



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

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

Electrical & Electronics Products Division
11 Laurier St./11, rue Laurier
7B3, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

Title - Sujet Automatic Systems Turnstiles	
Solicitation No. - N° de l'invitation T8082-170053/B	Date 2017-12-08
Client Reference No. - N° de référence du client T8082-170053	
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-460-73919	
File No. - N° de dossier hn460.T8082-170053	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-01-03	Time Zone Fuseau horaire Eastern Standard Time EST
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: Guertin, Benoit	Buyer Id - Id de l'acheteur hn460
Telephone No. - N° de téléphone (819) 420-0331 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF TRANSPORT PDV TWR C GROUND FL. 330 SPARKS ST OTTAWA Ontario K1A0N5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	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

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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 site(s) 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) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2 Statement of Work

The contractor must provide the goods and/or services in accordance with the technical requirements stated herein in Annex A.

1.2.1 Delivery Requirement

Delivery is requested to be completed by 15 weeks after contract award.

1.2.2 Optional site visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 330 Sparks St. Ottawa Ontario on December 20, 2017. The site visit will begin at 10h EST. Please enter the building via the Queen Street entrance.

Bidders must communicate with the Contracting Authority no later than December 18th, 2017, 17h00 to confirm attendance and provide the name(s) of the person(s) holding a valid security clearance at the required level, who will attend. Bidders who do not confirm attendance and who do not provide the name(s) of the person(s) who will attend as required will not be allowed access to the site. Bidders will be requested to sign an attendance sheet. No alternative appointment will be given to bidders who do not attend or do not send a representative. Bidders who do not participate in the visit

will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

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 World Trade Organization Agreement on Government Procurement (WTO-AGP), 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>) 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 (2017-04-27) 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: 90 days

2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
<u>A9033T</u>	Financial Capability	2012-07-16
<u>B1000T</u>	Condition of Material	2014-06-26

2.2 Submission of Bids

Bids must be submitted **ONLY TO THE BID RECEIVING UNIT** by the date, time and place indicated on page 1 of the bid solicitation. Do not send proposal directly to the Contracting Officer. Email proposal not accepted.

PWGSC Bids Receiving Unit

11 Laurier Street, Place du Portage, Phase 3, Core 0B2, Gatineau, Québec, K1A 0S5

Tel.: 819-420-7201 Fax: 819-997-9776

2.3 Enquiries - Bid Solicitation

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.

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 Ontario.

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.

(End of page)

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 (two (2) hard copies and one (1) soft copy)
- Section II: Financial Bid (one (1) hard copy)
- Section III: Certifications (one (1) hard copy)
- Section IV: Additional Information (one (1) hard copy)

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

3.1.1 Exchange Rate Fluctuation Mitigation

1. The Bidder may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Bidder claims for an exchange rate adjustment, this request must be clearly indicated in the bid at time of bidding. The Bidder must submit form PWGSC-TPSGC 450, Claim for Exchange Rate Adjustments with its bid, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.
2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).
4. At time of bidding, the Bidder must complete columns (1) to (4) on form PWGSC-TPSGC 450, for each line item where they want to invoke the exchange rate fluctuation provision. Where bids are evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.
5. Alternate rates or calculations proposed by the Bidder will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

Section IV: Additional Information

3.1.2 Delivery Offered

While delivery is requested as indicated above, the best delivery that could be offered is_____.

3.1.3 Contractor Representatives

Name and telephone number of the person responsible for:

General enquiries

Name: _____

Telephone: _____

Facsimile: _____

E-mail: _____

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

You are reminded that this solicitation requires the compliance and/or completion of requirements attached as an Annex and forming part of this document.

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

All bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation. **Simply stating a compliancy to a criteria is insufficient.** Bidders must present a clearly organized, printed (i.e., not handwritten) proposal that includes all necessary technical and descriptive information, in order to clearly demonstrate their compliancy to all items presented in the Statement of Work (SOW, Annex "A").

4.1.1.1 Mandatory Technical Criteria

The following Mandatory requirements must be submitted with the bid for evaluation

- Technical compliance to all mandatory requirements detailed in Annex "A" Statement of work and all related documents.
- Technical compliance to all mandatory criteria detailed in Annex "D"

4.1.1.2 Point Rated Technical Criteria

- As per annex D

4.1.2 Financial Evaluation - Pricing Basis

The bidder must quote firm prices in Canadian dollars DDP Delivered Duty Paid (destination) Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included, as applicable.

4.2 Basis of Selection – Lowest Evaluated Price

4.2.1 To be declared responsive, a bid must:

- (a) comply with all the requirements of the bid solicitation;
- (b) meet all mandatory evaluation criteria; and
- (c) obtain the required minimum number of points specified in Annex "D"

4.2.2 Bids not meeting (a) or (b) or (c) will be declared non-responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract. In the event two or more responsive bids have the same lowest evaluated price, the responsive

bid that obtained the highest overall score for all the point rated technical criteria subject to point rating detailed in Annex "D" 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. 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 *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 required before contract award

5.2.1 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.

5.2.2 General Environmental Criteria Certification

The Bidder must select and complete one of the following two certification statements.

A) The Bidder certifies that the Bidder is registered or meets ISO 14001.

Bidders' Authorized Representative Signature

Date

or

- B) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Bidder must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Bidders' Authorized Representative Signature

Date

(End of page)

5.2.3 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).

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

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

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).

6.2 Statement of Work

The contractor must provide the goods and/or services in accordance with the technical requirements stated herein in annex A.

(End of page)

6.2.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at 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, in whole or in part, 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.

6.2.2 SACC Manual Clauses

SACC Reference	Section	Date
<u>B1501C</u>	Electrical Equipment	2006-06-16
<u>B7500C</u>	Excess Goods	2006-06-16

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>) 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.

6.3.1.1 Warranty Period

Section 09 of general conditions 2010A (2016-04-04) is amended by replacing the period of twelve (12) months by sixty (60) months.

All other provisions of the warranty section remain in effect.

6.4 Term of Contract - Period of the Contract

All the deliverables must be received on or before _____ (Delivery as offered and as accepted will be inserted at contract award).

(End of page)

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Benoit Guertin – Supply Specialist

Public Works and Government Services Canada - Acquisitions Branch

Logistics, Electrical, Fuel and Transportation Directorate - "HN" Division

7B3, Place du Portage, Phase III, 11 Laurier Street, Gatineau, QC, K1A 0S5

Telephone: (819) 420-0331

E-mail address: Benoit.guertin@pwgsc-tpsgc.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 Project Authority

The Project Authority for the Contract is: (will be inserted at contract award)

Name:

Title:

Telephone: (xxx) xxx-xxxx Facsimile: (xxx) xxx-xxxx

E-mail:

The Project 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 Project Authority; however the Project 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 (will be inserted at contract)

Name and telephone number of the person responsible for: **General enquiries**

Name:

Telephone: (xxx) xxx-xxxx Facsimile: (xxx) xxx-xxxx

E-mail:

(End of page)

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot prices, as specified in the contract for a cost of \$ _____ (insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.

6.6.2 Single Payment or Multiple Payments

SACC Manual clause H1000C (2008-05-12) Multiple Payments

or

SACC Manual clause H1001C (2008-05-12) Multiple Payments

6.6.3 SACC Manual Clauses

SACC Reference	Section	Date
<u>G1005C</u>	Insurance	2016-01-28

6.6.4 Exchange Rate Fluctuation Adjustment (use when appropriate)

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Bidder and which are to be included in the adjustment amount.
2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.
3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

FCC: Foreign Currency Component (per unit)

i_0 : Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

i_1 : exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

Qty: quantity of units

4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.

5. For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.
6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form PWGSC-TPSGC 450, Claim for Exchange Rate Adjustments.
7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form PWGSC-TPSGC 450 (i.e. $[i_1 - i_0] / i_0$).
8. Canada reserves the right to audit any revision to costs and prices under this clause.

6.7 Invoicing Instructions

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.

- (a) The original and one (1) copy must be forwarded to the consignee.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract by E-Mail to:
benoit.guertin@tpsgc-pwgsc.gc.ca

6.8 Certifications - Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. *(Insert the name of the province or territory as specified by the Bidder in its bid, if applicable)*

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);
- (c) Annex A, Statement of Work;
- (d) Annex B, Price list;
- (e) Annex C, Security Requirements Check List ;
- (f) the Contractor's bid dated _____ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s)*)

6.11 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and Delivered Duty Paid – DDP– (Ottawa ON) Incoterms 2000 for shipments from a commercial contractor.

ANNEX “A” - STATEMENT OF WORK

Please note, all changes from the SOW posted in solicitation T8082-170053/A are highlighted in yellow

1. SCOPE OF WORK

Transport Canada requires supply and installation of Optical Pedestrian Access Control Turnstiles with Swinging Barriers* for its location at 330 sparks street in Ottawa.

*Note: for the purposes of simplifying the text in this document the term “turnstiles” will be use.

More specifically, it requires the supply and installation of two sets of turnstiles (as per drawing turnstile and ARTS-16-17-00506 – elements H1, J1, K1 are not included in the scope of work) with full height safety glass barrier doors and **must** also meet the requirements described in this statement of work.

2. BIDDERS’ PRODUCT AND INSTALLER CERTIFICATION

The successful bidder **must** be certified by the manufacturer as a “certified installer for the specific products being selected” prior to bid closing. Furthermore, the successful bidder **must** have installed the proposed product at least once before.

3. CONSTRAINTS

- a) Installation of equipment **must** be done outside regular working hours (weekdays from 6 pm to 11 pm and/or on weekend from 7 am to 11 pm).

- b) All work performed and services provided will be subject to an inspection and acceptance by a departmental representative.

4. SYSTEM INTERFACE

The successful bidder will provide, install and warranty the turnstiles and ensure that the product is compatible and ready to interface to AMAG Symmetry access control system, which is currently being used by Transport Canada. The interface to the AMAG Symmetry access control system will be done by the Transport Canada Security System Contractor.

5. SYSTEM REQUIREMENTS

- a) Due to interoperability issues, Transport Canada will not entertain any equipment that is not compatible with the AMAG Symmetry Access Control System.
- b) The security entrance lanes and swing gate **must** control and restrict pedestrian traffic between secured and unsecured zones once interface to access control system.
- c) The security entrance lanes **must** feature double swing door to securely block the pedestrian's path and prevent access in restricted areas without authorization.
- d) The swing gate lane on the low rise **must** feature a single swing glass door to securely block the pedestrian's path and prevent access in restricted areas without authorization.
- e) The Security Entrance Lanes and swing gate **must** be automatically operated and bidirectional, allowing traffic in both directions. Each direction **must** be independently configurable in one of three (3) states:
 - Free: all persons are authorized to pass under all conditions
 - Controlled: each person **must** present a valid means of authentication to the reader before being authorized to pass
 - Locked: no one is authorized to pass, and authentication means are ignored
- f) **Must** be designed to operate in the "Normally Open" or "Normally Closed" operation mode:
 - In the "Normally Closed" mode, the security entrance lane provides a closed passageway and will only open upon acceptance of a signal,
 - In the "Normally Open" mode, the security entrance lane provides a passageway that is always open in the rest position and will only close at unauthorized entry or tailgating attempts.
- g) **Must** use the access control system to grant or deny access to the facility and operate with a variety of user authentication devices such as card reader devices, ticketing systems or barcode reader systems.
- h) Design of the unit **must** be able to accommodate two (2) readers (one for each direction) and to integrate the reader into its housing or to accommodate front mounted reader.
- i) Design of the unit **must** feature physical and electronic security measures to detect and deter unauthorized use.

- j) **Must** be designed to guarantee user safety and ease of passage.
- k) Design of the security entrance lane **must** provide visual and audible notifications for intuitive process and high throughput.
- l) **Must** provide equal access to people with reduced mobility.
- m) Can be implemented in a single lane or as multiple adjacent lanes and combine narrow and wide lanes in the same array.
- n) The equipment **must** include photoelectric sensors for presence detection positioned in at least one horizontal row including a safety zone near swinging obstacles.
- o) All power used to operate the pedestals **must** be low voltage, 24vdc or less, delivered from a nearby remote power supply to avoid the risk of electrocution due to beverages accidentally spilled onto the pedestals, water on lobby floors running under the pedestal, or possible slush buildup against the base of the pedestals at some entrances in the wintertime.
- p) Safe operating mode: electromechanical locking of the obstacles in case of forced entry attempt in any passage direction.
- q) Battery backup for automatic opening in case of power failure and in egress direction.
- r) Standard reader integration inside the unit.

6. SPACE MANDATORY REQUIREMENTS

Successful bidder would need to accommodate the following space requirements:

- a) Minimum of 3 lanes including a middle wide gate of 42 inches for mobility impaired access on the high-rise side (15 to 29 floor) (as per attached plans); and
- b) Minimum of 3 lanes including a 36 inches minimum swing gate to meet mobility impaired access on the low-rise side (1 to 15 floor) (as per attached plans).

7. INSTALLATION IMPORTANT NOTE

- a) Installation is on existing floor (marble and concrete) and will not require a ramp.
- b) Installation will require core drilling and the use of conduits. **Please note that the core and conduits will be provided by others (TC) and needs not to be part of the proposal.**
- c) Bidder **must** provide with his proposal the installation template and layout that clearly indicates the entrance of the wiring to the unit for each lane to ensure core drilling is at the right location and the right size.
- d) Installation **must** be done within a maximum period of 5 days.

8. OPERATION

- a) Normal Operation (available for "Normally Closed & Controlled" configurations):
 - o In the stand-by position, the passageway **must** be securely blocked by means of double swing doors,
 - o Upon receipt of an opening pulse from the access control system, the obstacles **must** pivot in the direction of the passage into the lane, consequently freeing the passageway,

- o The obstacles immediately close after passage or after a configurable delay,
- o If an unauthorized person follows an authorized person (tailgating) or attempts to enter from the opposite direction, the unit **must** detect the unauthorized passage and activate the alarm conditions.

b) Emergency Operation

- o The unit **must** have an input to receive the "fire alarm" signal. When the emergency signal is activated, the unit **must** react in the following way:
 - Obstacles automatically open in the direction of egress and remain open,
 - Green signals are displayed on the pictograms in both directions.
- o This operating mode continues if the emergency signal is active. After the emergency signal has been turned off, the unit **must** return to its previous operating mode.

c) Power Failure

- o In case of power failure, the obstacles **must** breakaway manually with minimal force,
- o In case of power failure, the obstacles **must** open automatically with battery backup and be blocked open in the direction of egress,
- o After the power supply has been restored, the unit **must** return to its previous operating mode.

9. SECURITY REQUIREMENTS

a) **Must** provide double swing obstacles for immediate lane closure

- o 60 inches (1524 mm) high obstacles to securely block the passageway (variance up to 12 inches higher will be accepted).

b) **Must** have an integrated electromechanical lock; the obstacles **must** be locked in case of an attempted break-in.

c) Passage **must** be electronically controlled in both directions to detect and deter unauthorized persons entering the secure zone

- o Passage with an unauthorized means of authentication,
- o Passage in the opposite direction,
- o Unauthorized person following an authorized person, i.e. tailgating,
- o Obstruction of an infrared beam path.

d) The security entrance lanes **must** ensure that one valid authentication allows only one valid entry to the restricted area by using infrared sensors to determine the direction of the passage and number of pedestrians passing through the passageway at one time.

e) Passage **must** be electronically controlled in both directions by a high-density matrix of at least 32 sensors:

- o Each sensor **must** be composed of a separate emitter and receiver, no reflectors **must** be used,

- o Sensors **must** be deployed in a matrix configuration made up of crisscross beams, such that each optical receiver **must** detect the beams from several optical emitters; the optical detection matrix **must** offer at least 60 detection beams,
- o Detection beams **must** be controlled by an algorithm capable of tracking the user's passage in the lane from entry to exit point, anticipating his position in the lane at each moment, as well as determining anything that may cause interference, obstruct or fall into the lane passage that is not a security threat.
- o In the event of detection of unauthorized behavior, the unit **must** close the double swing obstacle and activate the alarm conditions.

10. SAFETY REQUIREMENTS

- a) The unit **must** be sized to withstand at least 380 lbs (1700N) of direct force applied on each side of the handrail, when respecting recommended installation.
- b) All barriers **must** be 10mm thick or greater, and made of clear tempered glass.
- c) Barrier hinges should extend to within 5cm (2") of the top of the barrier in models where the barrier extends beyond 1200mm (4').
- d) **Must be designed to avoid entrapment and prevent pinching points with safety clearance of at least 1 in (25 mm) between the handrail and the swinging obstacles.**
- e) **Must** be designed to operate in "EGRESS" operating mode
 - "EGRESS" operating mode; powered and in an emergency, the obstacles can be unlocked by a simple push and open automatically in the direction of the evacuation (direction B).
- f) The security entrance lanes **must** be certified per CAN / CSA - C22.2 no. 247-92 (R 2008) – Standards for Operators and Systems of Obstacles, Gates, Draperies, and Louvers.
- g) The security entrance lanes **must** meet or be equivalent to UL2593 requirements –UL 2593 defines the maximum speed that the swing gate **must** respect in the opening and closing mode
 - a. In case of an impact with a person, the strength of the obstacle **must** not exceed 220 Newton
 - b. The obstacle **must** retract and leave the passage free in less than 2 (two) seconds. The UL 2593 standard was developed to ensure that the motor driven turnstile system is safe for use by individuals in case of electronic failure.
- h) Manual opening force for automatic swing obstacles **must** not exceed 50 lbs (222 N),
- i) Audio and visual alarms notify both security personnel and users of the evacuation in process,
- j) At the end of a configurable delay, the obstacles close automatically and the unit resumes previous operating mode,
- k) The obstacles are electromechanically locked in case of a forced entry attempt in direction A (from non-secure side)
 - * When combined with a fire alarm system, the obstacles **must** open automatically in the direction of egress to free the passage while the emergency signal is active. It **must** return to its previous state once the fire alarm has reset.

* The unit **must** have user safety sensors to prevent obstacles from closing when a user is standing between the obstacles.

l) For general public applications, additional safety sensors ensuring enhanced user protection [Additional safety sensors for enhanced user protection and luggage protection in entrance and exit directions].

* **Must** be equipped with position sensors to control the position of the mobile obstacles with high precision and be able to stop obstacles' movement when an obstruction is detected.

* The operating force of the swing obstacles **must** be limited and comply with limitations of obstacle force Subject 2593 Outline for investigation and CAN/CSA - C22.2 n°247-92 (R2008).

11. WARRANTY

The Supplier **must** warranty its products against parts defects for a period of five (5) years from the date of invoicing and one (1) year on labour. This warranty may exclude normal wear on finishes or damage that occurs due to abuse or misuse. Full warranty terms **must** be supplied with the proposal.

Solicitation No. - N° de l'invitation
T8082-170053/B
Client Ref. No. - N° de réf. du client
T8082-170053

Amd. No. - N° de la modif.
File No. - N° du dossier
hn460 T8082-170053

Buyer ID - Id de l'acheteur
hn460
CCC No./N° CCC - FMS No./N° VME

Annex "B" – Price List

(a) Firm Lot Price for equipment/goods: \$ _____

(b) Firm Lot Price for labour: \$ _____

Total Firm Lot Price (a + b): \$ _____

ANNEX "C"



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

T 8082-170053

Security Classification / Classification de sécurité

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

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



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

For users completing the form **manually** use the summary chart below to indicate the category(les) 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 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).



Government of Canada
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Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

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

Name (print) - Nom (en lettres moulées) Catriona Wilson		Title - Titre Accommodation Planning Officer	Signature
Telephone No. - N° de téléphone 613-991-9137	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel catriona.wilson@tc.gc.ca	Date 2017-06-01

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

Name (print) - Nom (en lettres moulées) Philippe Turgeon		Title - Titre Chief, Corporate Security	Signature
Telephone No. - N° de téléphone 613-990-5518	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel philippe.turgeon@tc.gc.ca	Date 2017-06-01

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? ☒ No / Non ☐ Yes / Oui

16. Procurement Officer / Agent d'approvisionnement

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

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

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

Annex "D" – Mandatory and Rated Criteria

1) Mandatory Criteria

MANDATORY REQUIREMENTS FOR BID EVALUATION	
REQUIREMENTS	Page # of bid where information can be found
M1 The bidder must provide two installation templates/plans demonstrating product installation layout for minimum of 3 lanes (one for each side as per preliminary attached plans and as per mention in the SPACE REQUIREMENTS section.).	
M2 The bidder must provide prove of experience in installing the proposed product at least once before in the form of a reference letter(s) brochures, corporate profiles, etc. The letter(s) MUST ALSO INCLUDE the company name, contact person, contact numbers, nature and period of the project and the letter(s) must be dated between the years 2012 to 2017. Letter(s) before the year 2012 will not be accepted.	
M3 The bidder must provide a signed letter with the full warranty terms and clauses and attesting that the supplier comply with the details of the warranty.	
M4 The bidder must provide prove of certification as a "certified installer for the specific products being selected" in the form of a reference letter(s) from the manufacturer on their letterhead or in the form of a certificate of completion. The letter(s) MUST ALSO INCLUDE the manufacturer name, contact person, contact numbers, nature and the letter(s) must be dated between the years 2012 to 2017.	
M5 The bidder must provide product specification in a form of technical datasheet, template and/or layout where dimensions of the High Glass Barrier are shown or specified.	

Rated Criteria

RATED CRITERIA		
CRITERIA	POINTS	Page # of bid where information can be found
<p>R1 Recent experience</p> <p>The proposal clearly demonstrates the recent experience by the bidder in installing their proposed product (with 2 or more lanes).</p> <p>Recent = within the last five years.</p> <p>Information to be submitted: The response to be provided here should consist of existing material (brochures, corporate profiles, reference letters, etc.).</p> <p>To facilitate evaluation, information on specific projects should include the following:</p> <ol style="list-style-type: none"> 1. Title of project(s), location (city, country); 2. Brief description of project scope and schedule; 3. Dates (month and year) of participation in the project. 4. E-Mail and telephone of the project technical authority (References may be contacted for validation of the submitted projects) 	<p>2 installations = 10 points</p> <p>3 installations = 15 points</p> <p>4 installations = 20 points</p> <p>5 installations = 25 points</p> <p>6 + installations = 30 points</p>	
TOTAL SCORE RATED /30 (minimum score 15)		