small, medium and large auditorium-type rooms; a cathedral.	Page : _____ Section : _____ Page : _____ Section : _____
5	All components must be incorporated into the walls of the practice rooms.	Page : _____ Section : _____

6	<p>Both types of practice rooms will also include:</p> <ul style="list-style-type: none">a. A junction box allowing the installation of a smoke and flame detector (installation will be done by the Department of National Defence (DND) in accordance with DND's requirements);b. Integrated ventilation systems which generating an air exchange for each practice room of minimum 21 per hour;c. Embedded fluorescent lights;d. Acoustic doors with, a window with a minimum surface of 950 square inches;e. Lighting, ventilation and main panel for the virtual acoustic system must each have an on/off switch.	<p>Page : _____</p> <p>Section : _____</p>
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Technical documents to be provided:

1. Product data sheet;
2. Shop drawings;
3. Confirmation of specifications of the virtual acoustic system; and
4. An audit by a qualified independent firm certifying the product's compliance with noise reduction standards. A qualified firm is a recognized acoustical engineering firm. This audit must be signed by the auditor of the said qualified firm (original or copy acceptable).