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

1.2 Statement of Work

The Work to be performed 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 the North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Canadian Free Trade Agreement (CFTA), the Canada-Columbia Free Trade Agreement (CCoIFTA), the Canada-Panama Free Trade Agreement (CPanFTA), the Canada-Honduras Free Trade Agreement (CHFTA), the Canada-Korea Free Trade Agreement (CKFTA) and the Canada-European Union Comprehensive Economic and Trade Agreement (CETA)."

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 and Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation, with the following modifications:

- a) Section 02, Procurement Business Number is deleted in its entirety.
- b) Section 20(2), Further Information is deleted in its entirety.

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 Equivalent Products

- 1) Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:
 - a) designates the brand name, model and/or part number of the substitute product;
- 2) Products offered as equivalent in form, fit, function and quality will not be considered if:
 - a) the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
 - b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.
- 3) In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to provide technical information demonstrating the equivalency (e.g. Drawing, specification, engineering reports and/or test reports), or to demonstrate that the substitute product is equivalent to the item specified in the bid solicitation, at the sole cost of bidders, within seven (7) calendar days of the request. If the bidder fails to provide the requested information within the specified delay, Canada may declare the bid non-responsive.

2.1.2 Substitute Products - Samples (Department of National Defence)

- 1) If the Bidder offers an equivalent product or a replacement part number from the OEM, Canada reserves the right to request a sample from the Bidder in order to determine its equivalency in form, fit, function, quality and performance to the item specified in the bid solicitation.
- 2) The Bidder must, upon request from the Contracting Authority, provide a sample to the Technical Authority, transportation charges prepaid, and without charge to Canada, within seven (7) calendar days from the date of request. The sample submitted by the Bidder will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract. If the sample does not meet the requirement of the bid solicitation or the Bidder fails to comply with the request of the Contracting Authority, the bid will be declared non-responsive.

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.

Due to the nature of the bid solicitation, bids transmitted by facsimile will not be accepted.

2.2.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 20 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 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.

2.5 SACC Manual Clauses

SACC Manual Clause B1000T, (2014-06-26), Condition of Material - Bid

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 3 hard copies

Section II: Financial Bid 1 hard copy

Section III: Certifications 3

Section IV: Additional Information 3 hard copies

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

Bidders may use Attachment 1 to Part 3 to indicate their prices. If Bidders choose to use Attachment 1 to Part 3 to indicate their prices, Bidders must include Attachment 1 to Part 3 in their financial 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 as follows:

Bidders must submit firm prices on all items in the Pricing Schedule, Delivered Duty Paid (DDP) at Gatineau, QC, Canada Incoterms 2010, Applicable Taxes excluded. The total amount of Applicable Taxes must be shown separately.

Bids must be submitted in Canadian dollars.

If Bidders choose to use Attachment 1 to Part 3 to submit their prices, the Bidders must include Attachment 1 to Part 3 as part of their financial bid.

Blank Prices : Bidders are requested to insert "\$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in Attachment 1 to Part 3. If the Bidder leaves any price blank, Canada will treat the prices as "\$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, \$0.00. No bidder will be permitted to add or change a price as part of this confirmation. Any bidder who does not confirm that the price for a blank item is \$0.00 will be declared non-responsive.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "E" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "E" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.1.2 Exchange Rate Fluctuation

SACC Manual Clause C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

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

Section IV: Additional Information

3.1.4 The Company Security Officer (CSO) must ensure through the [Industrial Security Program \(ISP\)](#) that the Contractor and individuals hold a valid security clearance at the required level, as indicated in Part 1, clause 1.1, Security Requirements.

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.

4.1.2 Mandatory Technical Evaluation

The Mandatory Technical Criteria are noted in Annex B - Mandatory Technical Evaluation Criteria.

4.1.3 Financial Evaluation

The price of the bid will be evaluated in Canadian dollars, Delivered Duty Paid (DDP) at DND QETE, 45 Blvd Sacré Coeur, Gatineau, QC, Canada Incoterms 2010, Canadian customs duties and excise taxes included, Applicable Taxes excluded.

4.2 Basis of Selection

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless otherwise specified, 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 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.

5.1.1 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.

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

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 – Contract

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

2010A (2016-04-04), General Conditions - Goods (Medium Complexity); with the following modifications:

- a. Definition of Minister is modified as follows:

"Canada", "Crown", "Her Majesty" or "the Government" means Her Majesty the Queen in right of Canada as represented by the Minister of National Defence and any other person duly authorized to act on behalf of that minister or, if applicable, an appropriate minister to whom the Minister of National Defence has delegated his or her powers, duties or functions and any other person duly authorized to act on behalf of that minister.

6.3.2 Supplemental General Conditions

4003 (2010-08-16), Licensed Software;

6.4 Delivery Date

All the deliverables must be received on or before 1 May 2018.

6.4.1 Delivery

Goods must be consigned and delivered to the destination specified in the contract:

1. Incoterms 2010 "DDP Delivered Duty Paid" 45 Sacré-coeur Blvd., Gatineau, Quebec.
2. The Contractor must deliver the goods to the Department of National Defence (DND) Quality Engineering Test Establishment (QETE) by appointment only. The Contractor or its carrier must arrange delivery appointments by contacting the Traffic Section at the location shown below. The consignee may refuse shipments when prior arrangements have not been made.
 - a. DND QETE
45 Sacré-coeur Blvd.
Gatineau, Quebec
Telephone: 819-939-9083

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Valerie Bleskie, DLP 7-1-3-1
Department of National Defence
Directorate of Land Procurement
101 Colonel By Drive
Ottawa, ON
K1A 0K2
Telephone: 819-939-6477
Facsimile: 819-994-7659
E-mail address: Valerie.Bleskie@forces.gc.ca

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

6.5.2 Technical Authority

The Technical Authority for the Contract is:

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

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

6.5.3 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 firm unit/lot prices, as specified in Annex "B" for a total cost of \$ _____. Customs duties are included, *and* Applicable Taxes are extra.

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

6.6.2 Single Payment

SACC *Manual* clause H1000C (2008-05-12, Single Payment

6.6.3 SACC Manual Clauses

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

6.6.4 Electronic Payment of Invoices – Contract

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

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

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Invoices must be distributed as follows:

- a. The original must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.8 Certifications

6.8.1 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 wordings 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 supplemental general conditions 4003 (2010-08-16), Licensed Software and;
- (c) the general conditions 2010A (2016-04-04), General Conditions - Goods (Medium Complexity);
- (d) Annex "A", Statement of Work;
- (e) Annex "B", Pricing;
- (f) Annex "C", Security Requirements Check List;
- (g) the Contractor's bid dated _____

6.11 Defence Contract

SACC *Manual* clause A9006C (2012-07-16), Defence Contract

6.12 Insurance No Specific Requirement

SACC *Manual* clause G1005C (2016-04-28) Insurance No Specific Requirement

6.13 Inspection and Acceptance

The Technical 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.

6.14 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.

6.15 Packaging Requirement

The Contractor must prepare all items for delivery in accordance with the latest issue of the Canadian Forces Packaging Specification *D-LM-008-036/SF-000*, DND Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must package all items in quantities of one (1) by package.

6.16 Quality Assurance

SACC *Manual* clause D5545C (2010-08-16), ISO 9001:2008 – Quality Management Systems Requirement (Quality Assurance Code C)

6.17 SACC Manual clauses

SACC *Manual* Clause A9068C, (2010-01-11, Government Site Regulations
SACC *Manual* Clause B1501C (2006-06-16), Electrical Equipment
SACC *Manual* Clause B7500C (2006-06-16), Excess Goods
SACC *Manual* Clause D2000C (2007-11-30), Marking
SACC *Manual* Clause D2001C (2007-11-30), Labelling

SACC Manual Clause D2025C (2013-11-06), Wood Packaging Materials
SACC Manual Clause D6010C (2007-11-30), Palletization
SACC Manual Clause D9002C (2007-11-30), Incomplete Assemblies

6.18 2030 27 (2008-05-12) Intellectual property infringement and royalties

1. The Contractor represents and warrants that, to the best of its knowledge, neither it nor Canada will infringe any third party's intellectual property rights in performing or using the Work, and that Canada will have no obligation to pay royalties of any kind to anyone in connection with the Work.
2. If anyone makes a claim against Canada or the Contractor concerning intellectual property infringement or royalties related to the Work, that Party agrees to notify the other Party in writing immediately. If anyone brings a claim against Canada, according to [Department of Justice Act](#), R.S. 1985, c. J-2, the Attorney General of Canada must have the regulation and conduct of all litigation for or against Canada, but the Attorney General may request that the Contractor defend Canada against the claim. In either case, the Contractor agrees to participate fully in the defence and any settlement negotiations and to pay all costs, damages and legal costs incurred or payable as a result of the claim, including the amount of any settlement. Both Parties agree not to settle any claim unless the other Party first approves the settlement in writing.
3. The Contractor has no obligation regarding claims that were only made because:
 - a. Canada modified the Work or part of the Work without the Contractor's consent or used the Work or part of the Work without following a requirement of the Contract; or
 - b. Canada used the Work or part of the Work with a product that the Contractor did not supply under the Contract (unless that use is described in the Contract or the manufacturer's specifications); or
 - c. the Contractor used equipment, drawings, specifications or other information supplied to the Contractor by Canada (or by someone authorized by Canada); or
 - d. the Contractor used a specific item of equipment or software that it obtained because of specific instructions from the Contracting Authority; however, this exception only applies if the Contractor has included the following language in its own contract with the supplier of that equipment or software: "[Supplier name] acknowledges that the purchased items will be used by the Government of Canada. If a third party claims that equipment or software supplied under this contract infringes any intellectual property right, [supplier name], if requested to do so by either [Contractor name] or Canada, will defend both [Contractor name] and Canada against that claim at its own expense and will pay all costs, damages and legal fees payable as a result of that infringement." Obtaining this protection from the supplier is the Contractor's responsibility and, if the Contractor does not do so, it will be responsible to Canada for the claim.
4. If anyone claims that, as a result of the Work, the Contractor or Canada is infringing its intellectual property rights, the Contractor must immediately do one of the following:
 - a. take whatever steps are necessary to allow Canada to continue to use the allegedly infringing part of the Work; or
 - b. modify or replace the Work to avoid intellectual property infringement, while ensuring that the Work continues to meet all the requirements of the Contract; or
 - c. take back the Work and refund any part of the Contract Price that Canada has already paid.

If the Contractor determines that none of these alternatives can reasonably be achieved, or if the Contractor fails to take any of these steps within a reasonable amount of time, Canada may choose either to require the Contractor to do (c), or to take whatever steps are necessary to acquire the rights to use the allegedly infringing part(s) of the Work itself, in which case the Contractor must reimburse Canada for all the costs it incurs to do so.

ANNEX "A"

STATEMENT OF WORK

Optical Test System

1. SCOPE

1.1. Objective

- 1.1.1. The purpose of this Statement of Work (SOW) is to define the technical requirements for the delivery, installation, and commissioning of an Optical Test System and to provide training for scientific personnel on the installed Equipment.

1.2. Background

- 1.2.1 The Quality Engineering Test Establishment (QETE) is a field unit within the Canadian Armed Forces (CAF) with the mandate to provide the Department of National Defence (DND) and the CAF with specialized, technology-based test and investigative services required to support engineering decisions throughout all phases of materiel acquisition and support. QETE provides technical advice and consultation, material evaluation, investigation and analysis, calibration and measurement, in the domains of mechanical and materials engineering, applied science, electrical engineering, measurement science and imagery.
- 1.2.2 QETE is regularly tasked to perform testing of optical systems such as night vision goggle systems (NVGS), binoculars, rifle scopes and rifle sights. The existing test set-up (Figures 1-1 and 1-2) has evolved over a number of years in an unstructured manner. As a result the existing test equipment is difficult to configure; the performance of tests can be very time consuming; and components are becoming obsolete and unsupported. New equipment is required to perform testing on state-of-the-art new optical equipment for CAF operations.

Figure 1-1
Existing QETE Optical Test Set-up



Figure 1-2
Binoculars in Existing Test Set-up



1.2.3 QETE is planning for the Equipment, excluding accessories, to have a minimum design life of ten years. The term "design life" is used to express an expectation of the operational life of the equipment to function within the requirements defined within this SOW and the manufacturer's published specifications, as well as to define the period against which the overall capital and life cycle costs (e.g. maintenance and calibration) will be planned. For the Equipment defined within this SOW, design life conditions include operating for an average of 520 hours per year and in accordance with the manufacturer's specified operating and maintenance instructions.

1.3. Terminology

CAF	Canadian Armed Forces
CSA	Canadian Standards Association
DND	Department of National Defence
FSR	Factory Service Representative
IEC	International Electrotechnical Commission
ISO	International Organization for Standardization
NIR	Near Infrared
NPB	National Printing Bureau
NVGS	Night Vision Goggle System
OTS	Optical Test System
QETE	Quality Engineering Test Establishment
SOW	Statement of Work
USAF	United States Air Force

Table 1-1 Acronyms and Abbreviations

2. REFERENCE DOCUMENTS AND STANDARDS

2.1. The following standards, references and documents apply to this SOW:

- 2.1.1. ISO/IEC 17025:2005 General requirements for the competence of testing and calibration laboratories¹.
- 2.1.2. Canadian Electrical Code².
- 2.1.3. 1951 United States Air Force (USAF) Resolution Test Chart.

¹ http://www.iso.org/iso/iso_catalogue/catalogue_tc/catalogue_detail.htm?csnumber=39883

² <http://www.csagroup.org/services/codes-and-standards/installation-codes/canadian-electrical-code/>

3. REQUIREMENTS

3.1. Scope of Work

- 3.1.1. QETE has a requirement for a new optical test system (OTS), complete will test equipment and software, that will meet the current and future needs for testing state-of-the-art optical systems purchased by DND or under consideration for purchase in support of CAF operations. The OTS will be used to perform optical measurements on components and systems such as night vision goggle systems (NVGS), binoculars, rifle scopes, rifle sights, visible cameras and intensified near infrared (NIR) cameras at different illuminance levels. The OTS will also be used to perform resolution testing using the 1951 USAF resolution test chart. The Contractor will be required to deliver, install, test and commission the Equipment in QETE's electro-optics laboratory, as well as provide training for QETE personnel. QETE's existing optical test set-up is shown in Figures 3-1 and 3-2.

Figure 3-1

Existing QETE Optical Test Set-up configured for testing a pair of binoculars





Figure 3-2
20 Inch Integrating Sphere in Existing Test Set-up

3.1.2. The Equipment is defined as including the following components:

- 3.1.2.1. Two (2) 20 inch (50.8 cm) integrating spheres;
- 3.1.2.2. Two (2) sphere cages with cable harness;
- 3.1.2.3. Electronics rack(s) (quantity as determined by Contractor for design of the Equipment);
- 3.1.2.4. Accessories;
- 3.1.2.5. Computer Interface; and
- 3.1.2.6. System Software

3.1.3. The Equipment does not include the test system frame. It is QETE's intent to adapt the existing optical test set-up frame shown in Figure 3-1 to the new Equipment supplied by the Contractor. QETE will be responsible for the work to adapt the test frame. The test system frame will be removed prior to installation of the Equipment and the Contractor will be responsible for installation of the Equipment on the optical table shown in Figure 3-1.

3.1.4. General Requirements:

- 3.1.4.1. All electrical components of the Equipment must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.
- 3.1.4.2. The Equipment must meet the more stringent of the technical specifications stated in this Statement of Work or the manufacturer's published specifications.

-
- 3.1.4.3. The Equipment must meet the manufacturer's published specifications for any functional or performance parameter not specified in this Statement of Work.
- 3.1.5. Integrating Spheres – The Contractor must provide two identical integrating spheres (to allow for simultaneous foreground and background illumination) that meet the following parameters:
- 3.1.5.1. Sphere dimension: diameter 20.0 inches (50.8 cm);
 - 3.1.5.2. Output port: diameter 8.0 inches (20.3 cm);
 - 3.1.5.3. Output port covers for protection of the Equipment when not in use;
 - 3.1.5.4. Maximum luminance: not less than 1,000 cd/m²;
 - 3.1.5.5. Minimum non-zero luminance: not greater than 3.0 x 10⁻⁶ cd/m²;
 - 3.1.5.6. Luminance uniformity: ±1%;
 - 3.1.5.7. Maximum illuminance: not less than 5,000 lux;
 - 3.1.5.8. Correlated colour temperature: 2856K ± 50K; and
 - 3.1.5.9. Minimum of two (2) additional unused and covered ports to allow for system growth and additional components.
- 3.1.6. Sphere Cages and Cable Harness – The contractor must provide rugged cages for mounting, support and protection of each of the 20 inch spheres, which include the following features:
- 3.1.6.1. Lightweight construction material (e.g. aluminum);
 - 3.1.6.2. Maximum cage dimensions of 29.0 inches (height) x 25.0 inches (width) x 20.0 inches (depth).
- 3.1.7. Electronics Rack(s) - The contractor must provide an electronics rack or racks to house the control software and electronic components needed for system operation.
- 3.1.8. Accessories – The contractor must provide all accessories necessary to operate the Equipment for its intended design function, including:
- 3.1.8.1. Cables and Connectors – All cables associated must be connected and retained using fasteners or other means to ensure mechanical and electrical integrity of the connection while allowing ease of disconnection for installation and servicing. Strain relief cords or connections should be used where applicable to reduce risk of damage.
 - 3.1.8.2. Lamps:
 - (a) The Contractor must supply and install all lamps necessary to achieve the functional parameters specified for each of the integrating spheres.
 - (b) The Contractor must supply six additional spare lamps for each unique lamp used in the system.
- 3.1.9. Computer Interface:
- 3.1.9.1. The Optical Test System must be controllable from a single laptop personal computer to be supplied by QETE.
 - 3.1.9.2. At a minimum, the QETE-supplied computer will include a keyboard, mouse, display and a core processor clock speed greater than or equal to 1.5GHz and will run Windows 7.
 - 3.1.9.3. The Optical Test System must include an Ethernet interface and a three metre cable for connection to the QETE-supplied computer.

3.1.10. System Software:

- 3.1.10.1. After installation on a QETE-supplied computer, the Optical Test System software must provide full computer control of the sphere luminance and illuminance over its entire dynamic range.
- 3.1.10.2. The Optical Test System software must be written in LabVIEW to maintain compatibility with existing programs, test routines and data analysis software.
- 3.1.10.3. The Optical Test System must include a software development kit that provides the capability for the user to access and alter the source code for the Optical Test System.
- 3.1.10.4. The software development kit must provide access to the Optical Test System source code.

3.1.11. Power Requirements:

- 3.1.11.1. The Equipment must be powered by a maximum of two 120VAC, 15A electrical circuits.
- 3.1.11.2. The Equipment must include all power supplies required to achieve full functionality.

3.2. Tasks

3.2.1. Removal and Disposal of Existing Optical Test Set-up

- 3.2.1.1. QETE will disassemble and remove the existing components of the existing Optical Test Set-up and test frame apparatus in preparation for the installation of the new Optical Test System by the Contractor.

3.2.2. Installation and Commissioning

- 3.2.2.1. The Contractor must install the Equipment in QETE's facilities at the National Printing Bureau building in Room A-1401-A at 45 Sacré-Coeur Blvd, Gatineau, Québec in the Optics Laboratory.
- 3.2.2.2. The Contractor must install the Equipment on the QETE optical table.
- 3.2.2.3. The Contractor must perform all actions needed to commission the Equipment for operational use by QETE staff. Commissioning includes conducting all visual inspections, system checks, tests and any other activities specified by the manufacturer's standard operating procedures for commissioning new equipment to ensure that the Equipment will function in accordance with the requirements of this SOW as well as the manufacturer's specifications.
- 3.2.2.4. The installation, levelling, securing, initial start-up, and calibration of Equipment must be performed by the Contractor's authorized Factory Service Representatives (FSRs).
- 3.2.2.5. The Contractor must supply all tools and supplies needed by the Contractor's FSRs to complete the installation.
- 3.2.2.6. The Contractor must dispose of all packaging used in the transport of the Equipment to the installation location and all debris resulting from the installation.

3.2.3. Training – The Contractor must provide the following training services and products:

- 3.2.3.1. Provide on-site training in English on the proper operation and maintenance of the Equipment for up to six personnel; and
- 3.2.3.2. Provide the following training materials:

- (a) paper and electronic copies of all training materials provided and presented to students, and
 - (b) training and simulation software used in the delivery of the training.
- 3.2.3.3. Training must consist of the following:
- (a) Classroom training session:
 - i. Introduction and background of company and trainers,
 - ii. Equipment Overview,
 - iii. Hardware Design,
 - iv. Safety Design, and
 - v. Software Applications and Features; and
 - (b) a hands-on tutorial, which will include:
 - i. Equipment Start-up and Orientation,
 - ii. Equipment Shut-down, and
 - iii. System Software Application Orientation.
- 3.2.3.4. QETE will provide a classroom to accommodate up to six students and the Contractor training personnel for the classroom training, which will include:
- (a) seating and appropriate table/desk space for all personnel attending the classroom training;
 - (b) a projector with USB Type A or VGA cable for connection to a portable computer (note that the portable computer will be provided by and used solely by the Contractor for training delivery and is not a deliverable under the Contract);
 - (c) a projector screen or surface; and
 - (d) a controlled access environment to allow the trainer to present proprietary information to the students.
- 3.2.3.5. The hands-on tutorial will be conducted:
- (a) using the delivered Equipment after installation, testing and commissioning has been successfully completed by the Contractor;
 - (b) using QETE supplied test scenarios;
 - (c) following the completion of the classroom training; and
 - (d) in two half-day sessions with up to three students per session.
- 3.2.3.6. Training report and certificates:
- (a) Training Summary Report that identifies all students who participated in the training, the date(s) and location(s) of the training, and the instructor(s).
 - (b) Training Certificate for each student that identifies the student's name and organization, the training activity, the date(s) and location(s) of the training, the approved training organization's name, logo, and authorized signature.

3.2.4. Service Support

3.2.4.1. Availability – The Contractor must:

- (a) ensure that full service support and replacement parts are available for a period of ten years following the date of delivery of the Equipment; and
- (b) without limiting the generality of Section 3.2.4.1.(a), provide Canada with a one year written notification prior to the Equipment parts no longer being available, and failing such notification, the Contractor must provide Canada sufficient notice to ensure that Canada may purchase the parts that are no longer available.

3.2.4.2. Service Desk – A toll-free support service desk function must be provided to help Canada in answering questions with respect to the Equipment that includes, at a minimum:

- (a) telephone technical support between the hours of 08:00 and 17:00 (Eastern Time), Monday to Friday, excluding statutory holidays in Quebec;
- (b) e-mail technical support with a response within 48 hours excluding weekends and public holidays; and
- (c) on-line help resources, including contact information, product information and documentation downloads (e.g. product brochures, technical manuals).

3.2.4.3. Product Notifications – Canada must be advised in writing as soon as reasonably possible in the event of:

- (a) any safety-related product recalls or advisories, component defects, and other similar events;
- (b) any security vulnerabilities that are subsequently discovered; and
- (c) any hidden or previously unknown defects that are subsequently discovered that may adversely affect product performance and/or functionality.

3.2.4.4. Preventive Maintenance – Canada will perform preventive maintenance and cleaning of the Equipment.

3.2.4.5. Calibration – The Contractor must supply the Equipment with its first calibration included as part of the original delivery package. Subsequent calibrations will be performed by Canada.

3.2.5. Equipment Certifications

3.2.5.1. Certificate of Calibration – The Contractor must provide a Certificate of Calibration for a Traceable Calibration for all optical and electronic components within the Equipment. The Traceable Calibration must include:

- a) a verification that the performance of the delivered Equipment meets factory specifications;
- b) traceability to a National Metrology Institute; and
- c) a compliant Certificate of Calibration containing the information listed in ISO/IEC 17025:2005.

3.2.5.2. The Traceable Calibration should include a Test Data Report, with measurement uncertainties, if available at no additional cost.

3.2.5.3. Certificate of Conformance – The Contractor must provide a Certificate of Conformance to attest that the delivered Equipment has been manufactured

according to the Contractor's published specifications and has been verified to function as designed. The Certificate must identify the location and date of completion of manufacturing and must be signed by an authorized representative of the manufacturer.

- 3.2.5.4. Statement of Compliance – The Contractor must provide a Statement of Compliance to attest that the delivered Equipment meets the requirements of the Contract. The Statement of Compliance may be provided within the Certificate of Conformance or as a separate document.
- 3.2.5.5. Statement of Continued Production and Support – The Contractor must provide a Statement of Continued Production to attest that the Equipment is neither manufacturer-discontinued nor is there an intent to discontinue the manufacturing of the Equipment within two (2) years. The Statement must also attest that the Contractor will continue to provide technical support and spare parts supply for a minimum of ten (10) years following delivery of the Equipment.
- 3.2.6. Equipment Documentation – The Contractor must provide the following documentation in support of the delivered Equipment
 - 3.2.6.1. User Operations Manual – provides detailed information about the functionality and operation of the Equipment and the care and maintenance of the Equipment that is normally performed by the user.
 - 3.2.6.2. Maintenance Manual – provides detailed information and instructions for preventive and corrective maintenance.
 - 3.2.6.3. Calibration Instructions – provide step-by-step guidance on how to calibrate the Equipment.

3.3. Constraints

- 3.3.1. All on-site work to deliver, install, test, and commission the Equipment and to train QETE personnel must be performed during normal business hours (08:00 to 17:00).

3.4. Support Provided by Canada

- 3.4.1. Canada will provide the Contractor with:
 - 3.4.1.1. Access to the job site;
 - 3.4.1.2. Access to electric power; and
 - 3.4.1.3. On-site parking at the Contractor's expense.

3.5. Time Frame and Delivery Dates

- 3.5.1. Equipment delivery – three (3) months after contract award;
- 3.5.2. Equipment documentation – at the time of Equipment delivery;
- 3.5.3. Installation and commissioning of Equipment – within 30 days of Equipment delivery at a mutually agreeable date to be coordinated with the Technical Authority;
- 3.5.4. Training – within two (2) days of Equipment commissioning; and
- 3.5.5. Certifications – one (1) week prior to Equipment delivery.

3.6. Contractor Qualifications

- 3.6.1. The Contractor must be an approved supplier of Original Equipment Manufacturer.
- 3.6.2. Personnel delivering training must be factory-trained representatives or must be approved as qualified trainers or by the Original Equipment Manufacturer.

4. DELIVERABLES

4.1 Equipment. The Contractor must provide the deliverables listed in Table 4-1:

No.	Deliverable Item	Qty	Notes
1	Optical Test System	1	The Equipment as defined in Section 3.1
2	Replacement Lamps	As per Notes	Quantity of 6 lamps for each unique lamp used in an integrating sphere
3	Certificate of Calibration	1	
4	Certificate of Conformance	1	
5	Statement of Compliance	1	
6	Statement of Continued Production and Support	1	
7	User Operations Manual	1	
8	Maintenance Manual	1	
9	Calibration Instructions	1	
10	Training Material	As per Notes	Quantity of one per student
11	Training Report	1	
12	Training Certificates	As per Notes	Quantity of one per student
13	Training Services	1	For up to six students

Table 4-1 List of Deliverables

4.2 Format for Documentation:

- 4.2.1 Equipment documentation, reports, certificates and compliance statements must be provided in English.
- 4.2.2 Equipment documentation and reports may be provided in Contractor format.
- 4.2.3 Unless otherwise specified, certificates and compliance statements may be provided in Contractor format.
- 4.2.4 Unless otherwise specified, electronic copies of deliverable documents may be delivered by e-mail to the Technical Authority.
- 4.2.5 Document files provided in electronic format must provide users with the capability to search documents (e.g. keyword search).
- 4.2.6 Unless otherwise specified, document files must be provided in PDF format.

ANNEX "B"

MANDATORY TECHNICAL EVALUATION CRITERIA

Optical Test System

1. General Instructions

The Bid must meet the mandatory technical criteria specified below. Bidders must provide the necessary documentation to support compliance with the requirements, including technical data sheets, specifications, brochures and/or other relevant technical documentation describing the equipment offered and demonstrating compliancy. Each mandatory technical criterion should be addressed separately and in the order presented below.

2. Mandatory Technical Criteria

No.	Mandatory Technical Criteria	Supporting Evidence Required
M1	<p>Bidders must propose equipment that must not be a prototype or test unit, but standard proven equipment of the manufacturer and contains reliable state-of-the-art technology. In order to demonstrate this requirement, Bidders must provide with their bid, a list of at least two (2) valid projects identifying customers who have recently purchased the equipment. For a project to be considered valid, it is necessary that the equipment specified in the project:</p> <p>a) be a similar product (i.e. meets all technical specifications described in Section 3.1 of the Statement of Work);</p> <p>and</p> <p>b) was sold in the previous 3 years of the Solicitation closing date.</p>	<p>Bidders must submit with their bid, the following information for each project:</p> <p>a) the brand name and model of the equipment sold;</p> <p>b) the date of sale;</p> <p>c) technical details of the equipment sold;</p> <p>d) a description of how the equipment sold meets the requirements of Criterion M1; and</p> <p>e) customer contact information, which should include organization name, organization address, contact name, contact telephone number, and contact e-mail address.</p> <p>The provided information may be verified with the Bidder's customer to confirm its accuracy. If the information verification does not match the requirements, then the Bid may be declared non responsive.</p>
M2	<p>Bidders must provide supporting evidence in their proposal to demonstrate that their proposed solution meets the mandatory requirements specified in the Mandatory Requirements Compliancy Matrix.</p>	<p>Bidders must complete the Mandatory Requirements Compliancy Matrix.</p>

3. Mandatory Requirements Compliancy Matrix

Where *Provide Proposal Reference or Description* is indicated for the Bidder's response, Bidders must either provide a reference to their technical proposal where information can be found that clearly shows how the requirement is met by the proposed solution, or provide a description of how the requirement is met. **Where the Bidder's technical documentation does not clearly demonstrate that the equipment offered will meet a specific requirement, the Bidder's proposal must provide additional descriptions of how the requirement will be met by the proposed solution.**

Where *Provide Statement of Compliance* is indicated for the Bidder's response, Bidders must commit to complying with the requirement during the performance of the work. Bidders may indicate "Yes" in the Compliant column, which will be a commitment to comply, or they may provide a statement committing to comply.

No.	Mandatory Technical Criteria	Supporting Evidence Required	Compliant		Proposal Reference or Description
			Yes	No	
	3. REQUIREMENTS				
	3.1 Scope of Work				
	3.1.4. General Requirements:				
M3	3.1.4.1. All electrical components of the Equipment must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.	<i>Provide Statement of Compliance</i>			
M4	3.1.4.2. The Equipment must meet the more stringent of the technical specifications stated in this Statement of Work or the manufacturer's published specifications.	<i>Provide Statement of Compliance</i>			
M5	3.1.4.3. The Equipment must meet the manufacturer's published specifications for any functional or performance parameter not specified in this Statement of Work.	<i>Provide Statement of Compliance</i>			
M7	3.1.5. Integrating Spheres – The Contractor must provide two identical integrating spheres (to allow for simultaneous foreground and background illumination) that meet the following parameters:	<i>Provide Proposal Reference or Description</i>			
M8	3.1.5.1. Sphere dimension: diameter 20.0 inches (50.8 cm);	<i>Provide Proposal Reference or Description</i>			
M9	3.1.5.2. Output port: diameter 8.0 inches (20.3 cm);	<i>Provide Proposal Reference or Description</i>			
M10	3.1.5.3. Output port covers for protection of the Equipment when not in use;	<i>Provide Proposal Reference or Description</i>			

No.	Mandatory Technical Criteria	Supporting Evidence Required	Compliant		Proposal Reference or Description
			Yes	No	
M11	3.1.5.4. Maximum luminance: not less than 1,000 cd/m ² ;	<i>Provide Proposal Reference or Description</i>			
M12	3.1.5.5. Minimum non-zero luminance: not greater than 3.0 x 10 ⁻⁶ cd/m ² ;	<i>Provide Proposal Reference or Description</i>			
M13	3.1.5.6. Luminance uniformity: ±1%;	<i>Provide Proposal Reference or Description</i>			
M14	3.1.5.7. Maximum illuminance: not less than 5,000 lux;	<i>Provide Proposal Reference or Description</i>			
M15	3.1.5.8. Correlated colour temperature: 2856K ± 50K; and	<i>Provide Proposal Reference or Description</i>			
M16	3.1.5.9. Minimum of two (2) additional unused and covered ports to allow for system growth and additional components.	<i>Provide Proposal Reference or Description</i>			
M17	3.1.6. Sphere Cages and Cable Harness – The contractor must provide rugged cages for mounting, support and protection of each of the 20 inch spheres, which include the following features:	<i>Provide Proposal Reference or Description</i>			
M18	3.1.6.1. Lightweight construction material (e.g. aluminum);	<i>Provide Proposal Reference or Description</i>			
M19	3.1.6.2. Maximum cage dimensions of 29.0 inches (height) x 25.0 inches (width) x 20.0 inches (depth).	<i>Provide Proposal Reference or Description</i>			
M20	3.1.7. Electronics Rack(s) - The contractor must provide an electronics rack or racks to house the control software and electronic components needed for system operation.	<i>Provide Proposal Reference or Description</i>			
M21	3.1.8. Accessories – The contractor must provide all accessories necessary to operate the Equipment for its intended design function, including:	<i>Provide Statement of Compliance</i>			

No.	Mandatory Technical Criteria	Supporting Evidence Required	Compliant		Proposal Reference or Description
			Yes	No	
M22	3.1.8.1. Cables and Connectors – All cables associated must be connected and retained using fasteners or other means to ensure mechanical and electrical integrity of the connection while allowing ease of disconnection for installation and servicing. Strain relief cords or connections should be used where applicable to reduce risk of damage.	<i>Provide Statement of Compliance</i>			
	3.1.8.2. Lamps:				
M23	(a) The Contractor must supply and install all lamps necessary to achieve the functional parameters specified for each of the integrating spheres.	<i>Provide Statement of Compliance</i>			
M24	(b) The Contractor must supply six additional spare lamps for each unique lamp used in the system.	<i>Provide Statement of Compliance</i>			
	3.1.9. Computer Interface:				
M25	3.1.9.1. The Optical Test System must be controllable from a single laptop personal computer to be supplied by QETE.	<i>Provide Statement of Compliance</i>			
M26	3.1.9.2. At a minimum, the QETE-supplied computer will include a keyboard, mouse, display and a core processor clock speed greater than or equal to 1.5GHz and will run Windows 7.	<i>Provide Statement of Compliance</i>			
M27	3.1.9.3. The Optical Test System must include an Ethernet interface and a three metre cable for connection to the QETE-supplied computer.	<i>Provide Statement of Compliance</i>			
	3.1.10. System Software:				
M28	3.1.10.1. After installation on a QETE-supplied computer, the Optical Test System software must provide full computer control of the sphere luminance and illuminance over its entire dynamic range.	<i>Provide Proposal Reference or Description</i>			
M29	3.1.10.2. The Optical Test System software must be written in LabVIEW to maintain compatibility with existing programs, test routines and data analysis software.	<i>Provide Proposal Reference or Description</i>			
M30	3.1.10.3. The Optical Test System must include a software development kit that provides the capability for the user to access and alter the source code for the Optical Test System.	<i>Provide Proposal Reference or Description</i>			
M31	3.1.10.4. The software development kit must provide access to the Optical Test System source code.	<i>Provide Proposal Reference or Description</i>			

No.	Mandatory Technical Criteria	Supporting Evidence Required	Compliant		Proposal Reference or Description
			Yes	No	
	3.1.11. Power Requirements:				
M32	3.1.11.1. The Equipment must be powered by a maximum of two 120VAC, 15A electrical circuits.	<i>Provide Proposal Reference or Description</i>			
M33	3.1.11.2. The Equipment must include all power supplies required to achieve full functionality.	<i>Provide Proposal Reference or Description</i>			

ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

RECEIVED
OCT 02 2017

 <p>Government of Canada Gouvernement du Canada</p>	<p>Contract Number / Numéro du contrat W8486-184515</p> <p>Security Classification / Classification de sécurité Unclassified</p>			
<p>SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)</p>				
<p>PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE</p>				
<p>1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine</p>				
<p>2. Branch or Directorate / Direction générale ou Direction</p>				
<p>3. a) Subcontract number / Numéro du contrat de sous-traitance</p>				
<p>3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant</p>				
<p>4. Brief Description of Work / brève description du travail Manufacture and deliver an Optical Test System with two 20" integrating spheres, light sources and shutters under computer control. Provide on-site set-up, commissioning, testing and training for DND staff.</p>				
<p>5. a) Will the supplier require access to Classified Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui</p>				
<p>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</p>				
<p>6. Indicate the type of access required / Indiquer le type d'accès requis</p>				
<p>6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur et ses employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? <input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui (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)</p>				
<p>6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. <input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui</p>				
<p>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</p>				
<p>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</p>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Canada <input type="checkbox"/></td> <td style="width: 33%; text-align: center;">NATO / OTAN <input type="checkbox"/></td> <td style="width: 33%; text-align: center;">Foreign / Étranger <input type="checkbox"/></td> </tr> </table>		Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>		
<p>7. b) Release restrictions / Restrictions relatives à la diffusion</p>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"> <p>No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/></p> <p>Not releasable / À ne pas diffuser <input type="checkbox"/></p> <p>Restricted to: / Limité à: <input type="checkbox"/></p> <p>Specify country(ies): / Préciser le(s) pays:</p> </td> <td style="width: 33%;"> <p>All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/></p> <p>Restricted to: / Limité à: <input type="checkbox"/></p> <p>Specify country(ies): / Préciser le(s) pays:</p> </td> <td style="width: 33%;"> <p>No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/></p> <p>Restricted to: / Limité à: <input type="checkbox"/></p> <p>Specify country(ies): / Préciser le(s) pays:</p> </td> </tr> </table>		<p>No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/></p> <p>Not releasable / À ne pas diffuser <input type="checkbox"/></p> <p>Restricted to: / Limité à: <input type="checkbox"/></p> <p>Specify country(ies): / Préciser le(s) pays:</p>	<p>All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/></p> <p>Restricted to: / Limité à: <input type="checkbox"/></p> <p>Specify country(ies): / Préciser le(s) pays:</p>	<p>No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/></p> <p>Restricted to: / Limité à: <input type="checkbox"/></p> <p>Specify country(ies): / Préciser le(s) pays:</p>
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<p>7. c) Level of information / Niveau d'information</p>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"> <p>PROTECTED A <input type="checkbox"/></p> <p>PROTEGE A <input type="checkbox"/></p> <p>PROTECTED B <input type="checkbox"/></p> <p>PROTEGE B <input type="checkbox"/></p> <p>PROTECTED C <input type="checkbox"/></p> <p>PROTEGE C <input type="checkbox"/></p> <p>CONFIDENTIAL <input type="checkbox"/></p> <p>CONFIDENTIEL <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>TOP SECRET <input type="checkbox"/></p> <p>TRÈS SECRET <input type="checkbox"/></p> <p>TOP SECRET (SIGINT) <input type="checkbox"/></p> <p>TRÈS SECRET (SIGINT) <input type="checkbox"/></p> </td> <td style="width: 33%;"> <p>NATO UNCLASSIFIED <input type="checkbox"/></p> <p>NATO NON CLASSIFIED <input type="checkbox"/></p> <p>NATO RESTRICTED <input type="checkbox"/></p> <p>NATO CONFIDENTIAL <input type="checkbox"/></p> <p>NATO CONFIDENTIEL <input type="checkbox"/></p> <p>NATO SECRET <input type="checkbox"/></p> <p>NATO SECRET <input type="checkbox"/></p> <p>COSMIC TOP SECRET <input type="checkbox"/></p> <p>COSMIC TRÈS SECRET <input type="checkbox"/></p> </td> <td style="width: 33%;"> <p>PROTECTED A <input type="checkbox"/></p> <p>PROTEGE A <input type="checkbox"/></p> <p>PROTECTED B <input type="checkbox"/></p> <p>PROTEGE B <input type="checkbox"/></p> <p>PROTECTED C <input type="checkbox"/></p> <p>PROTEGE C <input type="checkbox"/></p> <p>CONFIDENTIAL <input type="checkbox"/></p> <p>CONFIDENTIEL <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>TOP SECRET <input type="checkbox"/></p> <p>TRÈS SECRET <input type="checkbox"/></p> <p>TOP SECRET (SIGINT) <input type="checkbox"/></p> <p>TRÈS SECRET (SIGINT) <input type="checkbox"/></p> </td> </tr> </table>		<p>PROTECTED A <input type="checkbox"/></p> <p>PROTEGE A <input type="checkbox"/></p> <p>PROTECTED B <input type="checkbox"/></p> <p>PROTEGE B <input type="checkbox"/></p> <p>PROTECTED C <input type="checkbox"/></p> <p>PROTEGE C <input type="checkbox"/></p> <p>CONFIDENTIAL <input type="checkbox"/></p> <p>CONFIDENTIEL <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>TOP SECRET <input type="checkbox"/></p> <p>TRÈS SECRET <input type="checkbox"/></p> <p>TOP SECRET (SIGINT) <input type="checkbox"/></p> <p>TRÈS SECRET (SIGINT) <input type="checkbox"/></p>	<p>NATO UNCLASSIFIED <input type="checkbox"/></p> <p>NATO NON CLASSIFIED <input type="checkbox"/></p> <p>NATO RESTRICTED <input type="checkbox"/></p> <p>NATO CONFIDENTIAL <input type="checkbox"/></p> <p>NATO CONFIDENTIEL <input type="checkbox"/></p> <p>NATO SECRET <input type="checkbox"/></p> <p>NATO SECRET <input type="checkbox"/></p> <p>COSMIC TOP SECRET <input type="checkbox"/></p> <p>COSMIC TRÈS SECRET <input type="checkbox"/></p>	<p>PROTECTED A <input type="checkbox"/></p> <p>PROTEGE A <input type="checkbox"/></p> <p>PROTECTED B <input type="checkbox"/></p> <p>PROTEGE B <input type="checkbox"/></p> <p>PROTECTED C <input type="checkbox"/></p> <p>PROTEGE C <input type="checkbox"/></p> <p>CONFIDENTIAL <input type="checkbox"/></p> <p>CONFIDENTIEL <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>SECRET <input type="checkbox"/></p> <p>TOP SECRET <input type="checkbox"/></p> <p>TRÈS SECRET <input type="checkbox"/></p> <p>TOP SECRET (SIGINT) <input type="checkbox"/></p> <p>TRÈS SECRET (SIGINT) <input type="checkbox"/></p>
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<p>TBS/SCT 350-103(2004/12)</p>				
<p>Security Classification / Classification de sécurité Unclassified</p>				
				



Gouvernement
of Canada / Gouvernement
du Canada

Contract Number / Numéro du contrat W8486-184515
Security Classification / Classification de sécurité Unclassified

PART A (continued) / PARTIE A (suite)

5. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?
If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité No / Non Yes / Oui

6. 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 (continued) / PARTIE B (suite)

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

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGHT TRÈS SECRET - SIGHT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET

SITE ACCESS / ACCÈS AUX EMPLACEMENTS

Special comments / Commentaires spéciaux: Contractor to come on site (NPS Bldg) for system set-up, commissioning, testing and training.

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

PART C (continued) / PARTIE C (suite)

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

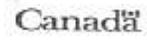
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

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 les systèmes informatiques du fournisseur et celui du ministère ou de l'agence gouvernementale?
 No / Non Yes / Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité Unclassified
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PART C - (Demandeur) / PARTIE C - (Sujét)

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 / PROTÉGÉE			CLASSIFIED / CLASSIFIÉE		NATO				COMSEC							
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO	NATO	NATO	COMSEC TOP SECRET / SECRET / SECRET	PROTECTED / PROTÉGÉE			CONFIDENTIAL	SECRET	TOP SECRET	
							RESTRICTED / DIFFUSION RESTREINTE	CONFIDENTIAL	CONFIDENTIAL		A	B	C				
PRODUCTION / PRODUIT																	
PRODUCTION / PRODUIT																	
PRODUCTION / PRODUIT																	
PRODUCTION / PRODUIT																	

12. a) Is the description of the work contained within the 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 W8486-184515
Security Classification / Classification de sécurité Unclassified

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Donald Turcotte		Title - Titre Complex Projects Manager	Signature <i>[Signature]</i>
Telephone No. - N° de téléphone 819-959-9109	Facsimile No. - N° de télécopieur 819-997-2523	E-mail address - Adresse courriel donald.turcotte@forces.gc.ca	Date 6 Dec 2016
14. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées) Tippy Graham Tel: 613-896-0283 E-mail: tippy.graham@forces.gc.ca		Title - Titre	Signature <i>[Signature]</i>
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date 07 OCT 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?			<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Out
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) Valerie Blakie		Title - Titre Procurement Officer	Signature <i>[Signature]</i>
Telephone No. - N° de téléphone 613-997-6477	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel Valerie.Blakie@forces.gc.ca	Date 8 Nov 2017
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées) Denis Leconte		Title - Titre Contract Security Officer	Signature <i>[Signature]</i>
Telephone No. - N° de téléphone 613-952-7907	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date Oct 10/2017

ANNEX "D"

ATTACHMENT 1 TO PART 3, PRICING SCHEDULE

The Bidder must complete this pricing schedule and include it in its financial bid once completed. Bidders must include a price for all items. The information in this Annex will form part of the resulting contract. It is anticipated that in the resulting contract, this Annex will become Annex "B".

Bidders are to review paragraph 3.1 Bid Preparation Instructions Section II Financial bid for instructions on the completion of the Pricing Schedule.

Bidders must fill in the prices for the following items. Goods and Services Tax (GST) and/or the Harmonized Sales Tax (HST) not included.

Item	Description	Proposed Part Numbers Option/ Components	Units of Issue	Qty.	Firm Unit/Lot Prices	Extended Price
001	Optical Test System including two (2) 20"/50.8cm integrating spheres, two (2) sphere cages with cable harness, electronics racks, accessories, lamps, computer interface, system software written in LabVIEW, per the Statement of Work (SOW) Annex "A" DELIVERY: three (3) months after contract award		Each	1	\$	\$
002	Technical Service Support as per SOW, Annex "A" DELIVERY: on the same day of the equipment delivery		Each	1	\$	\$
003	Installation and commissioning as per the SOW, Annex "A" DELIVERY: Within 30 days of equipment delivery. To include all costs for travel, accommodation, meals, wages, living expenses and all other associated costs for the vendor's representative.		Each	1	\$	\$
004	Manual and documentation as per the SOW Annex "A" DELIVERY: at the time of equipment delivery		Lot	1	\$	\$
005	Training (on-site) as per the SOW Annex "A" DELIVERY: within two (2) days of the equipment delivery To include all costs for travel, accommodation, meals, wages, living expenses and all other associated costs for the vendor's representative.		Each	1	\$	\$
Total Evaluated Bid Price for Firm items 001-005 (excluding taxes)						\$

ANNEX “E” to PART 3 OF THE - BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

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