



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Réception des soumissions - TPSGC / Bid Receiving  
- PWGSC  
1550 Avenue d'Estimauville  
1550 D'Estimauville Avenue  
Québec  
Québec  
G1J 0C7  
FAX pour soumissions: (418) 648-2209

**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**

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

<b>Title - Sujet</b> Metrology Shelving	
<b>Solicitation No. - N° de l'invitation</b> W7701-186748/A	<b>Date</b> 2018-02-12
<b>Client Reference No. - N° de référence du client</b> W7701-186748	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$QCW-030-17343	
<b>File No. - N° de dossier</b> QCW-7-40235 (030)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-03-26</b>	<b>Time Zone</b> Fuseau horaire Heure Avancée de l'Est HAE
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Roy, Alain	<b>Buyer Id - Id de l'acheteur</b> qcw030
<b>Telephone No. - N° de téléphone</b> (418) 649-2845 ( )	<b>FAX No. - N° de FAX</b> (418) 648-2209
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Defence R&D Canada - Valcartier R et D Défense Canada-Valcartier Bâtiment 243 2459 route de la Bravoure QUEBEC Québec G3J1X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
TPSGC - PWGSC  
601 - 1550 Avenue d'Estimauville  
Québec  
Québec  
G1J 0C7

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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM	Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Étagère en métrologie	W7701	W7701	1	lot	\$	\$		Voir doc	

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## TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>3</b>
1.1 SECURITY REQUIREMENTS .....	3
1.2 REQUIREMENT .....	3
1.3 DEBRIEFINGS .....	3
1.4 TRADE AGREEMENTS .....	3
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>4</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	4
2.2 SUBMISSION OF BIDS.....	4
2.3 ENQUIRIES - BID SOLICITATION.....	4
2.4 APPLICABLE LAWS.....	5
<b>PART 3 - BID PREPARATION INSTRUCTIONS.....</b>	<b>6</b>
3.1 BID PREPARATION INSTRUCTIONS .....	6
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>7</b>
4.1 EVALUATION PROCEDURES.....	7
4.2 BASIS OF SELECTION.....	9
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>10</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID .....	10
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION .....	10
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>12</b>
6.1 SECURITY REQUIREMENTS .....	12
6.2 REQUIREMENT .....	12
6.3 STANDARD CLAUSES AND CONDITIONS.....	12
6.4 TERM OF CONTRACT .....	13
6.5 AUTHORITIES .....	13
6.6 PAYMENT .....	14
6.7 INVOICING INSTRUCTIONS .....	14
6.8 CERTIFICATIONS .....	15
6.9 APPLICABLE LAWS.....	15
6.10 PRIORITY OF DOCUMENTS .....	15
6.11 SACC MANUAL CLAUSES .....	15
6.12 INSPECTION AND ACCEPTANCE.....	15
6.13 SHIPPING INSTRUCTIONS - DELIVERY AT DESTINATION .....	15
<b>ANNEX «A» .....</b>	<b>16</b>
STATEMENT OF REQUIREMENT .....	16
<b>ANNEX «B» .....</b>	<b>22</b>
BASIS OF PAYMENT .....	22
<b>ANNEX «C» .....</b>	<b>23</b>
PLANS .....	23
<b>ANNEX «D» .....</b>	<b>24</b>
SECURITY REQUIREMENT CHECK LIST.....	24

## **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 [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-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.

#### **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 1 of the bid solicitation.

Your proposal can be transmitted by fax to # 418-648-2209 or by mail to the following address:

Bid Receiving Unit  
Public Works and  
Government Services Canada (PWGSC)  
1550 D'Estimauville Avenue  
Quebec City, Quebec, Canada, G1J 0C7

### **2.3 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) 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.

Solicitation No. - N° de l'invitation  
W7701-186748/A  
Client Ref. No. - N° de réf. du client  
W7701-186748

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCW-7-40235

Buyer ID - Id de l'acheteur  
qcw030  
CCC No./N° CCC - FMS No./N° VME

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## **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 the Province of 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 (2 hard copies)

Section II: Financial Bid (1 hard copies)

Section III: Certifications (1 hard copies)

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 – Annex B. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 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**

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation identified with the words "must" or "mandatory" is a mandatory requirement.

Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified.

##### **4.1.1.1 Mandatory Technical Criteria**

**The bidder must include with its proposal:**

##### **1. The Table of technical compliance below duty filled-in:**

The supplied equipment and services must meet or better all of the requirements defined below. The supplied equipment is to be new, not used or refurbished. Systems not meeting all the following Mandatory Requirements will be considered non-compliant.

Bidder must provide with their proposal technical literature/brochures, operating manuals, written documentation (such as a description of system components and capabilities) etc to demonstrate compliance with each area of the criteria stated below at time of bid closing. Proposal evaluation will be based upon the information supplied with the bid only. Failure to demonstrate compliance with any area of the criteria will render your proposal non-responsive and no further consideration will be given. References are to be specific to supporting documentation (ex. document title, page and paragraph number). *Please note that compliance must be demonstrated (by submission of supporting documentation such as technical literature/brochures, operating manuals, written statement describing how requirement is meet etc.) and that if an offeror only states "comply" without any further detail, this is not considered as a demonstration compliance.* A complete description of the performance and capabilities of the system must be provided.

##### **4.1.1.2 Table of Technical Compliance**

Bidders must propose an equipment which must not be a prototype or a test unit but a standard proven product of the manufacturer and contain reliable state-of-the-art technology.

Although bidders must propose products meeting all mandatory specifications and components outlined in Annex "A"; at the bid closing date, bids will be evaluated on following preselected mandatory specifications and components:

**(See table on next page)**

<b>TABLE OF TECHNICAL COMPLIANCE</b>		<b>Bidder's Specifications</b> (should indicate the reference to the technical documentation of the proposed equipment or indicate the exact information)
<b>Mandatory Technical Specifications :</b>		
<b>Cabinets</b>		
1.	The drawers of the cabinets must to open on all their surface.	
2.	The drawers of the cabinets must be able to support a load up to 400 lbs per drawer	
3.	The cabinets must be able to support a load up to 10,000 lbs.	
<b>Mini Racking</b>		
4.	The shelves must be able to support a load up to 1,225 lbs per level	
<b>Mobile Workstation</b>		
5.	The shelves must be able to support a load up to 625 lbs.	
<b>Fixed Workstation</b>		
6.	The shelves and the drawers must be able to support a load up to 100 lbs.	
<b>Shelving</b>		
7.	The shelves must be able to support a load up to 2,830 lbs per level of 108 inches long.	
8.	The shelves must be able to support a load up to 3,580 lbs per level of 96 inches long.	

Solicitation No. - N° de l'invitation  
W7701-186748/A  
Client Ref. No. - N° de réf. du client  
W7701-186748

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCW-7-40235

Buyer ID - Id de l'acheteur  
qcw030  
CCC No./N° CCC - FMS No./N° VME

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#### **4.1.2 Financial Evaluation**

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.

#### **4.2 Basis of Selection**

A bid must comply with the requirements of the bid solicitation and all the mandatory technical criteria to be declared responsive. The responsive bid with the lowest Total Bid Price (TBP) (Annex B) will be recommended for award of a contract.

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

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

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

#### 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 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](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.

Solicitation No. - N° de l'invitation  
W7701-186748/A  
Client Ref. No. - N° de réf. du client  
W7701-186748

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCW-7-40235

Buyer ID - Id de l'acheteur  
qcw030  
CCC No./N° CCC - FMS No./N° VME

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### **5.2.3 Bidder certifies that All Equipment is “Off-the-Shelf”**

Any equipment bid to meet this requirement must be “off-the-shelf” (unless otherwise stated in this bid solicitation), meaning that each item of equipment is commercially available and requires no further research or development and is part of an existing product line with a field-proven operational history (that is, it has not simply been tested in a laboratory or experimental environment). If any of the equipment bid is a fully compatible extension of a field-proven product line, it must have been publicly announced on or before the bid closing date. By submitting a bid, the Bidder is certifying that the entire equipment bid is off-the-shelf.

## 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 the Contract Security Program) 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 the CISD/PWGSC.
3. Subcontracts, which contain security requirements, are NOT to be awarded without the prior written permission of the 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 D;
  - b) *Industrial Security Manual* (Latest Edition).

### 6.2 Requirement

The Contractor must supply, deliver and install all the equipment, in accordance with the Requirement described at Annex "A".

#### 6.2.1 Condition of Material - Contract

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

### 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.

Solicitation No. - N° de l'invitation  
W7701-186748/A  
Client Ref. No. - N° de réf. du client  
W7701-186748

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCW-7-40235

Buyer ID - Id de l'acheteur  
qcw030  
CCC No./N° CCC - FMS No./N° VME

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## **6.4 Term of Contract**

### **6.4.1 Period of the Contract**

The contract period is from the date of contract award until the end of the warranty period inclusively.

### **6.4.2 Delivery Delay**

All the deliverables must be received on or before four (4) weeks after contract awarded.

### **6.4.3 Installation Time**

Installation must be completed within three (3) weeks after delivery or at a time determined with the Technical Authority.

## **6.5 Authorities**

### **6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Alain Roy  
Title: a/ Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Address 1550 D'Estimauville Ave., Quebec, QC, G1J 0C7  
Telephone: 418-649-2845  
Facsimile: 418-648-2209  
E-mail address: [Alain.Roy.que@pwgsc.gc.ca](mailto:Alain.Roy.que@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 Project Authority**

The Project Authority for the Contract is: [\(will be added at the contract\)](#)

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

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.

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### 6.5.3 Client Administrative Authority

The Client Administrative Authority for the Contract is: [\(will be added at the contract\)](#)

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

The Client Administrative Authority must receive the original invoice. Any request for payment must be addressed to the Client Administrative Authority.

### 6.5.4 Contractor's Representative

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

## 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 price, as specified in Annex B for a cost of \$ \_\_\_\_\_ *insert the amount at contract award*). 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 Price

SACC Manual Clause C6000C, (2017-08-17), Limitation of Price  
SACC Manual Clause C2000C, (2007-11-30), Taxes – Foreign-Based Contractor

### 6.6.3 Terms of payment

SACC Manual Clause H1001C, (2008-05-12) Multiple Payments

## 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 must be forwarded to the Client Administrative Authority 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

### 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

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

## 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) Goods (Medium Complexity);
- c) Annex A, Requirement;
- d) Annex B, Basis of payment;
- e) Annex C, Plans;
- f) Annex D, Security Requirement Check List (SRCL)
- g) the Contractor's bid dated \_\_\_\_\_

## 6.11 SACC Manual Clauses

D0018C	2007-11-30	Delivery and Unloading
G1005C	2016-01-28	Insurance
B7500C	2006-06-16	Excess Goods
D9002C	2007-11-30	Incomplete Assemblies
A9006C	2012-07-16	Defence Contract
A9039C	2008-05-12	Salvage
A9062C	2011-05-16	Canadian Forces Site Regulations

## 6.12 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## 6.13 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered DDP Delivered Duty Paid; Defence Research & Development Canada - Department of National Defence, 2459, Route de la Bravoure, Buildings 240 & 243, Quebec City, QC, G3J 1X5, Canada, Incoterms 2000 for shipments from commercial contractor.

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## **ANNEX «A»**

### **STATEMENT OF REQUIREMENT**

#### **1. TITLE**

Cabinets and shelves for Metrology

#### **2. BACKGROUND**

The METC wishes to remodel the calibration and storage rooms.

For the calibration room, the numbers of tests and the request for calibrated sensors have increased in recent years. As a result, the work associated with the calibrations and their related tasks had to follow this new trend. To keep pace with the tests, the inventories of piezoelectric, piezoresistive, pressure sensor and force sensor type sensors have been increased considerably. The storage of these new sensors as well as packaging and acquisition cards has become problematic and finds its solution in the redevelopment of local 101.

For the storage room, the increase in the number of our equipment in this case the weather stations, the number of models Hybrid III, 50th, ES2, 95th, the various models of wiring, the number of radars, the instruments of measurements and other mounting and installation related equipment involves a complete and more adequate redesign of room 114 through the installation of shelves and high capacity, storage drawers and workbenches. In addition, this redevelopment will allow us to repatriate various equipment scattered in other premises and allow better inventory tracking

#### **3. ACRONYMS**

CEEM	Centre d'essai et d'Expérimentation en Munitions
DA	Applicable document
Lbs	Pound
DRDC	Defence Research & Development Canada
MDF	Medium-Density Fibreboard
SOR	Statement of RequirementDuty unpaid
METC	Munitions Experimental Test Centre
TA	Technical Authority

#### **4. APPLICABLE DOCUMENTS & REFERENCES (PLANS)**

**DA1 : Aménagement du local de calibration (Adjustment of the calibration room)**

**DA2 : Configuration des élévations (Elevation configuration)**

**DA3 : Configuration des postes de travail (Workstations Configuration)**

**DA4 : Local d'entreposage - configuration des postes de travail (Storage room – Workstations configuration)**

**DA5 : Aménagement du local d'entreposage (Adjustment of the storage room)**

#### **5. TASK**

The Contractor must provide the following items including hardware required for assembly and installation. The proposed items may offer other dimensions provided that the total size of an equipment layout submitted per plan is respected due to the space available in each of the premises where installation is to be done.

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The size of the height of the cabinet drawers must not vary by  $\pm 1/2$ ". The length, width and height above all cabinets, countertops, workstations and shelves must not vary by  $\pm 1$ ".

### **5.1 Building 240 Local 101 - Shelf Components and Workstation**

- Components in painted steel
- Doors: Dark Blue
- Drawers: Dark blue;
- Drawer end caps and doors: black.

#### **5.1.1 Row of shelves and drawers**

Quantity required: 3 units

Dimension: 48" long x 24" wide x 87" high,

Specifications: for each unit:

- Painted steel 18 gauge or larger;
- Back and closed side;
- 2" base;
- Eight (8) drawers 5" high
- One (1) 8" tall drawer;
- Three (3) PVC dividers and drawer bottom for each drawer;
- Three (3) shelves, two (2) adjustable in height and one (1) fixed;
- Leveling and inking pad included;
- 600lb capacity per tablet;
- 400lb capacity per drawer.

Reference plan DA 2 (left side).

#### **5.1.2 Row of 3 lockers with 8 shelves**

Quantity required: 3 units

Dimension: 48" long x 24" wide x 87" high,

Specifications: for each unit

- Painted steel 18 gauge or larger;
- Back and sides closed;
- 2" base;
- Eight (8) shelves including six (6) adjustable and two (2) fixed, painted steel of 20 gauge or more
- Double doors with key lock;
- Leveling and inking pad included;
- Capacity of 600lb min. by tablet;

Reference plan DA 2 (right side).

### **5.1.3 Mobile Workstation**

Quantity required: 2 units

Dimension: 36" long x 24" wide x 34 ¾" high,

Specifications: for each unit

- Painted steel 14 gauge or larger
- Two (2) legs open 21" wide x 28" high;
- Four (4) 4 "diameters including two (2) fixed and two (2) pivoted-barred wheels;
- Rear beams;
- One (1) level of 18" steel shelf;

Work area:

- One (1) dissipative top 36" long x 24" wide x 1-1/2 " thick;
- Capacity of 625lb min. by tablet

Reference plan DA 3 (Left side).

### **5.1.4 Fixed workstation**

Quantity required: 3 units

Dimension: 60" long x 30" width x 83" high

Specifications: for each unit

- Painted steel 14 gauge or larger

Below the work surface:

- One (1) dissipative top 60" long x 30" wide x 1-1/2 " high;
- One (1) open tab 27" wide x 32" high;
- One (1) fixed L cabinet with base 18" long x 27" wide x 32" high;
  - Two (2) drawers 6" high
  - One (1) 12" high drawer;
- One (1) adjustable footrest;
- 4" base;
- Set of leveling pads included;

Above the work surface:

- One (1) double multifunctional structure 56" long c / c;
- One (1) cantilever air support;
- One (1) luminaire with two (2) T8 fluorescent for each workstation;
- Six (6) 12" long reclining shelves;
- One (1) wire reel stand (for 1 unit only);
- One (1) 3-outlet power module;
- Capacity of 100lb min. by tablet
- Capacity of 100lb min. by drawer

Reference plan DA 3 (Right side).

### **5.1.5 Installation of Building 240, Local 101**

The Contractor must install Local 101 as described in Plan DA1

## **5.2 Building 243 Local 114 - Shelves Components and Workstation**

- Components in painted steel
- Shelves: Dark blue;
- Drawers: Dark blue;
- Section B1: gray
- Drawer end caps and doors: black;

### **5.2.1 Mini racking without platform**

Quantity required: 4 units

Dimension: 60" long x 24" width x 99" high,

Specifications: for each unit

- Painted steel 14 gauge or higher
- Two (2) shelves 60" long x 24" wide, adjustable in height with back sway brace,
- without platform.
- Capacity of 1225lb min. by level of 60" x 24".

Reference plan DA4 (A2 left side).

### **5.2.2 Shelf with drawers**

Quantity required: 1 unit

Dimension: 36" long x 24" width x 99" high,

Specifications:

- Painted steel 14 gauge or higher
- Six (6) drawers 36" long x 24" wide x 4" high with 30 compartments per drawer
- Four (4) drawers 36" long x 24" wide x 6" high with 12 compartments per drawer
- Three (3) 36" long x 24" wide shelves with two (2) height adjustable shelves and one (1) fixed
- Capacity of 625lb min. per shelf d 36" x 24"
- Capacity 400lb min. by drawer.

Reference plan DA4 (A2 right side).

### **5.2.3 Workbench with drawers**

Quantity required: 1 unit divided into 2 sections 36" long

Overall dimension: 72" long x 27" wide x 37" high,

Specifications:

- Painted steel 18 gauge or larger

Each section of 36" long x 27" wide x 30" high contains

- Two (2) drawers 36" long x 24" wide x 4" high with 30 compartments per drawer
- Three (3) drawers 36" long x 24" wide x 6" high with 12 compartments per drawer
- Shrinkage base 36" x 24" wide x 4" high (painted)
- Set of leveling glides for cabinet. Adjustment 1 1/8" to 2" high

Workbench Top: Stainless Steel 72" long x 27" wide x 1 3/4" high

- Capacity per cabinet 1,200lb min.
- Capacity of 400lb min. by drawer

Reference plan DA4 (A1).

### **5.2.4 Shelves**

Quantity required: 4 units (see layout plan DA5)

2 units

Dimensions: for each unit

Specifications:

- Painted steel 14 gauge or larger
- 108" long x 24" width x 120" high
- Two (2) height-adjustable shelves without platform
- 2830lb capacity per 108" level.

2 units

Dimensions: for each unit

Specifications:

- Painted steel 14 gauge or larger
- 96" long x 24" width x 120" high
- Two (2) height-adjustable shelves without platform
- Capacity of 3580lb per 96" level.

Reference plan DA4 (B1)

### **5.2.5 Mini racking**

Quantity required: 4 units (back to back)

Dimension: 84 "long x 36" width x 99" high

Specifications: for each unit

- Painted steel 14 gauge or higher
- Two (2) height-adjustable shelves without platform
- Two sheets of MDF 84" x 36"
- Capacity of 1225lb per level of 84" x 36".

Reference plane DA4 (C1).

### **5.2.6 Row of shelves and drawers**

(see layout plan DA5)

**5.2.6.1** Required quantity: 2 units

Dimension: 96 "long x 48" width x 99" high

Specifications: for each unit

- Painted steel 14 gauge or larger
- Two (2) height adjustable shelves without platform.
- Two sheets of MDF 96" x 48"
- 1225lb capacity per 96" x 48" level.

Reference plane DA4 (D1 (1 front right side and 1 back left side)).

**5.2.6.2** Quantity required: 3 units

Dimension: 36" long x 24" width x 99" high

Specifications: for each unit

- Six (6) drawers 36" long x 24" wide x 4" high with 30 compartments per drawer
- Four (4) drawers 36" long x 24" wide x 6" high with 12 compartments per drawer
- Painted steel 18 gauge or larger

- Capacity of 400lb per drawer
- Four (4) shelves, three (3) adjustable in height, one (1) fixed
- Painted steel platform 18 gauge or larger
- Capacity of 625lb per tablet.

Reference plan DA4 (D1 front left).

**5.2.6.3. Quantity required: 3 units**

Dimensions: 36" long x 24" wide x 99" high

Specifications: for each unit

- Painted steel 14 gauge or higher
- Four (4) shelves, three (3) adjustable in height, one (1) fixed,
- With platform
- Back and sides closed.
- Capacity of 625lb per tablet of 36" x 24".

Reference plan DA4 (D1 rear right).

**5.2.7 Shelf**

(See layout plan DA5)

**5.2.7.1 Required quantity: 4 units**

Dimensions: 48" long x 18" wide x 99" high

Specifications: for each unit

- Painted steel 14 gauge or higher
- Four (4) shelves, three (3) adjustable in height, one (1) fixed
- With platform
- With back sway brace.
- 575lb capacity per 48" x 18" tablet.

Document Reference DA4 (E1 right side).

**5.2.7.2 Quantity: Required: 1 unit**

Dimensions: 30" long x 18" width x 99" high

Specifications:

- Painted steel 14 gauge or higher
- Four (4) shelves, three (3) adjustable in height, one (1) fixed
- With platform
- With back sway brace.
- 800lb capacity per 30" x 18" tablet.

Document Reference DA4 (E1 left side).

**5.2.8 Installation of Building 243, Local 114**

The Contractor must install Local 114 as described in Plan DA5.

**ANNEX «B»**

**BASIS OF PAYMENT**

Art	Description	Qty	U.I.	Firm unit price	Total firm price (CAD)
<b>Building 240 Local 101</b>					
1	Row of shelves and drawers: in accordance with Article 5.1.1 of the Annex « A »	3	EA	\$	\$
2	Row of three (3) lockers with eight (8) shelves: in accordance with Article 5.1.2 of the Annex « A »	3	EA	\$	\$
3	Mobile Workstation: in accordance with Article 5.1.3 of the Annex « A »	2	EA	\$	\$
4	Fixed Workstation: in accordance with Article 5.1.4 of the Annex « A »	3	EA	\$	\$
<b>Building 243 Local 114</b>					
5	Mini Racking without platform: in accordance with Article 5.2.1 of the Annex « A »	4	EA	\$	\$
6	Shelves with drawers: in accordance with Article 5.2.2 of Annex « A »	1	EA	\$	\$
7	Workbench with drawers: in accordance with Article 5.2.3 of Annex « A »	1	EA	\$	\$
8	Shelves: in accordance with Article 5.2.4 of Annex « A »	1	LOT	\$	\$
9	Mini Racking: in accordance with Article 5.2.5 of Annex « A »	4	EA	\$	\$
10	Row of shelves and drawers: in accordance with Article 5.2.6 of Annex « A »	1	LOT	\$	\$
11	Shelves: in accordance with Article 5.2.7 of Annex « A »	1	LOT	\$	\$
12	Complete installation of equipment for the two (2) locals. in accordance with sections 5.1.5 and 5.2.8 of Annex « A » including hardware and anchoring systems.	1	LOT	\$	\$
13	DDP (Quebec City, Quebec, Canada), including customs duties, handling and delivery.	1	LOT	\$	\$
<b>TOTAL =</b>					<b>\$</b>
<b>Note: Price in Canadian Currency, excluding Applicable Sales Taxes.</b>					

Solicitation No. - N° de l'invitation  
W7701-186748/A  
Client Ref. No. - N° de réf. du client  
W7701-186748

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCW-7-40235

Buyer ID - Id de l'acheteur  
qcw030  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX «C»**

PLANS (See below)

Solicitation No. - N° de l'invitation  
W7701-186748/A  
Client Ref. No. - N° de réf. du client  
W7701-186748

Amd. No. - N° de la modif.  
File No. - N° du dossier  
QCW-7-40235

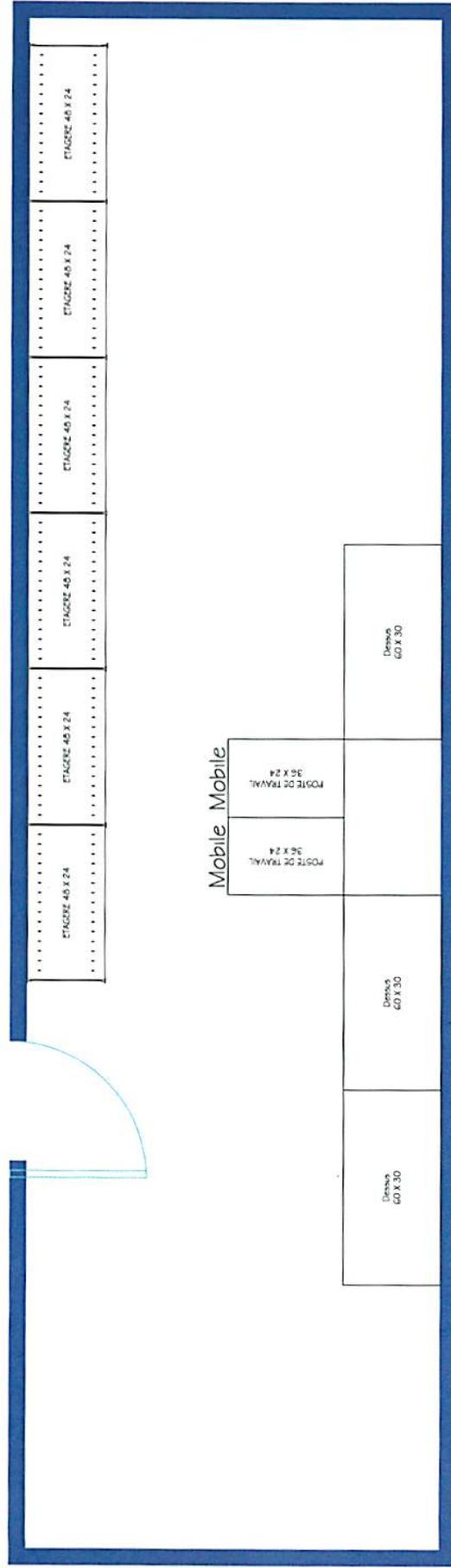
Buyer ID - Id de l'acheteur  
qcw030  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX «D»**

SECURITY REQUIREMENT CHECK LIST (See after the plans below)

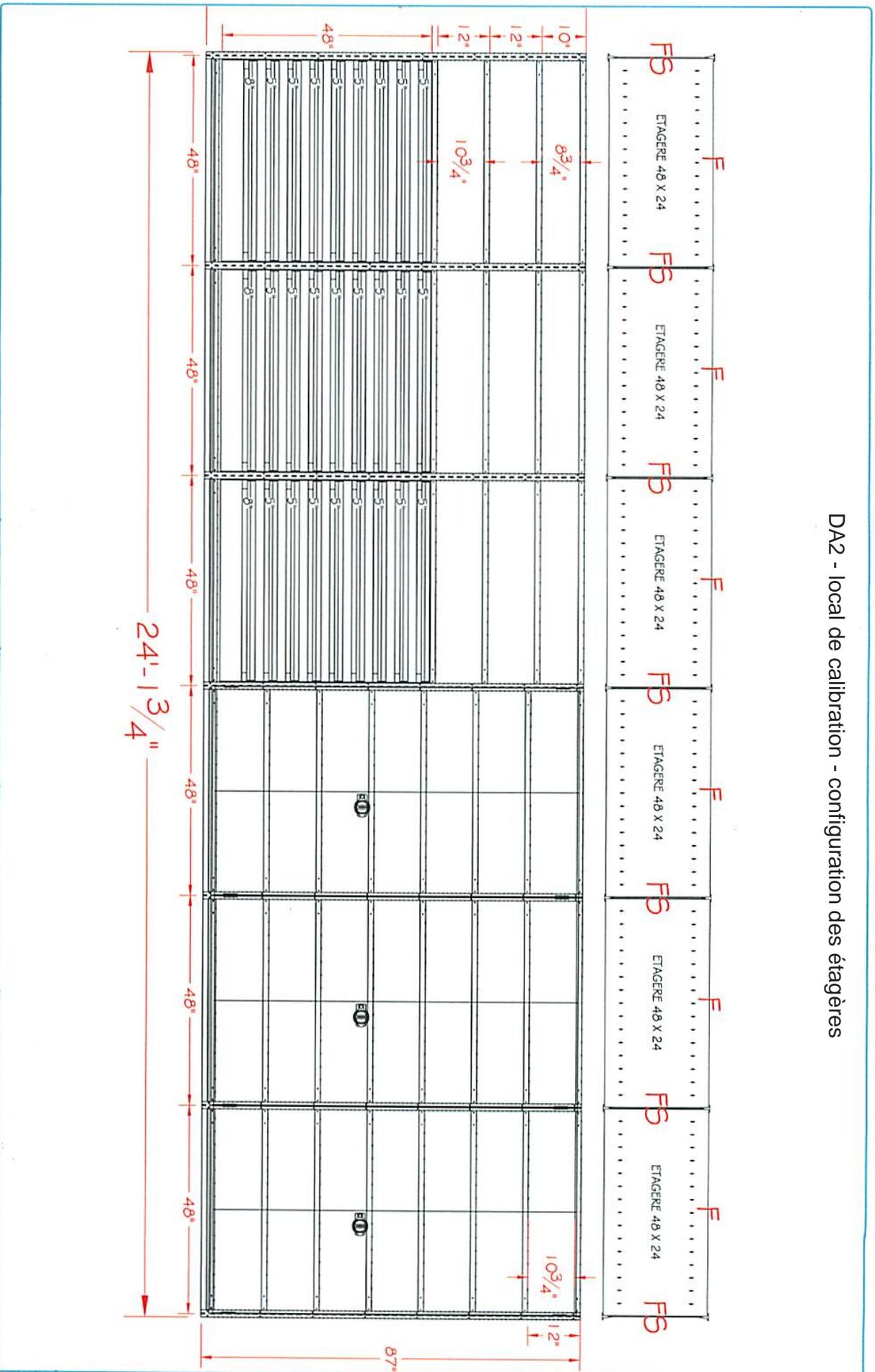
# DA 1 - Aménagement local de calibration



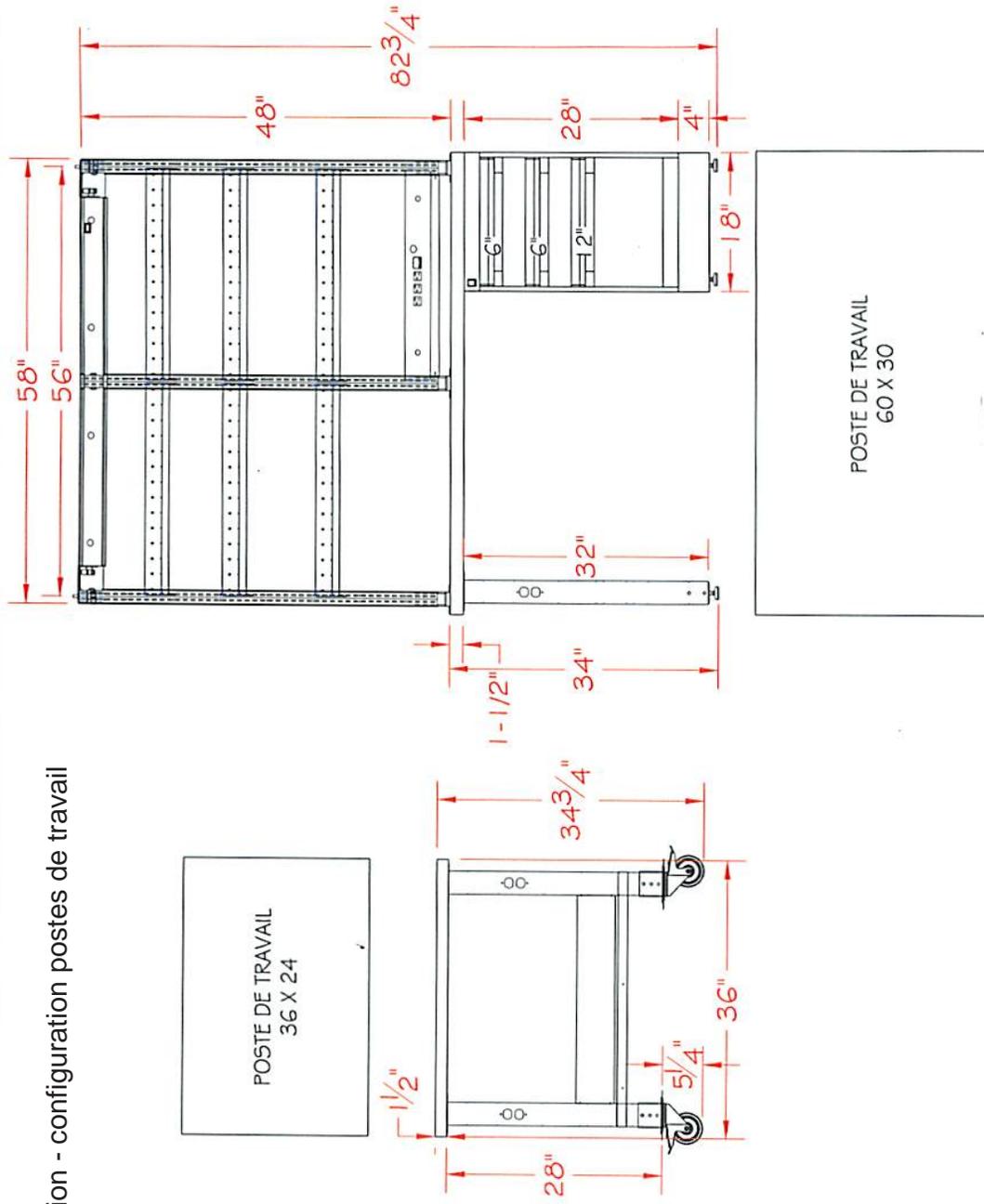
B240 L101 - local calibration

Dimension approximative : 13768 mm (45'2") long x 3516mm (11'6" ) largeur

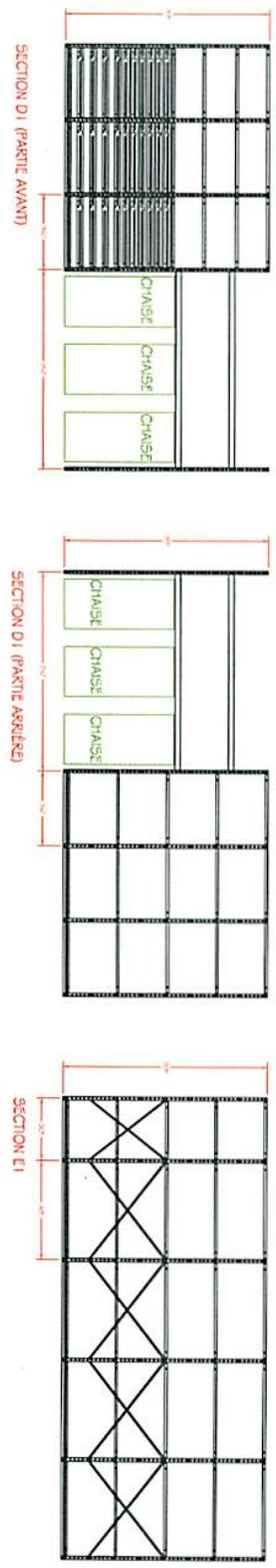
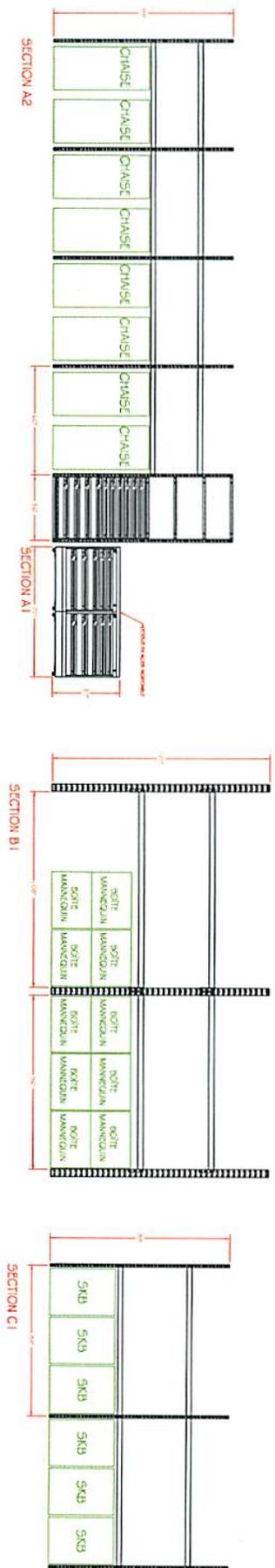
DA2 - local de calibration - configuration des étagères



DA3 - local de calibration - configuration postes de travail



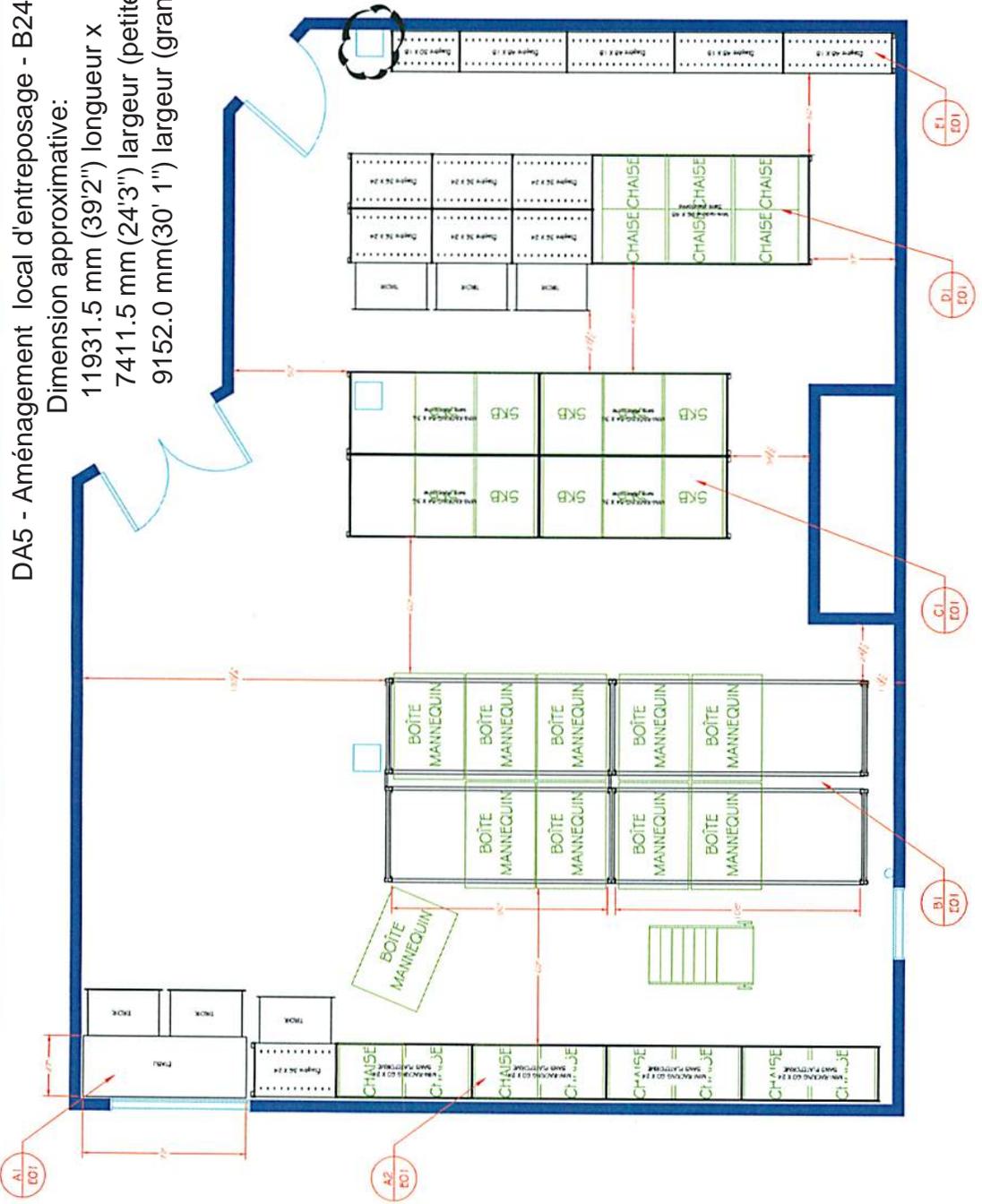
# DA4 - local d'entreposage - configuration postes de travail - étagères



# DA5 - Aménagement local d'entreposage - B243 local 114

Dimension approximative:

- 11931.5 mm (39'2") longueur x
- 7411.5 mm (24'3") largeur (petite section)
- 9152.0 mm (30' 1") largeur (grande section)





Government of Canada

Gouvernement du Canada



Contract Number / Numéro du contrat

W7701-186748

Security Classification / Classification de sécurité

Non classifiée / Unclassified

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine: DND / MDN
2. Branch or Directorate / Direction générale ou Direction: ADM(MAT)/DGLEPM/QETEM/ETC

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
Le centre d'essais et d'expérimentation en munitions (CEEM) souhaite faire le réaménagement du local de calibration (local 101) du bâtiment 240 et du local d'entreposage 114, bâtiment 243. L'entrepreneur devra livrer, faire l'installation des nouvelles étagères et postes de travail.

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? [X] No / [ ] Yes

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? [X] No / [ ] Yes

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? [X] No / [ ] Yes

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? [ ] No / [X] Yes

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? [X] No / [ ] Yes

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 [X] NATO / OTAN [ ] Foreign / Étranger [ ]

7. b) Release restrictions / Restrictions relatives à la diffusion
No release restrictions / Aucune restriction relative à la diffusion [X]
Not releasable / À ne pas diffuser [ ]
Restricted to: / Limité à: [ ]

7. c) Level of information / Niveau d'information
PROTECTED A / PROTÉGÉ A [ ]
PROTECTED B / PROTÉGÉ B [ ]
PROTECTED C / PROTÉGÉ C [ ]
CONFIDENTIAL / CONFIDENTIEL [ ]
SECRET [ ]
TOP SECRET / TRÈS SECRET [ ]
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) [ ]



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

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

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

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

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

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

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

- |   |   |   |  |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |   |   |  |

Special comments:

Commentaires spéciaux : \_\_\_\_\_

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui

If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



Contract Number / Numéro du contrat W7701-186748
Security Classification / Classification de sécurité

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	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 indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat W7701-186748
Security Classification / Classification de sécurité <i>Unclassified / Non classifiée</i>

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

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

Name (print) - Nom (en lettres moulées) DENIS CARRIER	Title - Titre SURINTENDANT	Signature 
Telephone No. - N° de téléphone 418-844-4000 X 4605	Facsimile No. - N° de télécopieur 418-844-4499	E-mail address - Adresse courriel Denis.Carrier@drc-rddc.gc.ca
		Date 14 novembre 2017

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

Name (print) - Nom (en lettres moulées) <i>Senior Security Analyst</i> Tippy Graham Tel: 613-996-0205 Email: tippy.graham@forces.gc.ca	Title - Titre	Signature 
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date 20 Nov 2017

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?  
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

No / Non  Yes / Oui

**16. Procurement Officer / Agent d'approvisionnement**

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

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

Name Paul Lepinski	Signature 
Telephone Agent à la Sécurité des contrats   Contract Security Officer Programme de la Sécurité des contrats   Contract Security Program Paul.Lepinski@tpsge-pwgscc.gc.ca Téléphone: 613 957-1294	Date 05-DÉC-2017