



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**

**11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau
Québec
K1A 0S5**

Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet Material Mutilation Capability	
Solicitation No. - N° de l'invitation W8476-185739/A	Date 2018-03-01
Client Reference No. - N° de référence du client 6000410977	
GETS Reference No. - N° de référence de SEAG PW-\$\$BK-383-26742	
File No. - N° de dossier 383bk.W8476-185739	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-04-27	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Langdon (bk div), Darren	Buyer Id - Id de l'acheteur 383bk
Telephone No. - N° de téléphone (819) 939-0951 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE DUNDURN,SASKATCHEWAN GD STN MAIN Dundurn Saskatchewan S0K 1K0 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

Munitions Division (BK) / Division des munitions (BK)
11 Laurier St./11, rue Laurier
8C2, Place du Portage, Phase III
Gatineau
Québec
K1A 0S5

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

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

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 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.

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.

For additional information on security requirements, Bidders should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

1.2 Statement of Work

The Department of National Defence (DND) requires quantity one (1) mutilation capability for the demilitarization and disposal of the aids to production (A to P), Ammunition Packaging, Ammunition Salvage, and inert ammunition and explosives (A&E) related to obsolete, time-expired, superfluous and expended munitions at Canadian Forces Ammunition Depot (CFAD) Dundurn.

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

This requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP); the North American Free Trade Agreement (NAFTA); the Canada FTA's with Peru, Panama, and Columbia; Canada-European Union Comprehensive Free Trade Agreement (CETA) and the Canada Free Trade Agreement (CFTA).

1.5 Phased Bid Compliance

The Phased Bid Compliance Process (PBCP) applies to this requirement.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 2017-04-27 Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days

Insert: 90 days

2.1.1 SACC Manual Clauses

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

SACC Manual Clause B4052T 2014-06-26, Recommended Spare Parts List

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.

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 ten (10) calendar 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 ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

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 (three (3) hard copies) and three (3) soft copies on CD or DVD).

Section II: Financial Bid (three (3) hard copies) and three (3) soft copies on CD or DVD).

Section III: Certifications (three (3) hard copies) and three (3) soft copies on CD or DVD)

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

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

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

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

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

- a. 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
- b. 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.

3.1.1 Electronic Payment of Invoices – Bid

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

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 Pricing

Bidders must submit their financial bid as follows:

- a. Bids must be Firm prices submitted in Canadian dollars.

- b. Pricing must only appear in the financial bid and must not appear in any other part of the Bidder's proposal

3.1.3 Exchange Rate Fluctuation

SACC Manual Clause 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

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Financial Evaluation

SACC Manual Clause A0220T 2014-06-26, Evaluation of Price

4.2 Phased Bid Compliance

Canada will use the Phased Bid Compliance Process described below.

4.2.1 Phased Bid Compliance Process

- a. Canada is conducting the PBCP described below for this requirement.
- b. Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE

IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- c. Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- d. The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2017-04-27) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation

closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection c..

- e. Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.2.1.1 Phase I: Financial Bid

- a. After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- b. Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- c. If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- d. For Bids other than those described in c., Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- e. The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- f. In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- g. Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, only that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- h. Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in

accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.

- i. Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

4.2.1.2 Phase II: Technical Bid

- a. Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- b. Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- c. A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- d. The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- e. The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- f. Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, only that part of the original Bid as is permitted in this Section.
- g. Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will

be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid

- h. Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- i. Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

4.2.1.3 Phase III: Final Evaluation of the Bid

- a. In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- b. A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

4.2.2.1 Mandatory Technical Criteria

The Phased Bid Compliance Process will apply only to mandatory and rated technical criteria identified by the superscript (^{PB}). Mandatory technical criteria not identified by the superscript (^{PB}) will not be subject to the Phased Bid Compliance Process.

4.2.3 Technical and Managerial Evaluation

A bid must comply with all requirements of the bid solicitation to be declared responsive.

With their Technical and Managerial bid, Bidders must also complete and submit the Evaluation Matrix included at Annex "C".

4.3 Basis of Selection

To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation; and
- b. meet all mandatory criteria; and
- c. obtain the required minimum of 14 points overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of 235 points.

Bids not meeting (a) or (b) or (c) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences ^{PB}

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.1.2 Nationally Recognized Test Laboratory Certification ^{PB}

All Bidders must provide with their bid, any certification claimed for their equipment that has been listed or certified to an appropriate commercial or government standard by a Nationally Recognized Test Laboratory e.g., Underwriters Laboratories (UL), Canadian Standards Association (CSA), TUV Rheinland or CE marking.

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 section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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.

5.2.3 Welding Certification

Welding must be performed by a welder certified by the Canadian Welding Bureau (CWB) for the following Canadian Standards Association (CSA) standards:

- a. CSA W47.1 (current version), Certification of Companies for Fusion Welding of Steel Division 2;
- b. CSA W47.2 (current version), Certification of Companies for Fusion Welding of Aluminum Division 2.

Before contract award and within fourteen (14) calendar days of the written request by the Contracting Authority, the successful Bidder must submit evidence demonstrating its and its subcontractor's certification by CWB in accordance with the CSA welding standards.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

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).

The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.

Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

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 Statement of Work

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>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

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

6.3.2 Supplemental General Conditions

4006 2010-08-16 Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

All deliveries must be received on or before the dates listed in Annex "B".

6.4.2 Delivery Points

All mutilation capability equipment must be delivered to the following address:

Department of National Defence
Canadian Armed Forces Ammunition Depot Dundurn
GD STN Main

Dundurn, SK, Canada
S0K 1K0

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Darren Langdon
Title: Supply Team Leader
Public Works and Government Services Canada
Acquisitions Branch
Electronics, Munitions and Tactical Systems Procurement Directorate
975 Boul Saint Joseph,
Gatineau, QC
K1A 0K2

Telephone: 819-939-0951

E-mail address: darren.langdon@tpsgc-pwgsc.gc.ca

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

6.5.2 Procurement Authority

The Procurement Authority for the Contract is:
(To be completed prior to Contract award)

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

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Technical Authority

The Technical Authority for the Contract is:
(To be completed prior to Contract award)

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

Facsimile: _____
E-mail address: _____

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

6.5.4 Contractor's Representative
(To be completed prior to Contract award)

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 Lot Prices as per Annex "B". Customs and duties are included and Applicable Taxes are extra.

6.6.2 Limitation of Price

SACC Manual clause C6000C 2017-08-17 Limitation of Price is incorporated by reference and form part of this contract.

6.6.3 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):
(To be completed prior to Contract award)

- a. Direct Deposit (Domestic and International)
- b. Electronic Data Interchange (EDI)
- c. Wire Transfer (International Only)

6.6.4 Multiple Payments

SACC Manual clause H1001C 2008-05-12, Multiple Payments is incorporated by reference and form part of this contract

6.6.5 Milestone Payments - Subject to holdback

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to ninety (90) percent of the amount claimed and approved by Canada if:

- a. an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

- b. the total amount for all milestone payments paid by Canada does not exceed ninety (90) percent of the total amount to be paid under the Contract;
- c. all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
- d. all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.7 Invoicing Instructions

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

Each invoice must be supported by:

- a. a copy of the release document and any other documents as specified in the Contract;
- b. a copy of the monthly progress report.

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the consignee for certification and payment.
- c. One (1) copy must be forwarded to the Contracting Authority identified in Article 6.5.1 titled "Contracting Authority".

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.8.2 Welding Certification

The Contractor must ensure that welding is performed by a welder certified by the Canadian Welding Bureau (CWB) for the following Canadian Standards Association (CSA) standard(s):

- a. CSA W47.1 (current version), Certification of Companies for Fusion Welding of Steel Division 2.
- b. CSA W47.2 (current version), Certification of Companies for Fusion Welding of Aluminum Division 2.

In addition, welding must be done in accordance with the requirements of the applicable drawings and specifications.

Before the commencement of any fabrication work, and upon request from the Technical Authority, the Contractor must provide approved welding procedures and/or a list of welding personnel they intend to use in the performance of the Work. The list must identify the CWB welding procedure qualifications attained by each of the personnel listed and must be accompanied by a copy of each person's current CWB certification to CSA welding standards.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____(to be completed prior to Contract award).

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 general conditions 2010A 2016-04-04, Goods (Medium Complexity);
- c. Annex "A", Statement of Work;
- d. Annex "B", Basis of Payment; and
- e. the Contractor's bid dated _____

6.11 Defence Contract

SACC Manual clause A9006C 2012-07-16, Defence Contract is incorporated by reference and form part of this contract.

6.12 SACC Manual Clauses

SACC Manual clause B4061C 2008-05-12, North Atlantic Treaty Organization Codification - Data Requirements is incorporated by reference and form part of this contract.

6.13 Quality

6.13.1 ISO 9001:2008 - Quality Management Systems

SACC Manual clause D5540C 2010-08-16, ISO 9001:2008 Quality Management Systems - Requirements (Quality Assurance Code Q) is incorporated by reference and form part of this contract.

6.13.2 Quality Assurance Authority

(To be completed prior to Contract award)

SACC Manual clause D5510C 2017-08-17, Quality Assurance Authority – Canadian Based Contractor, is incorporated by reference and form part of this contract.

OR

SACC Manual clause D5515C 2010-01-11, Quality Assurance Authority – Foreign-based and United States Contractor, is incorporated by reference and form part of this contract.

6.13.3 Release Documents

(To be completed prior to Contract award)

SACC Manual clause D5606C 2012-07-16, Release Documents - Canadian-based Contractor, is incorporated by reference and form part of this contract.

OR

SACC Manual clause D5605C 2010-01-11, Release Documents - United States-based Con, is incorporated by reference and form part of this contract.

OR

SACC Manual clause D5604C 2008-12-12, Release Documents - Foreign-based Contractor, is incorporated by reference and form part of this contract.

6.13.4 Release Documents – Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario, K1A OK2
Attention: DLP 5-3-4-6

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario, K1A OK2

E-mail: ContractAdmin.DQA@forces.gc.ca.

6.14 Packaging

6.14.1 Packaging Requirement

The Contractor must prepare item numbers 3 through 100 of Annex "B" 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 item numbers 3 through 100 of Annex "B" in quantities of up to a maximum of 100 by package.

6.14.2 Palletization

SACC Manual clause D6010C 2007-11-30, Palletization is incorporated by reference and form part of this contract.

6.14.3 Labelling

SACC Manual clause D2001C 2007-11-30, Labelling is incorporated by reference and form part of this contract.

6.14.4 Marking

SACC Manual clause D2000C 2007-11-30, Marking is incorporated by reference and form part of this contract.

6.14.5 Wood Packaging Materials

SACC Manual clause D2025C 2017-08-17, Wood packaging materials is incorporated by reference and form part of this contract.

6.15 Shipping Instructions

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

- a. FOB Destination Canadian Forces Ammunition Depot Dundurn including all delivery charges and customs duties and Applicable Taxes.

6.16 Excess Goods

The quantity of goods to be delivered by the Contractor is specified in the Contract. The Contractor remains liable for any shipment in excess of that quantity whether the excess quantity is shipped voluntarily or as a result of an error by the Contractor. Canada will not make any payment to the Contractor for goods shipped in excess of the specified quantity. Canada will not return the said goods to the Contractor unless the Contractor agrees to pay for all the costs related to the return, including but not limited to administrative, shipping and handling costs. Canada will have the right to deduct such costs from any invoice submitted by the Contractor.

6.17 Canadian Forces Site Regulations

SACC Manual clause A9062C 2011-05-16, Canadian Forces Site Regulations is incorporated by reference and form part of this contract.

6.18 Recommended Spare Parts List

The Contractor must, within thirty (30) calendar days after contract award, provide to the Procurement Authority a Recommended Spare Parts List (RSPL) prepared in accordance with the current issue of Canadian Forces Specification D-01-100-214/SF-000. The RSPL must contain the Contractor's recommendation for spares required to maintain the equipment for a 24-month period, and must provide the basis for the spares selection to be made by Department of National Defence. Upon request from the Contractor, the specification will be provided by the Contracting Authority.

Supplementary Provisioning Technical Documentation (SPTD), as prepared by the actual manufacturer of the item, is required for the codification and cataloguing of all items listed in the RSPL. The SPTD called up in the above specification must accompany the RSPL as detailed in the specification. Specific details of the data elements required must be listed on a Provisioning Documentation Selection Sheet, prepared in accordance with the above specification, and be submitted in electronic ASCII text format.

Questions regarding the preparation, format or contents of the above provisioning documentation must be directed to the Procurement Authority.

ANNEX "A" - STATEMENT OF WORK

NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.



ACRONYMS

A to P	Aids to Production
A&E	Ammunition and Explosives
AIR	Action Item Report
CA	Contracting Authority
CDR	Critical Design Review
CDRL	Contract Data Requirement List
CAF	Canadian Armed Forces
CFAD	Canadian Forces Ammunition Depot
CFSD	Canadian Forces Supply Depot
COTS	Commercial Off-the-Shelf
CSA	Canadian Standards Association
DID	Data Item Description
DMC	Demilitarization Code
DND	Department of National Defence
EBS	Equipment Breakdown Structure
ECP	Engineering Change Proposal
EEA	Equipment Environmental Assessment
EHS	Environment, Health and Safety
EMS	Environmental Management System
IAW	In Accordance With
IEEE	Institute of Electrical & Electronics Engineers
ILS	Integrated Logistics Support
MACA	Months After Contract Award
MCN	Material Change Notice
MPS	Master Project Schedule
(M)SDS	(Material) Safety Data Sheet
NATO	North Atlantic Treaty Organization
NSN	NATO Stock Number
OHSMS	Occupational Health and Safety Management System
PHST	Packaging, Handling, Storage & Transportation
PM	Project Manager
PMP	Project Management Plan
PRM	Progress Review Meeting
QA	Quality Assurance
QAR	Quality Assurance Representative
QC	Quality Control
RM	Risk Management
R&M	Reliability and Maintainability
R&O	Repair and Overhaul
RSPL	Recommended Spare Parts List
SOW	Statement of Work
SPTD	Supplementary Provisioning Technical Documentation
RS	Requirements Specification
TA	Technical Authority
TEMP	Test and Evaluation Master Plan
TRM	Technical Review Meeting
VM	Verification Matrix
WBS	Work Breakdown Structure

1. SCOPE

1.1. Purpose

1.1.1. The purpose of this Statement of Work (SOW) is to describe the tasks and deliverables required of the Contractor by the Department of National Defence (DND) in order to define, test, deliver, and set-to-work a mutilation capability for the demilitarization and disposal of the aids to production (A to P), Ammunition Salvage, and inert ammunition and explosives (A&E) related to obsolete, time-expired, superfluous and expended munitions at Canadian Forces Ammunition Depot (CFAD) Dundurn.

1.2. Background

1.2.1. The safe mutilation of inert A&E, A to P and Ammunition Salvage is an on-going DND requirement. DND has a growing inventory of items marked for disposal but currently does not have the capability to dispose of them appropriately. In the past, DND has relied on unconventional and ineffective mutilation methods; however these methods have proven costly, labour intensive, operationally unsatisfactory and resulted in double handling with greater clean up.

1.2.2. All inert A&E, A to P and ammunition salvage items have demilitarization codes (DMC) assigned to them (Refs A, K, and R) and are composed of plastics, medium weight non-ferrous metals (mostly brass, copper and aluminium) and ferrous metals. On occasion wood, fiber and fabric products will also be mutilated. In addition to the different materials identified, the mutilation capability will also process objects ranging in size from 1m x 155mm cylinders to 2.54 mm diameter discs.

2. APPLICABLE DOCUMENTS

2.1. Applicability

2.1.1. The Contractor must bring to the attention of the Technical Authority (TA) all perceived inconsistencies between the SOW and the documents attached in the Annexes or referenced in this SOW. Reference Documents

2.2. DND Documents

2.2.1. The following DND documents form part of this SOW to the extent specified herein and in its Appendices:

- a. A-EN-007-000/FP-001, DND Environmental Assessment Manual;
- b. C-01-100-100/AG-005, Acceptance of Commercial & Foreign Government Publications as Adopted Publications;
- c. D-01-100-202/SF-000, Specification for Preparation of Equipment Descriptions;
- d. D-01-100-203/SF-000, Specification for Preparation of Operating Instructions;
- e. D-01-100-204/SF-000, Specification for Preparation of Preventive Maintenance;
- f. D-01-100-205/SF-000, Specification for Preparation of Corrective Maintenance Instruction;
- g. D-01-100-214/SF-000, Preparation of Provisioning Documentation;
- h. D-01-100-215/SF-000, Preparation of Material Provisioning Documentation;
- i. D-01-300-100/SG-000, Standard for Specification Preparation - Technical Content;
- j. D-02-002-001/SG-001, Canadian Forces Standard Identification Marking of Canadian Military Property.

2.3. Public Documents

2.3.1. The following documents form part of this SOW and its Appendices and are available publically:

- a. Canadian Environmental Protection Act, 1999 (CEPA); targeted in Schedule 1, Toxic Substance List under CEPA or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI).

3. REQUIREMENTS GENERAL

3.1. Contractor Responsibilities

- 3.1.1. The Contractor must provide the services identified in Section 3.2 "Services", and the delivery of the items identified in Section 3.3, "Documentation Deliverables" and Section 3.4 "Materiel Deliverables" of this SOW.

3.2. Services

- 3.2.1. The Contractor must deliver the following services in accordance with (IAW) this SOW:

- a. Project Management;
- b. Systems Engineering;
- c. Integrated Logistics Support; and
- d. Quality Assurance.

3.3. Documentation Deliverables

- 3.3.1. The Contractor must manage and execute all the work detailed in this SOW for the delivery of the mutilation capability equipment, associated items, and documentation.

- 3.3.2. The Contractor must deliver all copies of the DND data deliverables to the following address:

CFAD Dundurn Mutilation Capability Project
DAEME 4
National Defence Headquarters
MGen G.R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario, Canada
K1A 0K2

- 3.3.3. Layout. Unless otherwise specified in a DID, all data delivered as part of this SOW may be prepared in the Contractor's own format.

- 3.3.4. Printed matter. Unless otherwise specified in a CDRL or DID, the Contractor must submit all printed matter on 8-1/2 x 11 inch bond paper.

- 3.3.5. Electronic copies. Unless otherwise specified explicitly in a CDRL or DID, the Contractor must prepare a searchable PDF of each data deliverable and an unprotected copy of the corresponding source document in formats compatible with the Microsoft Office Suite products, and deliver them together via electronic mail or CD-R media at the discretion of the Technical Authority (TA).

3.4. Materiel Deliverables

- 3.4.1. Mutilation System - The Contractor must deliver, install, set-to-work and test quantity one (1) mutilation capability equipment suite.

3.5. Schedule

- 3.5.1. The Contractor must complete Qualification Testing (Para. 5.7.1.1 (a)) of the Mutilation System and its equipment at its facility no later than 6 months after contract award (MACA). The Contractor must

complete the Installation Testing (Para. 5.7.1.1. (b)) of the Mutilation System and its equipment no later than 12 months after contract award (MACA).

3.6. Location

3.6.1. The Contractor must deliver, install and set-to-work the Mutilation System in a to-be-identified building in CFAD Dundurn, Saskatchewan.

3.7. Spares

3.7.1. The Contractor must supply and deliver to a to-be-identified building in CFAD Dundurn, Saskatchewan, the Initial Parts Kits of spare parts and consumables identified in Paragraph 6.3.2 – “Initial Parts Kits”.

4. **PROJECT MANAGEMENT**

4.1. Project Management Program

4.1.1. The Contractor must implement and maintain a Project Management Program for the duration of the Contract.

4.2. Project Manager

4.2.1. The Contractor must appoint a project manager to coordinate the execution of the work and the preparation of deliverables.

4.2.2. The Contractor's Project Manager must be the primary point of contact between the Contractor, the Technical Authority (TA) and the Contracting Authority (CA) for all issues related to Contract.

4.3. Project Scheduling

4.3.1. The Contractor must prepare, deliver, adhere to and update a Master Project Schedule (MPS) and a Work Breakdown Structure (WBS) IAW CDRL 002 and its associated DID (PM-002).

4.3.2. Once approved by DND, the MPS must be the governing document for scheduling activities.

4.4. Project Meetings

4.4.1. The Contractor must ensure that data, personnel and facilities are available for each meeting.

4.4.2. Unless otherwise indicated below for specific types of meetings, teleconferencing or video teleconferencing should be used where possible.

4.4.3. For meetings that are to be held at the Contractor's or a sub-Contractor's facilities, the Contractor must arrange for a facility cleared to the appropriate security level, of a size sufficient to accommodate the attendees

4.4.4. The Contractor must provide DND with thirty (30) working days' notice if it would like to have a meeting held at its or a sub-Contractor's facilities.

4.4.5. The Contracting Authority (CA) or an authorized representative will chair the meetings.

4.4.6. The Contractor's Project Manager must be present at all meetings.

4.4.7. The Contractor must prepare and deliver a Meeting Agenda for each meeting IAW CDRL 003 and its associated DID (PM-003). Note that the different meeting types e.g. Kick-Off, Progress Reviews, Technical Reviews, have different agendas as indicated by the different formats prescribed by the DID.

4.4.8. The Contractor must prepare and distribute meeting documentation (including all presentations, reports, documents, view graphs, handouts and other materials to be discussed) in electronic format to each meeting attendee five (5) working days prior to the meeting.

4.4.9. The Contractor must record the minutes at each meeting and submit them IAW CDRL 004 and its associated DID (PM-004).

4.5. Kick-off Meeting

4.5.1. The Contractor must hold a Kick-off Meeting at its facility no later than twenty (20) working days after contract award to review and secure a common understanding of the requirements expressed in the following documents:

- a. Contract;
- b. SOW;
- c. RS; and
- d. Other topics as deemed necessary.

4.6. Progress Review Meetings

4.6.1. The Contractor must schedule, plan, organize and hold Progress Review Meetings (PRMs) on a bi-monthly basis. These meetings should be via teleconference or video-teleconference. The Contractor must include the status and all issues related to the following topics on the agenda:

- a. Project Management;
- b. Contract;
- c. Financial;
- d. System Engineering;
- e. Technical;
- f. Configuration Management;
- g. Integrated Logistics Support (ILS);
- h. Quality Assurance;
- i. Environment, Health and Safety; and
- j. Other issues as deemed necessary.

4.7. Technical Review Meetings

4.7.1. The Contractor must schedule, plan, organize and hold Technical Review Meetings (TRMs) on an as required basis. As a minimum, the following technical reviews must be conducted at the Contractor's facilities prior to delivery of the equipment:

4.7.2. System Requirements Review (SRR), which will be the forum to review and discuss the preliminary system design submitted by the Contractor as part of the RFP response package. The SRR will verify that all system requirements have been properly addressed and identify all items/equipment that are to be designed or modified. The SRR must be held as part of the Kick-off meeting;

4.7.3. Critical Design Review (CDR), which will be the forum where the Contractor presents its final mutilation capability equipment selections (CDRL 102) to DND.

4.7.4. The Contractor must resolve all discrepancies identified during the technical reviews.

4.8. Other Meetings

4.8.1. Both the Contractor and Canada may schedule informal reviews, such as teleconferences, briefings and technical interchange meetings to help achieve the requirements of the Contract.

4.8.2. The Contractor must formally identify all meeting agenda items that could have a contractual impact as they arise; Canada must have the final authority on determining the acceptability of agenda items.

4.9. Action Items

4.9.1. The Contractor must provide a purpose designed data-base for the entry, storage, update and tracking of action items (AI). The data-base must provide attributes that enables the reporting of AI status as per CDRL 005 and its associated DID (PM-005).

4.9.2. The Contractor must monitor issues and AIs, and track their status, history and progress.

4.9.3. The Contractor must prepare and submit Action Item Reports (AIR) IAW CDRL 005 and its associated DID (PM-005).

4.9.4. Action item identification must be a formal activity at every meeting between the Contractor and DND. The TA and CA will have the authority to approve all additions to and deletions from the database, as well as the closure, withdrawal or suspension/deferral of AIs.

4.9.5. The Contractor must review the proposed changes and additions to the AIR at the conclusion of each meeting. The resulting changes must be reflected in the Meeting Minutes.

4.9.6. The Contractor must not assign any responsibility or work to DND; although, DND may accept an action items in the furtherance of the progress of the Project.

4.10. Progress Reports

4.10.1. The Contractor must develop and submit a monthly Progress Report that provides:

- a. The progress achieved in the reporting month;
- b. A tracking Gantt chart view of the progress achieved in each work item/task in the reporting month;
- c. The current status of the Action Item Report (AIR);
- d. Proposed resolutions for outstanding AIs;
- e. The status to date of the end item deliverables;
- f. The status to date of documentation deliverables;
- g. The status to date of subcontracted tasks/procurements;
- h. The identification of any new foreseen issues or risks, and
- i. The status to date of any indicators relating to the achievement of milestones or to the criteria for progress payments.

4.10.2. The monthly Progress Report must be delivered within five (5) working days after the end of the month being reported on.

4.11. Environmental Management

4.11.1. The Contractor must implement and maintain an environmental management system and apply the processes to all work in related of this contract.

4.12. Environmental Management System (EMS)

4.12.1. The Contractor must implement and maintain an Environmental Management System, which is consistent with the principles presented in ISO 14001. Certification to this standard is preferred but not mandatory. The Contractor must, however, have a formalized set of procedures and control measures in place to achieve compliance with the requirements of the Work.

4.13. Compliance

- 4.13.1. The Contractor and sub-Contractors must comply with all Canadian environmental, and occupational health and safety legislation.
- 4.13.2. The Contractor and all sub-Contractor(s) must avoid the use of all controlled products where Controlled products are defined as those that contain the following substances: regulated and proposed to be regulated under the Canadian Environmental Protection Act, 1999 (CEPA); targeted in Schedule 1, Toxic Substance List under CEPA and/or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI). The use of controlled products must be reviewed in consultation with the TA, to determine whether replacement by other less hazardous products that meet performance requirements can be utilized, and if so, to replace these controlled products with products of less hazard.
- 4.13.3. The Contractor must ensure that all contract deliverables are reviewed for environmental, and occupational health and safety risks and must provide appropriate warnings and instructions to mitigate those risks.
- 4.13.4. The Contractor must provide for and allow DND inspection and monitoring of environmental aspects throughout the life of the contract.

4.14. Equipment Environmental Assessment (EEA)

- 4.14.1. The Contractor must prepare and submit an EEA for Canada's approval in accordance with CDRL 007 and its associated DID PM-007.
- 4.14.2. The EEA must include (Material) Safety Data Sheets (M) SDS that are less than three years old for all hazardous material (HAZMAT). Candidate materials include hydraulic fluids and cutting lubricants. (M)SDSs should disclose the chemical ingredient information along with its Chemical Abstract Service Number (CAS number) and percent (%) composition. The Contractor may provide confidential information in a separate document. Note: Proprietary information will be treated with confidentiality.

5. **SYSTEM ENGINEERING**

5.1. Systems Engineering Program

- 5.1.1. The Contractor must implement and maintain a Systems Engineering Program for the duration of the Contract.
- 5.1.2. The Contractor must follow formal Systems Engineering processes, based on industry best practices, for all engineering work related to this Contract.
- 5.1.3. The Contractor must inform the TA of all modification and adaptation work performed in order to meet the requirements defined in the RS.

5.2. System Specification

- 5.2.1. The Contractor must provide the technical solution for the mutilation capability in response to Appendix 1 to this SOW and must be documented and delivered IAW the Type A – System Specification of CDRL 101 and its associated DID (SE-101).
- 5.2.2. The System Specification must define the system architecture, the physical and functional performance at the system and sub-system levels and all functional and physical interfaces between the system elements and external interfaces.

5.2.3. The specification submitted as CDRL 101 will be reviewed at the SRR. The Contractor must then revise with the System Specification to incorporate comments from both Canada/CAF and itself. The revised version must be the System Specification of record, and Canada/CAF's concurrence with it will signal the transition from system design to equipment design/specification.

5.3. Equipment Specifications

5.3.1. The Contractor must analyze the requirements of the System Specification and prepare and deliver detailed Equipment Specifications for each equipment of the CFAD Dundurn mutilation capability. The equipment specification must be documented and delivered IAW the Type G – Equipment Specification of CDRL 102 and its associated DID (SE-102).

5.3.2. The Equipment Specifications must define the physical and functional performance of the product, the equipment architecture, the physical and functional performance at the equipment level and all functional and physical interfaces between the equipment components and external interfaces.

5.3.3. The Equipment Specifications will be reviewed by Canada at the CDR. Concurrence with the Equipment Specifications by Canada will signal the transition from equipment design to engineering design (if required) and manufacture.

5.4. Engineering Change Proposals

5.4.1. To request authorization to depart from a particular performance or design requirement of the RS, contract or reference document, the Contractor must prepare and submit Engineering Change Proposals (ECPs) IAW CDRL 110 and its associated DID (SE-110).

5.4.2. The Contractor must not change nor modify any item, component or product without an ECP approved by the TA and CA, after the Contractor has incorporated all changes required by the CDR.

5.4.3. The Contractor must perform and submit a full impact analysis, including a cost analysis and a logistic impact analysis.

5.5. Equipment Advisories

5.5.1. The Contractor must alert the TA of any problem, process or situation that may affect the equipment or its use or maintenance, with an impact assessment for the DND specific configuration, IAW CDRL 212 and its associated DID (ILS-212), so appropriate action and follow-up may be taken.

5.6. Capability Acceptance Testing

5.6.1. Acceptance testing comprises two (2) sets of tests that must be performed by the Contractor:

- a. The Qualification Tests that must be held at the Contractor's facility and must demonstrate that the mutilation capability equipment suite conforms with the performance requirement specified in the RS, and
- b. The Installation Tests that must be held at the final installation site in CFAD Dundurn and must demonstrate that the mutilation capability equipment suite conforms to the system reliability and availability requirements. These tests must also validate the Operator and Maintenance Manuals, and the Operator and Maintenance Training.

5.6.2. The Contractor must schedule and execute acceptance testing IAW the DND approved Test and Evaluation Master Plan (TEMP) and Test Procedures, to verify conformance with the CDR approved system and equipment configuration and validate the systems being delivered.

5.6.3. The TA, in consultation with the CA, has approval authority over test and evaluation methods, procedures and results required for acceptance testing.

5.6.4. Representatives for Canada must have access to witness and receive all activities and documentation related to all tests and evaluations, including tests and evaluations conducted at independent facilities. The Contractor must formally notify the TA at least thirty (30) working days in advance of each test or group of tests. The TA will then provide the Contractor with the list of representatives that will be attending and witnessing specific tests or evaluations.

5.7. Previous Testing

5.7.1. Provided that the equipment being tested is directly comparable and that the specifics of the verification are the same, then the Contractor may advance examples of previous verification activities as evidence of compliance with the requirements of this SOW. Canada reserves the right to be the final authority on the acceptability of previous verification activities as evidence of equipment compliance with the Contract requirements. Note that requirements that are validated by demonstration or inspection must still be verified in full by the Dundurn MC test program

5.8. Test & Evaluation Planning

5.8.1. The Contractor must prepare and update a TEMP IAW CDRL 105 and its associated DID (SE-105).

5.8.2. The TEMP must describe all acceptance tests - demonstrations, analyses, inspections and certifications - necessary to satisfy the RS Verification Matrix (VM). The TEMP will be finalized at the CDR.

5.9. Test Descriptions and Procedures

5.9.1. The Contractor must prepare and submit Test Description Documents and Test Procedures for approval IAW CDRL 106 and its associated DID (SE-106), for each test as defined in the TEMP.

5.10. Test Reports

5.10.1. The Contractor must prepare and deliver Test Reports IAW CDRL 108 and its associated DID (SE-108) for each Test as defined in the TEMP.

5.10.2. The TA may accept the results, conditionally accept the results, or reject the results. To be accepted, the test must have been conducted IAW the agreed methodology and the reported results must meet the Pass Criteria stated in the approved TEMP and Test Procedures traceable to the RS VM. Conditional acceptance means that the result can be made to meet the Pass Criteria if specified actions are taken. Rejection means that the test must be repeated after the specified reason(s) for failure has been remedied.

5.11. Final Acceptance

5.11.1. The criteria for Final Acceptance are:

- a. Completion of all Acceptance Testing and resolution, including re-tests as required, of all outstanding problems identified by the testing;
- b. Completion and approval of the Maintenance Plan (Para. 6.2.2);
- c. Validation of the Operator and Maintenance Manuals, and
- d. Validation of the Operator and Maintenance Training methodology and support materials.

6. **INTEGRATED LOGISTICS SUPPORT**

6.1. Integrated Logistics Support (ILS)

6.1.1. The Contractor must address the following logistics elements:

- a. Maintenance;
- b. Sparing;
- c. Technical Publications;
- d. Training, and
- e. Identification Plates.

6.2. Maintenance

- 6.2.1. The Contractor must complete a Maintenance Analysis based on the Maintenance Concept provided at Appendix 4 to Annex A. The Maintenance analysis must determine the maintenance level for all Preventive and Corrective Maintenance tasks, based on the criteria identified in the Maintenance Concept. This analysis must be used to identify the first level maintenance tasks to be completed by DND, to identify reprovisioning requirements, to identify special tools and test equipment requirements, and finalize the technical publications
- 6.2.2. The Contractor must prepare a Maintenance Plan based on the Maintenance Analysis and submit it for approval IAW CDRL 209 and its associated DID (ILS-209). The Contractor must update the Maintenance Plan when necessary until the TA has accepted the results of Acceptance Testing. Its final approval will be concurrent with Final Acceptance.

6.3. Spare Parts

- 6.3.1. Recommended Spare Parts List - The Contractor must prepare and deliver a Recommended Spare Parts List (RSPL) IAW CDRL 202 and its associated DID (ILS-202) for each equipment proposed as part of the Mutilation Capability. The RSPLs must identify both consumable items, and replacement parts and assemblies.
- 6.3.2. All recommended spares must be identified in the Maintenance Plan (CDRL 209) as being required for some preventive or corrective maintenance procedure. The RSPLs may be merged into a single RSPL as long as the relationship of each item to its next higher assembly is maintained right up to the complete equipment level.

6.4. Initial Parts Kits

- 6.4.1. The Contractor must develop an Initial Parts Kit List for each equipment. The items proposed for each Kit must include the spare parts and consumable items expected to be required to maintain each equipment for two (2) years after Final Acceptance of the Mutilation Capability components.
- 6.4.2. Each spare and consumable item identified in the Initial Parts Kits lists must be an entry on the RSPL and referenced in a process or procedure provided in the Maintenance Manual (CDRL 211).

6.5. Publications

- 6.5.1. Manual Language - The manuals to be provided to DND as part of the deliverables of this Project must be provided in either of English or French or both (if available).

6.6. Maintenance Manual

- 6.6.1. The Contractor must provide a Maintenance Manual IAW CDRL 211 and its associated DID (ILS-211) for each equipment, or the Contractor may provide an integrated manual IAW CDRL 211 and its associated DID (ILS-211) that addresses all the equipment in a single document. Note that this Manual will be a primary reference in the Maintainer training identified below.

6.7. Operator Manual

6.7.1. The Contractor must provide an Operator Manual IAW CDRL 213 and its associated DID (ILS-213) for each equipment, or the Contractor may provide an integrated manual IAW CDRL 213 and its associated DID (ILS-213) that addresses all the equipment in a single document. This Manual will be a primary reference in the Operator training identified below.

6.8. Training

6.8.1. DND will be using a “train the trainer” approach for acquiring and disseminating operator and maintainer skills for the CFAD Dundurn Mutilation Capability equipment suite. The “train the trainer” approach requires subject matter experts to provide the relevant training to an initial cadre who will then train further personnel as required. This initial group training is referred to as Initial Cadre Training.

6.8.2. The Contractor must deliver the training at CFAD Dundurn and it must be co-ordinated with the installation, set-to-work and acceptance testing of the equipment being delivered to maximize student familiarity with the equipment and their operation and maintenance requirements prior to their “going live” and being incorporated into Dundurn operations.

6.8.3. The Contractor must provide, to small groups (less than 5) of personnel selected by CFAD Dundurn, 1 serial of each of:

- a. Operator training, and
- b. Maintenance training.

6.9. Operator and Maintainer Training Material

6.9.1. The Contractor must provide training material IAW CDRL 216 and its associated DID (ILS-216).

6.10. Identification Plates

6.10.1. The Contractor must prepare and submit Equipment Identification Plate data IAW CDRL 208 and its associated DID (ILS-208) for all items requiring identification.

6.10.2. The Contractor must arrange for the manufacture of all identification plates with approved data and affix them prior to the delivery of the equipment.

6.11. Supplementary Provisioning Technical Data (SPTD)

6.11.1. The Contractor must prepare and deliver Supplementary Provisioning Technical Documentation (SPTD) IAW CDRL 204 and its associated DID (ILS-204), for cataloguing of each replaceable part, unit or assembly that has not already been assigned a NATO Stock Number (NSN)

7. **QUALITY ASSURANCE**

7.1. Quality Assurance Program

7.1.1. Canada reserves the right to conduct additional testing to verify product compliance with all of the performance requirements defined in the RS prior to acceptance.

7.1.2. The Contractor must provide fixes at its own cost for all undocumented firmware or software features or behaviours that put the Operators at risk or that could damage any of the equipment. Workarounds recommended by the Contractor are acceptable for a maximum of three months. The Contractor must be responsible for integrating firmware/software fix changes.

ANNEX A, APPENDIX 1 - SPECIFICATION



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

ACRONYMS

A to P	Aids to Production
A&E	Ammunition and Explosives
CA	Contracting Authority
CAF	Canadian Armed Forces
CFAD	Canadian Forces Ammunition Depot
CFSD	Canadian Forces Supply Depot
cm	Centimeter
COTS	Commercial Off-the-Shelf
CSA	Canadian Standards Association
DND	Department of National Defence
IAW	In Accordance With
IEEE	Institute of Electrical & Electronics Engineers
in.	Inch
mm	Millimeter
MSDS	Material Safety Data Sheet
NATO	North Atlantic Treaty Organization
NSN	NATO Stock Number
PHST	Packaging, Handling, Storage & Transportation
PLC	Programmable Logic Controller
QA	Quality Assurance
QC	Quality Control
RS	Requirements Specification
R&M	Reliability and Maintainability
R&O	Repair and Overhaul
SOW	Statement of Work
TA	Technical Authority
TEMP	Test and Evaluation Master Plan
VM	Verification Matrix
WBS	Work Breakdown Structure

1. SCOPE

1.1. Purpose

- 1.1.1. This Requirements Specification (RS) establishes the performance, verification and acceptance requirements for the mutilation capability for the demilitarization and disposal of obsolete, time-expired and superfluous Aids to Production (A to P), Munition Scrap, Ammunition Salvage and inert ammunition and explosives (A&E) items at Canadian Forces Ammunition Depot (CFAD) Dundurn.

Table 1: Glossary of Verification Terminology

Analysis	Analysis is an element of verification that utilizes established technical evaluation or mathematical models or simulations, algorithms, calculations, charts, graphs, representative data, or other scientific principles and procedures to provide evidence that stated requirements are met.
Demonstration	Demonstration is an element of verification consisting of actual operation, adjustment, or re-configuration of items performing their design functions under specific scenarios to provide evidence through observation that the requirements are met. The demonstration may require some simple quantitative measurements such as time to perform tasks or dimensions.
Inspection	Inspection is an element of verification consisting of investigation or examination of items, without the use of special laboratory equipment or procedures, to determine conformance to those specified requirements that can be determined by such investigation or examination. Inspection is generally non-destructive and typically includes the use of sight, hearing, smell or touch, simple physical manipulation, mechanical and electrical gauging and measurement, and other forms of investigation or examination.
Test	Test is an element of verification consisting of determining through technical means the measurable properties or elements of items, including functional operation, and involving the application of established scientific principles and procedures, to provide evidence through the collection, analysis and evaluation of quantitative data that stated requirements are met.

2. REFERENCE DOCUMENTS

2.1. General

- 2.1.1. The following documents in effect on the date of publication of this RS, form part of sections 3 and 4 of this RS to the extent specified. This section does not include documents cited in other sections of this RS or documents recommended for additional information or used as examples. While every effort has been made to ensure the completeness of this list, document users are cautioned that all specified requirements documents cited in sections 3 and 4 of this RS must be met, whether or not the documents are listed below.

2.2. Reference Documents

- 2.2.1. The following documents form part of this SOW to the extent specified herein and in the Appendices.
- 2.2.2. Government Furnished Information

- a. A-EN-007-000/FP-001, DND Environmental Assessment Manual;
- b. C-09-005-004/TS-000 Ammunition and Explosives Safety Manual Volume 4 Demilitarization and Disposal dated 2016-12-15, and
- c. D-02-002-001/SG-001, Canadian Forces Standard Identification Marking of Canadian Military Property.

2.2.3. Commercially Available Documents

- a. MIL-STD-1472G Human Engineering, 11 January 2012;
- b. MIL-S-3289B Military Specification, Steel, Plate and Disc, Carbon, Forging Quality;
- c. Canadian Environmental Protection Act, 1999 (S.C. 1999, c. 33), Part 7 (Controlling Pollution and Managing Wastes), Division 5 (Vehicle, Engine and Equipment Emissions);
- d. ISO 9001:2008, Quality Management Systems – Requirements, and
- e. Canadian Standards Association (CSA) C22.2 NO. 286-17 Industrial Control Panels and Assemblies.

3. REQUIREMENTS GENERAL

3.1. Performance Requirements

- 3.1.1. The System must meet all DND requirements by providing a single multitasking unit or a combination of different units e.g., an alligator shear, a heavy material shredder and a light material shredder. In either case, the equipment(s) must meet all the mandatory requirements of this RS.

3.2. Processing Materials

- 3.2.1. The mutilation capability must size reduce, by cutting, shredding or granulating (mutilating) the following:

- a. General materials;
- b. Plastics;
- c. Aluminium, Brass, Copper and
- d. Steel.

3.2.2. General Materials

- 3.2.2.1. The mutilation capability must mutilate the following general materials:

- a. Wood and wooden items e.g., packaging, dunnage, pallets;
- b. Woven materials;
- c. Ceramics and glass, and
- d. Fiberglass and carbon fibers.

3.2.3. Plastics

- 3.2.3.1. The mutilation capability must mutilate plastics:

- a. All types of plastics;
- b. Sheets of plastic up to and including 1 meter squared, 2.5 cm thick;
- c. Closed ended plastic cylinders, length = 110 cm, diameter = 24 cm, and
- d. Reduce plastics to fragments no larger than 3/8ths of an inch in any dimension.

3.2.4. Aluminium, Brass, Copper

- 3.2.4.1. The mutilation capability must mutilate brass munition cartridge cases:

- a. Cartridge case 20 mm (10.8 cm long, 2.96 cm at the base);
- b. Cartridge case 105 mm, and
- c. Reduce the brass to fragments no larger than 3/4th of an inch in any dimension.

3.2.5. Steel

3.2.5.1. The mutilation capability must mutilate light to medium hardness steel items:

- a. PA37A1 M119A2 155mm red bag charge cylindrical container (length = 32 ¾ in., radius = 4 13/64 in., average thickness of 1.30 mm and a spot thickness to 5 mm);
- b. Ammunition cartridge case 25 mm (aluminum killed steel produced in accordance with MIL-S-3289B except with .0005% to .0030% boron added. The base plate of the cartridge case is a disk 38 mm in diameter and 16.76 mm thick (greatest extent). Total length is 136.91 mm max and the base is Rockwell Hardness HRB 96 hardness while the side wall is HRC 28-37). The mutilation must reduce the steel to fragments no larger than 3/4th of an inch in any dimension;
- c. Ammunition cartridge case 120 mm base plate (a disk 135 mm wide, 10.6 mm thick). The mutilation must reduce the steel to fragments no larger than 3/4th of an inch in any dimension.

3.3. Processing Quantities

- 3.3.1. The primary size reduction unit must process up to and including, five (5) metric tonnes of non-metallic material per hour; a greater capability is permitted.
- 3.3.2. The size reduction unit to be used for metals must process up to and including, 50 Kg of 25 mm steel cartridge cases per hour; a greater capability is permitted.

3.4. System Start-Up and Health

- 3.4.1. The mutilation capability equipment should start-up and reach full operational performance in 90 seconds or less under standard conditions.
- 3.4.2. Mutilation capability equipment with software or firmware based user interfaces, e.g. programmable logic controllers (PLCs) should automatically perform a self-test on start-up and provide indications of their statuses.

3.5. Lubrication

- 3.5.1. All moving parts that require lubrication continuously or at regular intervals while in operations must be automatically lubricated by the equipment.
- 3.5.2. All equipment knives or cutters that require cutting lubrication at continuous or regular intervals must be automatically lubricated by the equipment.

3.6. Manual and Auto Feed

- 3.6.1. The mutilation capability equipment must not overspeed or be damaged if the cutting system is on but not processing any material.

3.7. Reconfiguration/Task Preparation

- 3.7.1. It must not take more than eight (8) hours to prepare the equipment for the processing of a particular material. This time must include the time to change or reconfigure cutting shafts and knives.
- 3.7.2. It should not take more than two (2) hours to prepare the equipment for the processing of a particular material. This time must include the time to change or reconfigure cutting shafts and knives.

3.8. Equipment Integration

3.8.1. Where size reduction equipment types are sufficiently similar e.g. two (2) or more are shredders, grinders or granulators, then the equipment feed and output subsystems should be interconnected to create a single process step.

3.9. Metal Detection

3.9.1. Mutilation equipment(s) that would be damaged by processing metals must be protected with a metal detection system that provides audible or visual alerts to the operator on detection of metals in the feed stream.

3.10. Monitoring and Control

3.10.1. Operator Control

3.10.1.1. The mutilation capability must be equipped to control the degree of size reduction of the material to be processed. This need not be while the equipment is operating (real-time).

3.10.1.2. If the operator is provided with size reduction controls, then those controls should be implemented through a control panel or a software/firmware interface (PLC).

3.10.1.3. As a minimum, the controls provided must be:

- a. Equipment(s) power ON/OFF.
- b. Equipment(s) START/STOP
- c. Feed subsystem(s) power ON/OFF.
- d. Feed subsystem(s) START/STOP.

3.10.1.4. The following equipment and feed sub-system controls should be provided:

- a. Equipment PAUSE;
- b. Equipment REVERSE;
- c. Feed subsystem PAUSE;
- d. Feed subsystem REVERSE.

3.10.1.5. Where multiple equipment, and their feed and output conveyers, are integrated into a single process step, then the monitoring capabilities and the controls for all the integrated equipment should be aggregated in a single operator control station.

3.10.1.6. Each equipment that comprises the mutilation capability must have a control panel that conforms to CSA C22.2 NO. 286-17 or equivalent (NFPA 79 or IEC 60204-1:2016) with industry standard controls and indicators for normal, abnormal and emergency system conditions.

3.11. Status Indicators & Read-Outs

3.11.1. All the mutilation capability processing units (shredders, granulators, shears etc.) must clearly indicate the operational status ON (powered and fully ready to operate) and OFF (unpowered).

3.11.2. All the mutilation capability ancillary units (conveyers, hoppers, metal detectors etc.) must clearly indicate the operational status ON (powered and fully ready to operate) and OFF (unpowered).

3.11.3. All the mutilation capability processing units (shredders, granulators, shears etc.) should indicate their transitional operational status e.g., warm-up, ready, run, and system fault.

3.11.4. All the mutilation capability ancillary units (conveyers, hoppers, metal detectors etc.) should indicate their transitional operational status e.g., warm-up, ready, run, and system fault.

3.11.5. The mutilation capability equipment should provide displays, indications and/or readouts that indicate system health and the statuses of replenishable lubricants.

3.11.6. The mutilation capability equipment should provide information on current faults and malfunctions.

3.12. Alarms

3.12.1. The mutilation capability equipment must provide recognizable visual and audible alarms relevant to their operation to protect both the operator(s) from injury and the equipment from damage in the event of an out-of-tolerance condition occurring in the equipment e.g.:

- a. Feed jams;
- b. Cutter jams;
- c. Motor overheat conditions;
- d. Bearing overheat conditions, and
- e. Gearbox (if applicable) overheat conditions.

3.12.2. The audio alarm must indicate urgency and be recognizable over the noise of the equipment operations.

3.12.3. The visual alarm must indicate urgency and be visible at the equipment Operation stations.

3.12.4. The fault indications should be attenuatable but not cancellable until the condition is corrected.

3.13. Power Requirements

3.13.1. External Power

3.13.1.1. The primary (size reducing) mutilation capability equipment must use mains AC electrical power at a nominal 60Hz.

3.13.1.2. The power for ancillary equipment (equipment not directly contributing to size reduction) must either use mains AC electrical power at a nominal 60Hz. or if hydraulic or pneumatic, then the pumps must be driven by mains AC electrical power.

3.13.2. Internal Battery Power

3.13.2.1. If a part of the mutilation capability equipment suite requires batteries, then the batteries should be common commercial type(s).

3.13.3. Cabling and Connectors

3.13.3.1. All connectors and cables must be CSA approved or equivalent e.g., Underwriters Laboratories (UL), and industry standard for the equipment size and power requirements.

3.13.3.2. All connectors should be provided with aligning pins, keyways, or equivalent devices, indicated by strips, arrows or other means, to aid in alignment and preclude insertion into incorrect receptacles or in other than the desired position.

3.14. Mechanical Interfaces

3.14.1. Material Spillage Control

3.14.1.1. Equipment ancillaries must be mechanically connected to the equipment and to each other to prevent material spillage from the equipment.

3.15. Particulate Waste Capture

3.15.1. Size reduction processes must be equipped with exhaust systems to collect and safely dispose of fine particulate by-products (particulate dusts and fibers).

3.16. Vibration

3.16.1. The mutilation capability equipment should be equipped with dampers for noise and vibration attenuation.

3.17. Movement

3.17.1. The mutilation capability equipment must be equipped with anchoring mechanisms to prevent wandering during operation.

3.18. Specialty Engineering

3.18.1. Availability, Maintainability

3.18.1.1. Availability - The mutilation capability equipment must have a 90% availability based on the operating requirement of 40 hours per week, 48 weeks per year.

3.18.1.2. Maintainability - The mutilation capability equipment should be designed such that the User must not be required to spend more than four (4) hours per week in total across all equipment in replenishing consumables e.g., lubricating fluids, and performing routine preventive maintenance.

3.18.2. Special Tools and Test Equipment

3.18.3. No special tools or test equipment other than those provided with the equipment must be required to complete maintenance routines.

3.19. Health and Safety

3.19.1. The mutilation capability must not pose a safety or health hazard to the operator. Equipment that has been listed or certified to an appropriate commercial or government standard by a nationally recognized test laboratory, e.g., Underwriters Laboratories (UL), Canadian Standards Association (CSA), TUV Rhineland, or CE marking, may be considered as having met this requirement; and, from a product safety perspective, may be accepted for use without further modification.

3.19.2. The design must conform to all applicable laws, regulations and industrial standards governing safety and noise levels in effect in Canada.

3.19.3. For equipment that performs size reduction functions, projectile debris must be prevented from reaching operator areas.

3.19.4. All the equipment that comprise the mutilation capability solution must comply with the following paragraphs of MIL-STD-1472G Human Engineering, 11 January 2012:

- a. Paragraph 5.7.1 – General
- b. Paragraph 5.7.2 – Display of Warnings and Hazards
- c. Paragraph 5.7.3 – Visual Display
- d. Paragraph 5.7.6 – General Workplace Hazards
- e. Paragraph 5.7.9.2 – Mechanical Hazards

3.20. Environmental Requirements

3.20.1. Temperature

3.20.1.1. The mutilation capability equipment must operate throughout a temperature range of 5°C to 40°C without performance degradation.

3.20.1.2. The mutilation capability equipment should have a storage temperature range of -40°C to 40°C without any equipment damage.

3.20.2. Humidity

3.20.2.1. The mutilation capability equipment must operate throughout a relative humidity range of 5% to 100% (non-condensing) without performance degradation.

3.21. Design and Construction

3.21.1. Exposure to Corrosive Fluids

3.21.1.1. The mutilation capability equipment must withstand temporary exposure to the following fluids during operation:

- a. Chlorinated drinking water;
- b. Salt water;
- c. Hydrocarbon fuels (gasoline; kerosene, naphtha, JP4 etc.);
- d. Common and industrial cleaning fluids, and
- e. Synthetic and hydrocarbon based lubricants.

3.22. Accessibility

3.22.1. The mutilation capability equipment should provide purpose built hand-holds and foot holds for operator access to parts of the equipment that are not readily accessible from the ground.

3.22.2. There must be access to all moving parts of all equipment for cleaning and maintenance. Note that this access is required when the equipment is OFF, not when it is powered (except for electrical fault finding) or operating.

3.23. Equipment Protection

3.23.1. The equipment(s) should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event severe out-of-tolerance operating conditions e.g.:

- a. Feed jams;
- b. Cutter jams;
- c. Motor overheat conditions;
- d. Bearing overheat conditions, and
- e. Gearbox (if applicable) overheat conditions.

3.23.2. The equipment(s) should be provided with reverse controls for:

- a. Feed conveyers;
- b. Powered hoppers; and
- c. Cutter/shredder units.

4. VERIFICATION

- 4.1. Table 2 is a tabulation of all the requirements provided in this RS and is the tracing start point for the Requirements Traceability Matrix identified in the System and Equipment Specifications (CDRLs 201 and 202) and the Requirements Verification Assurance Matrix identified in Test and Evaluation Master Plan and the Test Procedures (CDRLs 105 and 106).

Table 2: Requirements Verification Matrix

Ident.	Para.	Requirement
		3.0 REQUIREMENTS
		3.1 Performance Requirements
MC1	3.1 Performance Requirements	The System must meet all DND requirements by providing a single multitasking unit or a combination of different units e.g., an alligator shear, a heavy material shredder and a light material shredder. In either case, the equipment(s) must meet all the mandatory requirements of this RS.
		3.1.1 Processing Materials
MC2	3.1.1 (a) Processing Types	The mutilation capability must size reduce, by cutting, shredding or granulating (mutilating) the following: General materials;
MC3	3.1.1 (b) Processing Types	The mutilation capability must size reduce, by cutting, shredding or granulating (mutilating) the following: Plastics;
MC4	3.1.1 (c) Processing Types	The mutilation capability must reduce, by cutting, shredding or granulating (mutilating) the following: Aluminium, Brass, Copper;
MC5	3.1.1 (d) Processing Types	The mutilation capability must size reduce, by cutting, shredding or granulating (mutilating) the following: Steel.
		3.1.1.1 General Materials
MC6	3.1.1.1 (a) General Materials	The mutilation capability must mutilate the following general materials: Wood and wooden items e.g., packaging, dunnage, pallets;
MC7	3.1.1.1 (b) General Materials	The mutilation capability must mutilate the following general materials: Woven materials;
MC8	3.1.1.1 (c) General Materials	The mutilation capability must mutilate the following general materials: Ceramics and glass, and
MC9	3.1.1.1 (d) General Materials	The mutilation capability must mutilate the following general materials: Fiberglass and carbon fibers.
		3.1.1.2 Plastics
MC10	3.1.1.2 (a) Plastics	The mutilation capability mutilate plastics: All types of plastics;
MC11	3.1.1.2 (b) Plastics	The mutilation capability must mutilate plastics: Sheets of plastic up to and including 1 meter squared, 2.5 cm thick;
MC12	3.1.1.2 (c) Plastics	The mutilation capability must mutilate plastics: Closed ended plastic cylinders (length = 110 cm, diameter = 24 cm), and

Ident.	Para.	Requirement
MC13	3.1.1.2 (d) Plastics	The mutilation capability must mutilate plastics: Reduce plastics to fragments no larger than 3/8 ^{ths} of an inch in any dimension.
		3.1.1.3 Aluminium, Brass, Copper
MC14	3.1.1.3 (a) Aluminium, Brass, Copper	The mutilation capability must mutilate brass munition cartridges cases: Cartridge case 20 mm (10.8 cm long, 2.96 cm at the base);
MC15	3.1.1.3 (b) Aluminium, Brass, Copper	The mutilation capability must mutilate brass munition cartridge cases: Cartridge case 105 mm, and
MC16	3.1.1.3 (c) Aluminium, Brass, Copper	The mutilation capability must mutilate brass munition cartridge cases: Reduce the brass to fragments no larger than 3/4 ^{ths} of an inch in any dimension
		3.1.1.4 Steel
MC17	3.1.1.4 (a) Steel	The mutilation capability must mutilate light to medium hardness steel items: PA37A1 M119A2 155mm red bag charge cylindrical container (length = 32 ¾ in., radius = 4 13/64 in., weight = 17.6 lbs., average thickness of 1.30mm and a spot thickness to 5mm);
MC18	3.1.1.4 (b) Steel	The mutilation capability must mutilate light to medium hardness steel items: Ammunition cartridge case 25mm (aluminum killed steel produced in accordance with MIL-S-3289B except with .0005% to .0030% boron added. The base plate of the cartridge case is a disk 38mm in diameter and 16.76mm thick (greatest extent). Total length is 136.91 mm max and the base is Rockwell Hardness HRB 96 hardness while the side wall is HRC 28-37). The mutilation must reduce the steel to fragments no larger than 3/4 th of an inch in any dimension, and
MC19	3.1.1.4 (c) Steel	The mutilation capability must mutilate light to medium hardness steel items: Ammunition cartridge case 120mm base plate (a disk 135mm wide, 10.6mm thick). The mutilation must reduce the steel to fragments no larger than 3/4 th of an inch in any dimension.
		3.1.2 Processing Quantities
MC20	3.1.2.1 Processing Quantities	The primary size reduction unit must process up to and including five (5) metric tonnes of non-metallic material per hour; a greater capability is permitted.
MC21	3.1.2.2 Processing Quantities	The size reduction unit to be used for metals must process up to and including 50 Kg of 25 mm steel cartridge case per hour; a greater capability is permitted.
		3.1.3 System Start-Up and Health
MC22	3.1.3.1 System Start-Up and Health	The mutilation capability equipment should start-up and reach full operational performance in 90 seconds or less under standard conditions.

Ident.	Para.	Requirement
MC23	3.1.3.2 System Start-Up and Health	Mutilation capability equipment with software or firmware based user interfaces, e.g. programmable logic controllers (PLCs) should automatically perform a self-test on start-up and provide indications of their statuses.
		3.1.4 Lubrication
MC24	3.1.4.1 Lubrication	All moving parts that require lubrication continuously or at regular intervals while in operations must be automatically lubricated by the equipment.
MC25	3.1.4.2 Lubrication	All equipment knives or cutters that require cutting lubrication continuously or regular intervals must be automatically lubricated by the equipment.
		3.1.5 Manual and Auto Feed
MC26	3.1.5 Manual and Auto Feed	The mutilation capability equipment must not overspeed or be damaged if the cutting system is on but not processing any material.
		3.1.6 Reconfiguration/Task Preparation
MC27	3.1.6.1 Reconfiguration/Task Preparation	It must not take more than eight (8) hours to prepare the equipment for the processing of a particular material. This time must include the time to change or reconfigure cutting shafts and knives.
MC28	3.1.6.2 Reconfiguration/Task Preparation	It should not take more than two (2) hours to prepare the equipment for the processing of a particular material. This time includes the time to change or reconfigure cutting shafts and knives.
		3.1.7 Equipment Integration
MC29	3.1.7 Equipment Integration	Where size reduction equipment types are sufficiently similar e.g. two (2) or more are shredders, grinders or granulators, then the equipment feed and output subsystems should be interconnected to create a single process step.
		3.1.8 Metal Detection
MC30	3.1.8 Metal Detection	Mutilation equipment(s) that would be damaged by processing metals must be protected with a metal detection system that provides audible or visual alerts to the operator on detection of metals in the feed stream.
		3.2 Monitoring and Control
		3.2.1 Operator Control
MC31	3.2.1.1 Operator Control	The operator must be provided with the capability to control the degree of size reduction of the material to be processed. This need not be while the equipment is operating (real-time).
MC32	3.2.1.2 Operator Control	If the operator is provided with size reduction controls, then those controls should be implemented through a control panel or a software/firmware interface (PLC).

Ident.	Para.	Requirement
MC33	3.2.1.3 (a) Operator Control	As a minimum, the controls provided must be: Equipment power ON/OFF;
MC34	3.2.1.3 (b) Operator Control	As a minimum, the controls provided must be: Equipment(s) START/STOP
MC35	3.2.1.3 (c) Operator Control	As a minimum, the controls provided must be: Feed subsystem power ON/OFF
MC36	3.2.1.3 (d) Operator Control	As a minimum, the controls provided must be: Feed subsystem START/STOP
MC37	3.2.1.4 (a) Operator Control	The following equipment and feed sub-system controls should be provided: Equipment PAUSE;
MC38	3.2.1.4 (b) Operator Control	The following equipment and feed sub-system controls should be provided: Equipment REVERSE
MC39	3.2.1.4 (c) Operator Control	The following equipment and feed sub-system controls should be provided: Feed subsystem PAUSE
MC40	3.2.1.4 (d) Operator Control	The following equipment and feed sub-system controls should be provided: Feed subsystem REVERSE
MC41	3.2.1.5 Operator Control	Where multiple equipment and their feed and output conveyers, are integrated into a single process step, then the monitoring capabilities and the controls for all the integrated equipment should be aggregated in a single operator control station.
MC42	3.2.1.6 Operator Control	Each equipment that comprises the mutilation capability must have a control panel that conforms to CSA C22.2 NO. 286-17 or equivalent (NFPA 79 or IEC 60204-1:2016) with industry standard controls and indicators for normal, abnormal and emergency system conditions
		3.2.2 Status Indicators & Read-Outs
MC43	3.2.2.1 Status Indicators & Read-Outs	All the mutilation capability processing units (shredders, granulators, shears etc.) must clearly indicate the operational status ON (powered and fully ready to operate) and OFF (unpowered).
MC44	3.2.2.2 Status Indicators & Read-Outs	All the mutilation capability ancillary units (conveyers, hoppers, metal detectors etc.) must clearly indicate the operational status ON (powered and fully ready to operate) and OFF (unpowered).
MC45	3.2.2.3 Status Indicators & Read-Outs	All the mutilation capability processing units (shredders, granulators, shears etc.) should indicate their transitional operational status e.g., warm-up, ready, run, and system fault.
MC46	3.2.2.4 Status Indicators & Read-Outs	All the mutilation capability ancillary units (conveyers, hoppers, metal detectors etc.) should indicate their transitional operational status e.g., warm-up, ready, run, and system fault.

Ident.	Para.	Requirement
MC47	3.2.2.5 Status Indicators & Read-Outs	The mutilation capability equipment should provide displays, indications and/or readouts that indicate system health and the statuses of replenishable lubricants.
MC48	3.2.2.6 Status Indicators & Read-Outs	The mutilation capability equipment should provide information on any current fault or malfunction.
		3.2.3 Alarms
MC49	3.2.3.1 (a) Alarms	The mutilation capability equipment must provide visual and audible alarms relevant to their operation to protect both the operator(s) from injury and the equipment from damage in the event of an out-of-tolerance condition occurring in the equipment e.g.: Feed jams
MC50	3.2.3.1 (b) Alarms	The mutilation capability equipment must provide visual and audible alarms relevant to their operation to protect both the operator(s) from injury and the equipment from damage in the event of an out-of-tolerance condition occurring in the equipment e.g.: Cutter jams;
MC51	3.2.3.1 (c) Alarms	The mutilation capability equipment must provide visual and audible alarms relevant to their operation to protect both the operator(s) from injury and the equipment from damage in the event of an out-of-tolerance condition occurring in the equipment e.g.: Motor overheat conditions;
MC52	3.2.3.1 (d) Alarms	The mutilation capability equipment must provide visual and audible alarms relevant to their operation to protect both the operator(s) from injury and the equipment from damage in the event of an out-of-tolerance condition occurring in the equipment e.g.: Bearing overheat conditions, and
MC53	3.2.3.1 (e) Alarms	The mutilation capability equipment must provide visual and audible alarms relevant to their operation to protect both the operator(s) from injury and the equipment from damage in the event of an out-of-tolerance condition occurring in the equipment e.g.: Gearbox (if applicable) overheat conditions.
MC54	3.2.3.2 Alarms	The audio alarm must indicate urgency and be recognizable over the noise of the equipment operations.
MC55	3.2.3.3 Alarms	The visual alarm must indicate urgency and be visible at the equipment Operation stations.
MC56	3.2.3.4 Alarms	The fault indications should be attenuatable but not cancellable until the condition is corrected.
		3.3 Power Requirements
		3.3.1 External Power
MC57	3.3.1.1 External Power	The primary (size reducing) mutilation capability equipment must use AC electrical power at a nominal 60Hz.

Ident.	Para.	Requirement
MC58	3.3.1.2 External Power	The power for ancillary equipment (equipment not directly contributing to size reduction) must either use mains AC power at a nominal 60Hz, or if hydraulic or pneumatic, then the pumps must be driven by mains AC electrical power.
		3.3.2 Internal Battery Power
MC59	3.3.2 Internal Battery Power	If a part of the mutilation capability equipment suite requires batteries, then the batteries should be common commercial type(s).
		3.3.3 Cabling and Connectors
MC60	3.3.3.1 Cabling and Connectors	All connectors and cables must be CSA approved or equivalent e.g., Underwriters Laboratories (UL), and industry standard for the equipment size and power requirements.
MC61	3.3.3.2 Cabling and Connectors	All connectors should be provided with aligning pins, keyways, or equivalent devices, indicated by durable strips, arrows or other means, to aid in alignment and preclude inserting in incorrect receptacles or in other than the desired position.
		3.3.4 Mechanical Interface
MC62	3.3.4.1 Material Spillage	Equipment ancillaries must be mechanically connected to the equipment and to each other to prevent material spillage from the equipment.
MC63	3.3.4.2 Particulate Waste Capture	Size reduction processes must be equipped with exhaust systems to collect and safely dispose of fine particulate by-products (particulate dusts or fibers).
MC64	3.3.4.3 Vibration	The mutilation capability equipment should be equipped with dampers for noise and vibration attenuation.
MC65	3.3.4.4 Movement	The mutilation capability equipment must be equipped with anchoring mechanisms to prevent wandering during operation.
		3.4 Specialty Engineering
		3.4.1 Availability and Maintainability
MC66	3.4.1.1 Availability	The mutilation capability equipment must have a 90% availability based on the operating requirement of 40 hours per week, 48 weeks per year.
MC67	3.4.1.2 Maintainability	The mutilation capability equipment must be designed such that the User must not be required to spend more than four (4) hours per week in total in replenishing consumables e.g., lubricating fluids, and performing routine preventive maintenance.
MC68	3.4.1.3 Special Tools and Test Equipment	No special tools or test equipment other than those provided with the equipment must be required to complete maintenance routines.
		3.4.2 Safety and Health

Ident.	Para.	Requirement
MC69	3.4.2.1 Safety and Health	The mutilation capability must not pose a safety or health hazard to the operator. Equipment that has been listed or certified to an appropriate commercial or government standard by a nationally recognized test laboratory e.g., Underwriters Laboratories (UL), Canadian Standards Association (CSA), TUV Rheinland, or CE marking, may be considered as having met this requirement; and, from a product safety perspective, may be accepted for use without further modification.
MC70	3.4.2.2 Safety and Health	The design must conform to all applicable laws, regulations and industrial standards governing safety and noise levels in effect in Canada.
MC71	3.4.2.3 Safety and Health	For equipment that performs size reduction functions, projectile debris must be prevented from reaching operator areas.
MC72	3.4.2.4 (a) Safety and Health	All the equipment that comprise the mutilation capability solution must comply with the following paragraphs of MIL-STD-1472G Human Engineering, 11 January 2012: Paragraph 5.7.1 – General
MC73	3.4.2.4 (b) Safety and Health	All the equipment that comprise the mutilation capability solution must comply with the following paragraphs of MIL-STD-1472G Human Engineering, 11 January 2012: Paragraph 5.7.2 – Display of Warnings and Hazards
MC74	3.4.2.4 (c) Safety and Health	All the equipment that comprise the mutilation capability solution must comply with the following paragraphs of MIL-STD-1472G Human Engineering, 11 January 2012: Paragraph 5.7.3 – Visual Display
MC75	3.4.2.4 (d) Safety and Health	All the equipment that comprise the mutilation capability solution must comply with the following paragraphs of MIL-STD-1472G Human Engineering, 11 January 2012: Paragraph 5.7.6 – General Workplace Hazards
MC76	3.4.2.4 (e) Safety and Health	All the equipment that comprise the mutilation capability solution must comply with the following paragraphs of MIL-STD-1472G Human Engineering, 11 January 2012: Paragraph 5.7.9.2 – Mechanical Hazards
		3.5 Environmental Requirements
		3.5.1 Temperature
MC77	3.5.1.1 Temperature	The mutilation capability equipment must operate throughout a temperature range of 5°C to 40°C without performance degradation.
MC78	3.5.1.2 Temperature	The mutilation capability equipment should have a storage temperature range of -40°C to 40°C without any equipment damage
		3.5.2 Humidity
MC79	3.5.2 Humidity	The mutilation capability equipment must operate throughout a relative humidity range of 5% to 100% (non-condensing) without performance degradation.
		3.6 Design and Construction

Ident.	Para.	Requirement
		3.6.1 Exposure to Corrosive Fluids
MC80	3.6.1 (a) Contamination by Fluids	The mutilation capability equipment must withstand temporary exposure to the following fluids during operation: Chlorinated drinking water;
MC81	3.6.1 (b) Contamination by Fluids	The mutilation capability equipment must withstand temporary exposure to the following fluids during operation: Salt water;
MC82	3.6.1 (c) Contamination by Fluids	The mutilation capability equipment must withstand temporary exposure to the following fluids during operation: Hydrocarbon fuels (gasoline, kerosene, naphtha, JP4 etc.);
MC83	3.6.1 (d) Contamination by Fluids	The mutilation capability equipment must withstand temporary exposure to the following fluids during operation: Common and industrial cleaning fluids, and
MC84	3.6.1 (e) Contamination by Fluids	The mutilation capability equipment must withstand temporary exposure to the following fluids during operation: Synthetic and hydrocarbon based lubricants.
		3.6.2 Accessibility
MC85	3.6.2.1 Accessibility	The mutilation capability equipment should provide purpose built hand-holds and foot holds for operator access to parts of the equipment that are not readily accessible from the ground.
MC86	3.6.2.2 Accessibility	There must be access to all moving parts of all equipment for cleaning and maintenance. Note that this access is required when the equipment is OFF, not when it is powered (except for electrical fault finding) or operating.
		3.6.3 Equipment Protection
MC87	3.6.3.1 (a) Equipment Protection	The equipment should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event severe out-of-tolerance operating conditions e.g.: Feed jams;
MC88	3.6.3.1 (b) Equipment Protection	The equipment should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event severe out-of-tolerance operating conditions e.g.: Cutter jams;
MC89	3.6.3.1 (c) Equipment Protection	The equipment should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event severe out-of-tolerance operating conditions e.g.: Motor overheat conditions;
MC90	3.6.3.1 (d) Equipment Protection	The equipment should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event severe out-of-tolerance operating conditions e.g.: Bearing overheat conditions, and

Ident.	Para.	Requirement
MC91	3.6.3.1 (e) Equipment Protection	The equipment should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event severe out-of-tolerance operating conditions e.g.: Gearbox (if applicable) overheat conditions.
MC92	3.6.3.2 (a) Equipment Protection	The equipment should be provided with reverse controls for: Feed conveyers;
MC93	3.6.3.2 (b) Equipment Protection	The equipment should be provided with reverse controls for: Powered hoppers, and
MC94	3.6.3.2 (c) Equipment Protection	The equipment should be provided with reverse controls for: Cutter/shredder units.

ANNEX A, APPENDIX 2 – CONTRACT DATA REQUIREMENTS LIST (CDRLS)



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

1. Contract Data Requirements List (CDRL) Items List

The following section lists the CDRLs (Block 2 – Title or Description of Data) attached to this Annex, including their CDRL number (Block 1 – Item Number) as well as their associated Data Item Description (DID) number (Block 4 – Authority: Data Item Number):

CDRL	Title	DID
001	(not allocated)	-
002	Master Project Schedule (MPS)	PM-002
003	Meeting Agenda	PM-003
004	Meeting Minutes	PM-004
005	Action Item Report (AIR)	PM-005
006	(not allocated)	-
007	Environmental, Health and Safety Impact Report (EHSIR)	PM-007
008	(not allocated)	-
009	(not allocated)	-
101	System Specification	SE-101
102	Equipment Specifications	SE-102
103	(not allocated)	-
104	(not allocated)	-
105	Test and Evaluation Master Plan (TEMP)	SE-105
106	Test Procedures	SE-106
107	(not allocated)	-
108	Test Report	SE-108
109	(not allocated)	-
110	Engineering Change Proposal (ECP)	SE-110
201	(not allocated)	-
202	Recommended Spare Parts List (RSPL)	ILS-202
203	(not allocated)	-
204	Supplementary Provisioning Technical Documentation (SPTD)	ILS-204
205	(not allocated)	-
206	(not allocated)	-
207	(not allocated)	-
208	Equipment Identification Plate Data	ILS-208
209	Maintenance Plan	ILS-209
210	(not allocated)	-
211	Maintenance Manual	ILS-211
212	Equipment Advisories	ILS-212
213	User Manual	ILS-213
214	(not allocated)	-
215	(not allocated)	-
216	Training Material	ILS-216

2. CDRL Definitions

The following section defines the various blocks of information found on the CDRL forms:

BLOCK A – SYSTEM / ITEM

Provides the name of the System or Item for which the CDRL applies.

BLOCK B – CONTRACT / RFP NUMBER

Identifies the Contract or RFP for which the CDRL applies.

BLOCK C – SOW IDENTIFIER

Identifies the SOW for which the CDRL applies.

BLOCK D – DATA CATEGORY

Identifies the general category of the data for which the CDRL is being prepared.

BLOCK E – CONTRACTOR

Identifies the Contractor responsible for the delivery of the CDRL.

BLOCK 1 - ITEM NUMBER

The Item Number is a sequential three-digit number to uniquely identify the individual data item (CDRL number). Note that the 001-099 series is reserved to Project Management (PM) CDRLs, the 101-199 series is reserved to Systems Engineering (SE) CDRLs and the 201-299 series is reserved to Integrated Logistics Support (ILS) CDRLs.

BLOCK 2 - TITLE OR DESCRIPTION OF DATA

The title of the data item being referred to in this CDRL.

BLOCK 3 - SUBTITLE

This block contains the subtitle of the data item for the CDRL if the title requires further identification.

BLOCK 4 - AUTHORITY (DATA ITEM NUMBER)

Indicates the Data Item Description (DID) number to which this CDRL refers.

BLOCK 5 - CONTRACT REFERENCE

The specific paragraph number of the Contract Demand, Statement of Work, Request for Proposal, Specification, or other applicable document to assist in identifying the work effort associated with the data item.

BLOCK 6 – REQUIRING OFFICE

Identifies the technical office of primary interest responsible for defining the data requirement, reviewing, acceptance and/or approval of the data item, and ensuring the adequacy of the delivered data.

BLOCK 7 - INSPECTION

This block indicates the requirement for INSPECTION and ACCEPTANCE of the data. The following codes are used:

CODE	INSPECTION	ACCEPTANCE
------	------------	------------

SS	Source	Source
DD	Destination	Destination
SD	Source	Destination
DS	Destination	Source

If no applicable code is available for the data item, this block is marked as N/A.

BLOCK 8 - APPROVAL CODE (APP CODE)

Indicates items of critical data requiring specific advanced written approval, such as test plans, identified by placing an "A" in this field. These data may require submission of a preliminary draft prior to publication of a final document. When a preliminary draft is required, Block 16 shall show the length of time for Canada approval/disapproval and when the final submission is to be delivered. Block 16 also indicates the extent of the approval requirements, e.g., approval of technical content and/or format. If advance approval is not required, this block is marked as "N/A".

BLOCK 9 - INPUT

Indicates if data are the integrated results of specific inputs from associated contractors by placing an "X" in this block. Otherwise the block is left blank.

BLOCK 10 - FREQUENCY

This block indicates the frequency of the delivered data. The following frequency codes are used:

ANPLY	Annually
ASGEN	As generated
ASREQ	As required
BI-MO	Every 2 months
BI-WK	Every 2 weeks
DAILY	Daily
MNTHY	Monthly
ONE/R	One time with revisions
OTIME	One time
QRTLY	Quarterly
R/ASR	Revisions as required
SEMIA	Semi-annually
WKLY	Weekly

BLOCK 11 - AS OF DATE

For data items that are submitted only once, the "as of" date or associated constraint is indicated. The following abbreviations are used for the constraints:

ASGEN	As generated
ASREQ	As required
DACA	Days after contract award
MACA	Months after contract award
EOM	End of month
EOQ	End of quarter

If the as-of date is not applicable, leave this block blank.

BLOCK 12 - DATE OF 1ST SUBMISSION

The initial submission date or associated constraint for the 1st submission of the data item is indicated in this block using typical abbreviations as listed above under Block 11.

BLOCK 13 - DATE OF SUBSEQUENT SUBMISSION / EVENT

The date(s) of subsequent submission(s) or associated constraint(s) of the data item is indicated in this block. The abbreviations used for the constraints are as listed above under Block 11. If no subsequent submission or associated are not involved, this block is marked as "N/A".

BLOCK 14 - DISTRIBUTION AND ADDRESSEES

Indicates the addressees and the respective number of copies (hard copies and soft copies separately), for both the initial or original submissions (Sub-Block "Initial"), and for the final or subsequent submissions (Sub-Block "Final"), for which the data item is required.

Column A contains addresses. The number of initial hard and soft copies for each addressee (as applicable) is indicated in Column B – INITIAL – Hard Copy and Column B – FINAL – Soft Copy.

BLOCK 15 - TOTAL

Indicates the total number of copies (hard copies and soft copies separately) required for both the original submission and for the final submission.

BLOCK 16 - REMARKS

Provides additional or clarifying information. Where other blocks refer to Block 16 – Remarks, then the associated block number is indicated with the information, and a "See Block 16" note would be entered in the referring block.

BLOCKS 17 - 19

These blocks are for Contractor input as required as part of the RFP or Contract. These blocks are not used by TA.

BLOCK - PREPARED BY

This block identifies the CDRL originator's name and designation.

BLOCK - DATE

This block indicates the date of the CDRL approval.

BLOCK - APPROVED BY

This block contains the identification information, such as name and designation, of the person approving the CDRL.

3. Date Calculations

Delivery dates are generally expressed in working days or calendar months, and are to be calculated as follows:

Working days excludes weekends and the following designated holidays (based on CFAO 16-1 Annex A):

- New Year's Day,*
- Good Friday,
- Easter Monday,
- Victoria Day (the Monday on or immediately preceding 24 May),
- St-Jean Baptiste (24 Jun) or one other civic holiday,
- Canada Day (1 Jul),*
- Labour Day (first Monday in September),
- Thanksgiving Day (second Monday in October),
- Remembrance Day (11 Nov);* and

Christmas and Boxing Days.**

Note: When a holiday marked with an asterisk (*) falls on a weekend, the following Monday will be taken as the designated holiday. When Christmas Day (**) falls on a Saturday, the following Monday and Tuesday will be taken as the designated Christmas/Boxing Day holidays.

Months are based on date, e.g., the 15th to the 15th. When counting from the end of a month with more days than the target month, the due date will be the first day of the following month. For example, one month after 31 Jan is 1 Mar.

In all cases if the due date falls on a weekend or holiday, the deliverable shall be due the following working day.

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 002		2. TITLE OR DESCRIPTION OF DATA Master Project Schedule (MPS)		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) PM-002		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY MNTHY	12. DATE OF 1st SUBMISSION N/A	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 11: The proposed MPS will be reviewed during the kick-off meeting. The Contractor must finalize and submit the MPS within five (5) working days of the kick-off meeting. Response Time: Canada will provide comments on the MPS within five (5) calendar days of receipt. Upon TA approval, the Contractor must baseline the MPS. Block 13: The Contractor must submit MPS progress updates on a monthly basis as part of the Monthly Progress Report. Response Time: Canada will provide comments on the MPS within five (5) calendar days of receipt. The Contractor must rebaseline the MPS only when directed to do so by the TA.						INITIAL	FINAL		
				PSPC CA		Hard Copy	Soft Copy	Hard Copy	Soft Copy
				DND TA		1	1	2	1
				DND PO		1	1		1
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$	15. TOTAL	0	3	2 3		

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 003		2. TITLE OR DESCRIPTION OF DATA Meeting Agenda		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) PM-003		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASREQ	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: A preliminary Meeting Agenda must be submitted for review no later than five (5) working days prior to each meeting. Block 13: A revised Meeting Agenda, addressing the comments from Canada, must be tabled at the beginning of the meeting and distributed to all attendees. Response Time: Canada will provide comments on the Meeting Agenda, including additions or deletions of discussion items, within three (3) working days of receipt.						INITIAL	FINAL		
				PSPC CA		Hard Copy	Soft Copy	Hard Copy	Soft Copy
				DND TA		1	1		
PREPARED BY		DATE							
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	\$	15. TOTAL	0	2	2		

CONTRACT DATA REQUIREMENTS LIST ITEM											
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD							
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD							
1. ITEM NUMBER CDRL 004		2. TITLE OR DESCRIPTION OF DATA Meeting Minutes		3. SUBTITLE N/A							
4. AUTHORITY (Data Item Number) PM-004		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA							
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASREQ	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES							
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES					
16. REMARKS Block 12: Draft Meeting Minutes must be submitted for review within three (3) working days following each meeting. Block 13: The revised Meeting Minutes, addressing the comments from Canada, must be submitted for approval within three (3) working days of receipt of comments. Response Time: Canada will provide comments on the meeting minutes within five (5) working days of receipt.						INITIAL		FINAL			
				PSPC CA		Hard Copy	Soft Copy	Hard Copy	Soft Copy		
				DND TA			1	2	1		
PREPARED BY		DATE									
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	\$	15. TOTAL	0	2	2	2			

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 005		2. TITLE OR DESCRIPTION OF DATA Action Item Report (AIR)		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) PM-005		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION SD	9. INPUT	10. FREQUENCY MNTHY	12. DATE OF 1st SUBMISSION N/A	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 11: The first AIR must be submitted with the Minutes of the kick-off meeting. Block 13: Subsequent AIRs must be submitted in conjunction with monthly MPS progress updates and with the minutes of each meeting. Response Time: Canada will provide comments on the meeting minutes within five (5) working days of receipt.									
				PSPC CA			1		1
				DND TA			1	2	1
PREPARED BY		DATE							
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	\$	15. TOTAL	0	2	2	2	

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Management Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 007		2. TITLE OR DESCRIPTION OF DATA Equipment Environmental Assessment (EEA)		3. SUBTITLE n/a					
4. AUTHORITY (Data Item Number) PM-007		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION N/A	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT R/ASR	A. ADDRESS		B. COPIES			
16. REMARKS Block 11: The EEA must be submitted for acceptance within 25 working days following the Critical Design Review and reworked to reflect Canada comments prior to Qualification Testing. Response Time: Canada will provide comments on the EHSIR within 15 working days of receipt.									
				PSPC CA			1		1
				DND TA		1	1	2	1
PREPARED BY		DATE							
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	\$	15. TOTAL	1	2	2	2	

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Systems Engineering Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 101		2. TITLE OR DESCRIPTION OF DATA System Specification		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) SE-101		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The System Specification must be submitted for review at the System Requirements Review/Kick-Off Meeting. Block 13: The final System Specification must be submitted for acceptance within 15 working days of the System Requirements Review/Kick-Off Meeting and subsequently revised as required to reflect changes to the information provided. Response Time: Canada will provide comments on the Specifications within ten (10) working days of receipt.									
				PSPC CA			1		1
				DND TA		2	1	2	1
PREPARED BY		DATE							
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	\$	15. TOTAL	2	2	2		

CONTRACT DATA REQUIREMENTS LIST ITEM											
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD							
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Systems Engineering Data		E. CONTRACTOR TBD							
1. ITEM NUMBER CDRL 102		2. TITLE OR DESCRIPTION OF DATA Equipment Specifications		3. SUBTITLE N/A							
4. AUTHORITY (Data Item Number) SE-102		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA							
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES							
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES					
16. REMARKS Block 12: The Equipment Specifications must be submitted for review as part of the Meeting Documentation of the CDR. Block 13: The final Equipment Specifications must be submitted for acceptance within 20 working days after the CDR and subsequently revised as required to reflect changes to the information provided. Response Time: Canada will provide comments on the Specifications within ten (10) working days of receipt.						INITIAL		FINAL			
				PSPC CA		Hard Copy	Soft Copy	Hard Copy	Soft Copy		
				DND TA		2	1	2	1		
PREPARED BY		DATE	APPROVED BY								
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL		2	2	2	2	

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Systems Engineering Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 105		2. TITLE OR DESCRIPTION OF DATA Test and Evaluation Master Plan (TEMP)		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) SE-105		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The TEMP must be submitted for review within 15 working days following the System Requirements Review/Kick-Off Meeting, and reworked to reflect Canada's comments. Block 13: The final TEMP must be submitted for as part of the Meeting Documentation for the CDR. It must be subsequently revised as required to reflect changes to the information provided. Response Time: Canada will provide comments on the TEMP within 15 working days of receipt.									
				PSPC CA			1		1
				DND TA		2	1	2	1
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	2	2	2	2

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Systems Engineering Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 106		2. TITLE OR DESCRIPTION OF DATA Test Procedures		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) SE-106		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES				
16. REMARKS Block 12: The Test Procedures must be submitted for review within ten (10) working days of CDR. Corrections must be incorporated within ten working days of receipt of comments. Block 13: Test Procedures must be finalized and submitted for approval no later than 15 working days after receipt of Canada's initial comments. Response Time: Canada will provide comments on the Test Procedures within ten (10) working days of receipt.					INITIAL		FINAL		
					Hard Copy	Soft Copy	Hard Copy	Soft Copy	
				PSPC CA		1		1	
				DND TA	1	1	2	1	
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17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	1	2	2	2

CONTRACT DATA REQUIREMENTS LIST ITEM								
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD				
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Systems Engineering Data		E. CONTRACTOR TBD				
1. ITEM NUMBER CDRL 108		2. TITLE OR DESCRIPTION OF DATA Test Report		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) SE-108		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The Test Reports must be submitted for approval within ten (10) working days following each test or group of tests. Corrections must be incorporated within ten working days of receipt of comments. Block 13: A final comprehensive Test Report must be submitted prior to final acceptance. Response Time: Canada will provide comments on the Test Reports within ten (10) working days of receipt.					INITIAL		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
				PSPC CA		1		1
				DND TA	1	1	2	1
PREPARED BY	DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	1	2	2	2

CONTRACT DATA REQUIREMENTS LIST ITEM										
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD						
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Systems Engineering Data		E. CONTRACTOR TBD						
1. ITEM NUMBER CDRL 110		2. TITLE OR DESCRIPTION OF DATA Engineering Change Proposal (ECP)		3. SUBTITLE N/A						
4. AUTHORITY (Data Item Number) SE-110		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA						
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASREQ	12. DATE OF 1st SUBMISSION N/A	14. DISTRIBUTION and ADDRESSEES						
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT N/A	A. ADDRESS		B. COPIES				
16. REMARKS Block 11: ECPs must be submitted for review prior to any engineering changes to system assemblies, sub-assemblies or components, to request authorization to depart from a particular performance or design requirement of the contract, specification, or reference document. Response Time: Canada will provide comments within ten (10) working days of receipt.										
				PSPC CA					1	
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				DND PA				1	1	
PREPARED BY		DATE	APPROVED BY							
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	0	0	2	3	

CONTRACT DATA REQUIREMENTS LIST ITEM											
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD							
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD							
1. ITEM NUMBER CDRL 202		2. TITLE OR DESCRIPTION OF DATA Recommended Spare Parts List (RSPL)		3. SUBTITLE N/A							
4. AUTHORITY (Data Item Number) ILS-202		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA							
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION N/A	14. DISTRIBUTION and ADDRESSEES							
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES					
16. REMARKS Block 11: The RSPL must be submitted within 15 working days of approval of the Maintenance Plan CDRL 209. Corrections must be incorporated within ten (10) working days of receipt of comments. Block 13: A revised RSPL must be submitted within ten (10) working days following each design change authorization.						INITIAL		FINAL			
				PSPC CA		Hard Copy	Soft Copy	Hard Copy	Soft Copy		
				DND TA		1	1	2	1		
PREPARED BY		DATE	APPROVED BY								
17. CONTRACT FILE /DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL		0	2	2	2	

CONTRACT DATA REQUIREMENTS LIST ITEM													
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability					A. SYSTEM / ITEM TBD								
C. SOW IDENTIFIER DUNDURN MC SOW			C. SOW IDENTIFIER DUNDURN MC SOW		E. CONTRACTOR TBD								
1. ITEM NUMBER CDRL 204			2. TITLE OR DESCRIPTION OF DATA Supplementary Provisioning Technical Documentation (SPTD)			3. SUBTITLE N/A							
4. AUTHORITY (Data Item Number) ILS-204			5. CONTRACT REFERENCE			6. REQUIRING OFFICE DND TA							
7. INSPECTION DD		9. INPUT		10. FREQUENCY ONE/R		12. DATE OF 1st SUBMISSION N/A		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE See Block 16		13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16		A. ADDRESS		B. COPIES					
<p>16. REMARKS</p> <p>Block 11: SPTD must be submitted for acceptance within ten (10) working days of Canada's acceptance of the Equipment Specifications, CDRL 102. Corrections shall be incorporated within ten (10) working days of receipt of comments.</p> <p>Block 13: Revised SPTD shall be submitted within ten (10) working days following each design change authorization.</p> <p>Response Time: Canada will provide comments on the SPTD within five (5) working days of receipt.</p>													
						PSPC CA							
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PREPARED BY			DATE		APPROVED BY								
17. CONTRACT FILE /DOCUMENT NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE \$		15. TOTAL 0 2 2 2						

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 208		2. TITLE OR DESCRIPTION OF DATA Equipment Identification Plate Data		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) ILS-208		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY OTIME	12. DATE OF 1st SUBMISSION N/A	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT N/A	A. ADDRESS		B. COPIES			
16. REMARKS Block 11. The Equipment Identification Plate Data, less NSN if not assigned, must be submitted for approval within ten (10) working days of Canada's acceptance of the Equipment Specifications, CDRL 102. For ID Plates with unassigned NSNs, the data must be resubmitted within five (5) working days of the NSN being provided by Canada. Corrections must be incorporated within five (5) working days of receipt of comments. Response Time: Canada will provide comments on the Equipment Identification Plate Data within 15 working days following receipt of such documents.									
				PSPC CA		1	1		
				DND TA		1	2	1	
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	0	2	2	2

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 209		2. TITLE OR DESCRIPTION OF DATA Maintenance Plan		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) ILS-209		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The Maintenance Plan must be submitted for evaluation and review at the CDR. Corrections must be incorporated within five working days of receipt of comments. Block 13: The Maintenance Plan must be submitted for approval within twenty working days after the CDR. The Maint Plan must be reviewed for consistency and relevance at each ILS meeting and with each design change authorization, and updated accordingly within ten working days. Response Time: Canada will provide comments on the Maintenance Plan within 10 working days of receipt.									
				PSPC CA			1		1
				DND TA			1	2	1
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	0	2	2	2

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 211		2. TITLE OR DESCRIPTION OF DATA Maintenance Manual		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) ILS-211		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT R/ASR	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The Maintenance Manual must be submitted for review 30 working days before the start of on-site installation of the equipment at CFAD Dundurn, and reworked to reflect Canada comments within ten working days of receipt of comments. Response Time: Canada will provide comments within 10 working days of each submission. Block 13: The final Maintenance Manual must be submitted no later than 10 working days before the start of on-site installation of the equipment at CFAD Dundurn.									
				PSPC CA			1		1
				DND TA		2	1	2	1
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	2	2	2	2

CONTRACT DATA REQUIREMENTS LIST ITEM										
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability					B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW			D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 212			2. TITLE OR DESCRIPTION OF DATA Equipment Advisories		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) ILS-212			5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD		9. INPUT	10. FREQUENCY ASGEN		12. DATE OF 1st SUBMISSION N/A		14. DISTRIBUTION and ADDRESSEES			
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION / EVENT R/ASR		A. ADDRESS		B. COPIES			
				INITIAL			FINAL			
16. REMARKS Block 11. Equipment Advisories and impact assessments (and any subsequent revisions) must be submitted for review within 25 working days of their initial publication.							Hard Copy	Soft Copy	Hard Copy	Soft Copy
					PSPC CA			1		1
					DND TA			1	2	1
PREPARED BY			DATE		APPROVED BY					
17. CONTRACT FILE / DOCUMENT NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE \$		15. TOTAL 2 2 2			

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 213		2. TITLE OR DESCRIPTION OF DATA Operator Manual		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) ILS-213		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The Operator Manual must be submitted for review 30 working days before the start of on-site installation of the equipment at CFAD Dundurn, and reworked to reflect Canada comments within ten working days of receipt of comments. Block 13: The final Operator Manual must be submitted no later than 10 working days before the start of on-site installation of the equipment at CFAD Dundurn. Response Time: Canada will provide comments within 10 working days of each submission.									
				PSPC CA			1		1
				DND TA		2	1	2	1
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE /DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL				
					2	2	2 2		

CONTRACT DATA REQUIREMENTS LIST ITEM									
A. SYSTEM / ITEM CFAD Dundurn Mutilation Capability				B. CONTRACT / RFP NUMBER TBD					
C. SOW IDENTIFIER DUNDURN MC SOW		D. DATA CATEGORY Integrated Logistics Support Data		E. CONTRACTOR TBD					
1. ITEM NUMBER CDRL 216		2. TITLE OR DESCRIPTION OF DATA Training Material		3. SUBTITLE N/A					
4. AUTHORITY (Data Item Number) ILS-216		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND TA					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION / EVENT N/A	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The Training Material must be provided at the start of on-site installation at CFAD Dundurn.									
				PSPC CA			1		1
				DND TA			1	2	1
PREPARED BY		DATE	APPROVED BY						
17. CONTRACT FILE / DOCUMENT NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE \$		15. TOTAL	0	2	2	2

ANNEX A, APPENDIX 3 – DATA ITEM DESCRIPTIONS



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

1. List of DIDs

The following section lists the DIDs (Block 1 – Title) attached to Appendix 3 of Annex A, including their DID number (Block 2 – Identification Number) as well as their associated calling Contract Data Requirements List (CDRL) number:

DID	Title	CDRL
PM-001	(not allocated)	
PM-002	Master Project Schedule and Work Breakdown Structure	002
PM-003	Meeting Agenda	003
PM-004	Meeting Minutes	004
PM-005	Action Item Report (AIR)	005
PM-006	(not allocated)	-
PM-007	Equipment Environmental Assessment (EEA)	007
PM-008	(not allocated)	
PM-009	(not allocated)	-
SE-101	System Specification	101
SE-102	Equipment Specifications	102
SE-103	(not allocated)	-
SE-104	(not allocated)	-
SE-105	Test and Evaluation Master Plan (TEMP)	105
SE-106	Test Procedures	106
SE-107	(not allocated)	-
SE-108	Test Report	108
SE-109	(not allocated)	-
SE-110	Engineering Change Proposal (ECP)	110
ILS-201	(not allocated)	-
ILS-202	Recommended Spare Parts List (RSPL)	202
ILS-203	(not allocated)	-
ILS-204	(not allocated)	-
ILS-205	(not allocated)	-
ILS-206	(not allocated)	-
ILS-207	(not allocated)	-
ILS-208	Equipment Identification Plate Data	208
ILS-209	Maintenance Plan	209
ILS-210	(not allocated)	-
ILS-211	Maintenance Manual	211
ILS-212	Equipment Advisories	212
ILS-213	User Manual	213
ILS-214	(not allocated)	-
ILS-215	(not allocated)	-
ILS-216	Training Material	216

Data Item Description (DID) Definitions

The following defines the various blocks of information found on the Data Item Description (DID) forms:

BLOCK 1 – TITLE

The title of the data item for the DID.

BLOCK 2 - IDENTIFICATION NUMBER

The DID number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID. Note that the 001-099 series is reserved to Project Management (PM) DIDs, the 101- 199 series is reserved to Systems Engineering (SE) DIDs and the 201-299 series is reserved to Integrated Logistics Support (ILS) DIDs. The abbreviation codes used for the prefix are:

“PM” for Project Management

“SE” for Systems Engineering

“ILS” for Integrated Logistics Support

BLOCK 3 - DESCRIPTION

Provides a general description of the data content requirements.

BLOCK 4 - APPROVAL DATE

Indicates the date of the originator's approval of the DID.

BLOCK 5 - OFFICE OF PRIMARY INTEREST (OPI)

The office of primary interest for the review, acceptance and/or approval of the data item.

BLOCK 6 - GIDEP APPLICABLE

An “X” indicates that the data is to be submitted by a Government organization or the Contractor to the Government/Industry Data Exchange Program (GIDEP). Otherwise the block is left blank.

BLOCK 7 - APPLICATION / INTERRELATIONSHIP

Provides the application details and interrelationship of the data item to other DIDs or documents.

BLOCK 8 - ORIGINATOR

Indicates the originator's office responsible for the DID. Typically reviews data items prior to their acceptance/approval and provides recommendations to the OPI.

BLOCK 9 - APPLICABLE FORMS

Indicates any form associated with the DID.

BLOCK 10 - PREPARATION INSTRUCTIONS

Solicitation No. - N° de l'invitation
W8476-185739 /A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
383bk

Client Ref. No. - N° de réf. du client
W8476-185739

File No. - N° du dossier
383bk. W8476-185739

CCC No./N° CCC - FMS No./N° VME

Provides the preparation instructions, including format and content requirements for the data.

DATA ITEM DESCRIPTION		
1. TITLE Master Project Schedule (MPS) and Work Breakdown Structure (WBS)	2. IDENTIFICATION NUMBER PM-002	
3. DESCRIPTION The MPS details the activities, their sequencing, duration and dependencies against a calendar time-base and all WBS activities for the requirements of the Contract. The MPS and WBS detail all activities covering the complete duration of the Contract. Updates to the MPS and WBS provide the TA with the visibility of accomplishments to date at a level of detail that is indicative of overall performance.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT & STRUCTURE		
10.1.1 The MPS must consist of a Gantt chart reflecting activity start and end dates, expected activity duration, activity dependencies, critical path(s) and WBS element number, all against a calendar time base.		
10.1.2 The WBS must be prepared in Contractor format, and comprise a WBS index, a graphical representation, and a WBS dictionary.		
10.2 CONTENT		
10.2.1 The MPS and WBS must reflect the entire scope of the Project work, including subcontracted activities. The WBS must be developed in as much detail as required to define the work effort necessary to successfully achieve the requirements of the contract. The MPS must reflect the delivery and support schedule defined in the Contract and include all WBS elements and tasks (those which define the level of reporting that the contractor will provide to Canada), all milestones and deliverable end items. The MPS must detail the sequencing, activity duration, schedule of all events against a calendar time base, milestones and all WBS activities down to the work package level which must occur for the objectives and cross-referenced requirements of the Contract to be achieved. The MPS must detail all activities covering the complete duration of the Contract. The MPS must be base-lined at contract award.		
10.2.2 Updates to the MPS must clearly indicate actual progress to a specific date against the schedule baseline, and changes in activity start and end dates. The MPS baseline must be the measurement baseline for project performance and actual versus planned progress. All baseline activity must be maintained and provided using the same WBS code of accounts entry on the Gantt chart incorporating any approved changes to activity start and finish dates. The baseline activity start and finish dates and updated start and finish dates must be uniquely identifiable at the activity level.		
10.2.3 The MPS must show a time-phased sequence of upper level activities and events, and their relationship to the WBS elements and activities.		

DATA ITEM DESCRIPTION		
1. TITLE Meeting Agenda	2. IDENTIFICATION NUMBER PM-003	
3. DESCRIPTION Meeting Agendas set the venue and identify the items to be discussed at meetings.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT		
10.1.1 The Meeting Agenda must be in the Contractor's format.		
10.2 CONTENT		
10.2.1 The Meeting Agenda must identify the venue and list the discussion items to be covered at the meeting.		
10.2.1.1 Venue. The Meeting Agenda must address the venue as follows:		
a. Meeting Identification Number;		
b. Purpose;		
c. Coordinating instructions (such as date, time and location); and		
d. Attendees.		
10.2.1.2 Discussion items. The Meeting Agenda must address the discussion items through the following sections:		
a. Opening Remarks;		
b. Agenda Review;		
c. Review of Previous Minutes;		
d. Opened Discussion Items;		
e. New Discussion Items;		
f. Review of Action Items;		
g. Next Venue; and		

DATA ITEM DESCRIPTION		
1. TITLE Meeting Minutes		2. IDENTIFICATION NUMBER PM-004
3. DESCRIPTION Meeting Minutes consist of the detailed records of proceedings, discussions, decisions and action items from a meeting.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4		9. APPLICABLE FORMS
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT		
10.1.1 The Meeting Minutes must be prepared in the Contractor's format.		
10.2 CONTENT		
10.2.1 The Meeting Minutes must include the following information:		
10.2.1.1 Subject and reason for the meeting;		
10.2.1.2 Date and location of the meeting;		
10.2.1.3 List of attendees including the organization represented by each attendee;		
10.2.1.4 The identity of the Chairperson(s);		
10.2.1.5 A summary of discussion, including references to the presentations;		
10.2.1.6 A list of action items assigned and decisions made at the meeting, including which organization has been assigned the action;		
10.2.1.7 Changes and additions to the Action Item Log;		
10.2.1.8 Sign-off blocks for the Contractor and Contract or Technical Authority; and		
10.2.1.9 Legend or footer to reflect that the minutes are a record of discussions only and do not constitute approval for contractual changes.		

DATA ITEM DESCRIPTION		
1. TITLE Action Item Report (AIR)		2. IDENTIFICATION NUMBER PM-005
3. DESCRIPTION The AIR provides itemized, dated and up-to-date records of all approved Contractor, PSPC and DND action items.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4		9. APPLICABLE FORMS
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT		
10.1.1 The AIR must be in the Contractor's format, and generated from a searchable, structured issue tracking file used to maintain a repository of historical information for the duration of the Contract.		
10.2 CONTENT		
10.2.1 The AIR must contain the itemized, dated and up-to-date records of all approved Contractor, PSPC and DND action items, and include the following data:		
a. Action item ID and Title;		
b. Description;		
c. Traceability to primary document, meeting minutes, report or activity;		
d. Date opened;		
e. Action addressee(s);		
f. Status;		
g. Date required to be closed;		
h. Date closed;		
and i Resolution.		
10.2.2 The AIR must list the action items sorted in the following order:		
a. Project Management;		
b. Systems Engineering;		
c. Configuration Management;		
d. Integrated Logistics Support;		
e. Quality Assurance;		
f. Financial Issues;		
g. Environmental, Health and Safety Issues; and		

DATA ITEM DESCRIPTION		
1. TITLE Equipment Environmental Assessment (EEA)	2. IDENTIFICATION NUMBER PM-007	
3. DESCRIPTION The EEA identifies and documents potential environmental impacts of the equipment over various life-cycle phases (test and evaluation following production, operation and maintenance, and demilitarization and disposal) and the associated mitigation measures		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT The EEA will be in the Contractor's format. 10.2 CONTENT The EEA must contain the following sections and information, as a minimum: 10.2.1 Title Page a. Equipment Name and NSN (if available) b. Originating Directorate: TBD c. DGLEPM EEA Registration Number: TBD d. Assessment Contact: Name, title and company name of the author of the EEA 10.2.2 Executive Summary Provide a brief summary of potential environmental impacts and recommended mitigation measures for each life-cycle (test and evaluation following production, operation and maintenance, and demilitarization and disposal). 10.2.3 Equipment Description a. Equipment description: Provide an overview of the equipment and identify each major sub-system as per the Equipment Breakdown Structure. b. For each major sub-system, identify the following: i) Ionizing radiation sources (radioisotopes and x-ray). e.g. Uranium, Radon, plutonium and tritium etc. ii) Non-ionizing radiation sources (radiofrequency and lasers). iii) Identify hazardous substances that are incorporated into the equipment design. Provide additional information in tabular form in Annex A. iv) Identify hazardous products that are: Recommended by the Contractor during the in-service life-cycle phase (i.e. lubricants, cleaners, decontaminants, etc.) or included in the Technical Documentation. Provide information in tabular form in Annex B. v) Provide (Material) Safety Data Sheets (M) SDS in Annex C for all hazardous products. 10.2.4 Environmental Assessment For each lifecycle phase (test and evaluation following production, operation and maintenance, and demilitarization and disposal) discuss the following:		

- a. Lifecycle activities: Describe anticipated activities (including operator and maintenance tasks that are detailed in Contractor provided Technical Documentation) and identify if any of these activities have the potential to: release a polluting substance to air, water or land (e.g. exhaust emissions, hazardous waste, spills, etc.); impact human health; noise or vibration; and/or alter landscape features. Note: The scope of the EEA excludes activities related to the use of munitions.
- b. Environmental impacts: Describe the potential environmental impacts identified above.
- c. Mitigation Measures: Describe mitigation measures to eliminate or reduce identified potential environmental impacts, including those that are part of the design, any warning devices, emission control equipment, spill response, safe handling and disposal procedures, training, PPE, labels on equipment, cautions and warnings in the Technical Documentation, monitoring or inspections, etc.

10.2.5 Conclusions and Recommendations

Summarize the main environmental impacts and recommended mitigation measures.

10.2.6 References

List references consulted in the completion of the EEA (such as Canadian legislation, DND policies and procedures, technical documentation, etc.)

Annex A – List of Hazardous Substances in the equipment

Annex B – List of Hazardous Products

Annex C – (Material) Safety Data Sheets (M)SDS for all hazardous products identified in the EEA

Annex A - List of Hazardous Substances in the Equipment

Hazardous Substance	NSN	Original OEM Part Number	Item Description	Location	Additional Details
Antimony, Arsenic, Beryllium, Brass, Bronze, Chromium VI, Cobalt, Copper, Lead, Precious and radioactive metals					
Asbestos					Type and Mil Spec
Halocarbons					Type and weight (kg)
Ionizing radiation					Type and quantity or activity level
Mercury and its compounds					Product Category, form of mercury (e vapour) and weight (mg)
Non-ionizing radiation					Type of electromagnetic energy (lase microwave, radio frequency) and stre
Polychlorinated Biphenyl					Form (liquid or solid), quantity (kg), vc and concentration in ppm

* Note: Provide information on the presence of other metals, metal coatings, surface treatments, etc. if available and even if regulations are not in existence at the time of the assessment.

Annex B – List of Hazardous Products

Hazardous Product	NSN	Product Part Number / Manufacturer	Ingredient	Chemical Abstract Service Number	Controls *
Adhesives, anti-seize, anti-static, batteries, solvents, cleaners and degreasers, compressed gases, coolant, corrosion inhibitor, cutting fluid, decontaminant, desiccant, detector kit, dielectric compounds, fire extinguishing agent, flame retardant, fuel, grease, inspection penetrant, lubricants, paints and related commodities (topcoat, primer, wash-primer, thinner, paint stripper, powder coating, underbody coating), polishing compounds (automotive polish, leather care), refrigerants, sealants, spill kits, welding compounds (solder, flux,					

electrode etc.), etc.					
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*Controls: Identify if the substance is regulated and proposed to be regulated under the *Canadian Environmental Protection Act, 1999*; targeted in Schedule 1, Toxic Substance List under CEPA and/or subject to the reporting requirements under the National Pollutant Release Inventory (NPRI).

Annex C – (Material) Safety Data Sheets (M)SDS for all hazardous products identified in the EEA

DATA ITEM DESCRIPTION		
1. TITLE System Specifications	2. IDENTIFICATION NUMBER SE-101	
3. DESCRIPTION System Specifications establish the performance, design, development and test requirements for hardware and software/firmware to meet a set of capability requirements. The level of detail is sufficient to enable the specification of specific components requirements.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 The Specifications must be in the Contractor's format; however, it must include a table of contents to at least 2 levels of sub-section/paragraph. 10.2 CONTENT 10.2.1 The specification technical content and the specification type classification must be prepared IAW the intent of the Type A – “System Specification” of D-01-300-100/SG-000 – “Standard for Specification Preparation - Technical Content”. 10.2.2 The specification must include the equipment performance requirements. 10.2.3 The specification must include a completed Requirements Traceability Matrix for all requirements of the RS.		

DATA ITEM DESCRIPTION		
1. TITLE Equipment Specifications	2. IDENTIFICATION NUMBER SE-102	
3. DESCRIPTION The Equipment Specifications establish the performance, design, development and test requirements for hardware and software/firmware to meet a set of capability requirements. The level of detail is sufficient to enable the specification of specific equipment requirements.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 The Specifications must be in the Contractor's format; however, it must include a table of contents to at least 2 levels of sub-section/paragraph. 10.2 CONTENT 10.2.1 The specification technical content and the specification type classification must be prepared IAW the intent of the Type G – “Equipment Specification” of D-01-300-100/SG-000 – “Standard for Specification Preparation - Technical Content”. 10.2.2 The specification must include the equipment performance requirements. 10.2.3 The specification must include a completed Requirements Traceability Matrix through the System Specification for all requirements of the RS.		

DATA ITEM DESCRIPTION		
1. TITLE Test and Evaluation Master Plan (TEMP)	2. IDENTIFICATION NUMBER SE-105	
3. DESCRIPTION The TEMP describes in detail the Test & Evaluation (T&E) Program to be conducted to ensure that the design and the manufactured products comply with the Contract Requirements Specification (RS). The TEMP addresses the overall test philosophy, concept, methodology, process and approach. The TEMP provides a master schedule of the Acceptance Tests to be conducted as part of the Contract. The TEMP also includes the completed Requirements Verification Matrix (RVM) from the Requirements Specification (Appendix 1 to Annex A to the Contract). The RVM will be used by both the Contractor and DND to determine the nature and extent of the tests to be performed, and as a traceability tool to ensure all		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
<p>10. PREPARATION INSTRUCTIONS</p> <p>10.1 FORMAT</p> <p>10.1.1 The TEMP must be in the Contractor's format.</p> <p>10.1.2 The TEMP's Master Test Schedule must be integrated with the Master Project Schedule (MPS), DID PM- 002.</p> <p>10.1.3 The RVM must be in an Excel spreadsheet appropriately formatted).</p> <p>10.2 CONTENT</p> <p>10.2.1 T&E Program</p> <p>10.2.1.1 The TEMP must describe in detail the T&E Program to be conducted to ensure that the mutilation capability products comply with the RS. The TEMP must address the overall test philosophy, concept, methodology, process and approach. The TEMP must also describe the processes for scheduling, planning, organizing, directing, conducting, controlling and coordinating tests and evaluations.</p> <p>10.2.2 Master Test Schedule</p> <p>10.2.2.1 The Master Test Schedule must cover all Acceptance Tests to be conducted as part of the Contract. The Master Test Schedule must clearly indicate actual progress against the MPS baseline.</p> <p>10.2.3 Requirements Verification Matrix</p> <p>10.2.3.1 The TEMP must also include a completed RVM. The RVM must define and detail the nature and extent of the tests to be performed, and provide the required traceability information to ensure all required tests are conducted and all requirements are met.</p> <p>10.2.3.2 The RVM must trace the requirements of the RS, including any specific verification requirements described in the RS, to the Contractor's Equipment Specifications and identify the specific test methods to be applied (including Analysis, Inspection, Demonstration and Test) for each of the Qualification Tests, Production Tests and Acceptance Tests to be performed.</p>		

DATA ITEM DESCRIPTION		
1. TITLE Test Procedures	2. IDENTIFICATION NUMBER SE-106	
3. DESCRIPTION The Test Procedures identify and describe all of the test details and information applicable to the scheduling, planning, organizing, conduct, controlling and coordination of each particular Acceptance Test to be conducted as part of the T&E Program.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
<p>10. PREPARATION INSTRUCTIONS</p> <p>10.1 FORMAT</p> <p>10.1.1 The Test Procedures must be in the Contractor's format.</p> <p>10.2 CONTENT</p> <p>10.2.1 The Test Procedures must identify and describe all of the test details and information applicable to the scheduling, planning, organizing, conduct, controlling and coordination for each particular or Acceptance Test to be conducted as part of the T&E Program. The Test Procedures must address the above points and include the details described below.</p> <p>10.2.2 Test Procedures must provide an overview of the following information:</p> <p>10.2.2.1 Test Purpose</p> <ul style="list-style-type: none"> a. Item to be tested; b. Test objective; c. Traceability to RVM and Test Plan; and d. Test participants and witnessing; <p>10.2.2.2 Testing Conditions</p> <ul style="list-style-type: none"> a. Test facility; b. Environmental conditions; c. Test equipment, recording equipment, software to run test; d. Setup, calibration, pretest checks; e. Initialization of test item; and f. Inputs, loads, outputs; <p>10.2.1.3 Procedure</p> <ul style="list-style-type: none"> a. Physical layout of the equipment under test; b. Actual test procedures, instructions and methods; c. Safety precautions; d. Modes of operation; e. Schedule of events; f. Test interruptions; g. Design parameters and tolerances; h. Parameters to be measured; 		

i. Definition of failure; and

j. Pass/Fail criteria; and

10.2.1.5 Recording and reporting

a. Format for Recording Test Results;

b. Data Collection and Analysis; and

c. Quality Assurance Certification.

The associated portion of the Requirements Verification Matrix (RVM) identifying the requirements of the Performance Specification being tested against must be annexed to the Test Procedures.

DATA ITEM DESCRIPTION		
1. TITLE Test Report	2. IDENTIFICATION NUMBER SE-108	
3. DESCRIPTION The Test Reports document the proceedings, results, recommendations and action items of the Tests conducted as part of the T&E Program.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
<p>10. PREPARATION INSTRUCTIONS</p> <p>10.1 FORMAT</p> <p>10.1.1 The Test Reports must be in the Contractor's format.</p> <p>10.2 CONTENT</p> <p>10.2.1 Each Test Report must include and describe the following:</p> <ul style="list-style-type: none"> a. Organizations and personnel which conducted the applicable test; b. Organizations and personnel witnessing, participating and present; c. Associated Test Procedures; d. Details of corrections to any information originally contained in the associated Test Procedures; e. Results of tests, including test logs and digital pictures and/or video recordings of tests and set-up; f. Explanations, recommendations, decisions and follow-on actions for partially met requirements; g Explanations, recommendations, decisions and follow-on actions for failed tests; and h. Authority accepting responsibility for the testing. <p>10.2.2 Certified copies of the completed tests procedures, analysis and any other supporting documentation must be appended to the Test Reports.</p>		

DATA ITEM DESCRIPTION		
1. TITLE Engineering Change Proposal (ECP)	2. IDENTIFICATION NUMBER SE-110	
3. DESCRIPTION The ECP fully describes and substantiates any engineering change required for a proposed alteration in the configuration of an equipment and/or its related documentation. The ECP enables the Contractor and the DND TA to fully evaluate for authorization the engineering change proposed.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 ECPs must be in the Contractor's format. 10.2 CONTENT 10.2.1 The following information must be included and detailed for each ECP: <ul style="list-style-type: none"> a. General information (i.e. originator, date, class, number, type, priority, revision, title, etc.); b. The equipment information to which ECP applies; c. Impact on baselines, specifications, interfaces, schedules, performance, availability, logistics, environmental, health and safety, etc.; d. Description of change; e. Substantiation (need) of change; f. Costs/Savings details; g. Trade-offs and/or alternative solutions; h. Implementation Plan, including implementation schedule and associated details; i. Date of Approval required; and j. Authorities (Submitting, Reviewing, Recommending and Approving). 		

DATA ITEM DESCRIPTION		
1. TITLE Recommended Spare Parts List (RSPL)	2. IDENTIFICATION NUMBER ILS-202	
3. DESCRIPTION The RSPL lists all spare parts necessary to maintain the equipment and its associated support equipment.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4		9. APPLICABLE FORMS
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 The RSPL must be in MS Excel format. 10.2 CONTENT 10.2.1 The RSPL content must be in accordance with the current issue of D-01-100-214/SF-000, Preparation of Provisioning Documentation. 10.2.2 The RSPL must identify all recommended spare parts and consumable items required for the CF to maintain/support all the equipment based on the Maintenance Concept, usage data and the approved Maintenance Plan, as applicable. 10.2.3 The following data elements must be provided: <ul style="list-style-type: none"> a. Item Name; b. Manufacturer's Part Number; c. Manufacturer's NSCM/CAGE Code; d. Alternate (vendor) part number, with applicable NSCM/CAGE Code; e. NSN, if assigned; f. Unit of Issue (UOI); g. Quantity Per Equipment; h. Indenture Code; i. Shelf life; j. Service life; k. Procurement Lead Time (PLT) in Months; and l. Recommended Buy Quantity. 		

DATA ITEM DESCRIPTION		
1. TITLE Supplementary Provisioning Technical Documentation (SPTD)	2. IDENTIFICATION NUMBER ILS-204	
3. DESCRIPTION The SPTD provides the information required to uniquely identify, for cataloguing purposes, all Configuration Items (CI) and DND Spare Parts and Consumable Items within the scope of this Contract that are not already in the Canadian Government Catalogue of Materiel (CGCM).		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT		
10.1.1 SPTD must be prepared and delivered in MS Excel format.		
10.2 CONTENT		
10.2.1 The SPTD must be prepared in accordance with the current issue of D-01-100-214/SF-000, Preparation of Provisioning Documentation, for content purposes. The SPTD must provide the following data to clearly define each CI for cataloguing:		
<ul style="list-style-type: none"> a. Item Name, Version or Model Number; b. Manufacturer part number; c. Manufacturer NSCM/CAGE Code; d. Alternate part number, with applicable NSCM/CAGE Code; e. NSN, if assigned by another country; f. Unit of Issue; e. Item drawing or illustration; f. Technical specifications, including relevant standards; g. Physical characteristics, such as dimensions, tolerances, materials, mandatory processes, surface finish, protective coating; h. Electrical characteristics; i. Performance data, including the item's environmental and operating conditions; j. Item shelf life and associated information such as storage conditions/restrictions, packaging, etc.; k. Disposal procedures and restrictions; and l. Commercial catalogue data. 		
10.2.2 The SPTD must identify any proprietary data or restrictions imposed on the release of its technical data to government entities in Canada or abroad.		

DATA ITEM DESCRIPTION		
1. TITLE Equipment Identification Plate Data	2. IDENTIFICATION NUMBER ILS-208	
3. DESCRIPTION The Equipment Identification Plate Data provides the information required to obtain design approval prior to the production of Equipment Identification plates.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 The proposed Equipment Identification Plate drawing must be in the Contractor's format and submitted as hardcopy, Engineering-A size, and in electronic format, such as a MS Word, MS Visio or a PDF file. 10.2 CONTENT 10.2.1 The Equipment Identification Plate Data must be prepared in accordance with D-02-002-001/SG-001, Identification Marking of Canadian Military Property. 10.2.2 The Equipment Identification Plate Data must, as a minimum, contain the following information: a. Bilingual Title/Description; b. NSN; c. Serial Number (if applicable); d. NSCM/CAGE Code; e. Manufacturer's Part Number; f. Contract Number; and g. DND CANADA MDN.		

DATA ITEM DESCRIPTION		
1. TITLE Maintenance Plan		2. IDENTIFICATION NUMBER ILS-209
3. DESCRIPTION The Maintenance Plan documents the results of the Maintenance Analysis by the Contractor as detailed in the SOW. It describes how the equipment will be supported, at all levels, provides the rationale for acquiring logistics support resources and forms the basis for provisioning and technical manual		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4		9. APPLICABLE FORMS
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 The Maintenance Plan must be in the Contractor's format. 10.2 CONTENT 10.2.1 The Maintenance Plan must document the Maintenance Analysis described in the SOW, by detailing all DND and Contractor maintenance tasks (preventive and corrective). 10.2.2 Each maintenance task must include the following details: <ul style="list-style-type: none"> a. Resource requirements; b. Task frequency and duration; c. Rationale for DND/Contractor assignment; d. Required spare parts; e. Required consumable items; and f. Any required Special Tooling and Test Equipment (STTE). 		

DATA ITEM DESCRIPTION		
1. TITLE Maintenance Manual (MM)	2. IDENTIFICATION NUMBER ILS-211	
3. DESCRIPTION The MM provides a detailed description of all maintenance tasks and procedures for the equipment, including related data such as descriptive information, fault detection and part lists. It is anticipated that the MM will be an existing document.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 The MM must comply with C-01-100-100/AG-005, Acceptance of Commercial and Foreign Government Publications as Adopted Publications. 10.2 CONTENT 10.2.1 The MM must describe all Preventive and Corrective maintenance tasks and procedures for the equipment and its associated tools and test equipment, including detailed descriptions of the fault diagnosis, disassembly, and repair, as well as reassembly and certification testing. 10.2.2 The MM must contain sufficient equipment design details, including any necessary theory of operation and fault trees, to guide the maintainer in the fault diagnostic process. 10.2.3 The MM must contain a complete parts list down to the replaceable assembly and sub-assembly level and their associated quantities, and with the required linking to the applicable drawings, diagrams, pictures or images. 10.2.4 The MM must contain all necessary drawings, diagrams, pictures, images and information in sufficient details and clarity to properly guide the maintainer during the conduct of each maintenance task. 10.2.5 The MM must clearly identify all personnel and equipment safety issues associated with the maintenance of the equipment. 10.2.6 The MM must clearly identify all hazardous material issues associated with the maintenance of the equipment, including the required procedures for handling and disposing of such materials.		

DATA ITEM DESCRIPTION		
1. TITLE Equipment Advisories		2. IDENTIFICATION NUMBER ILS-212
3. DESCRIPTION The purpose for Equipment Advisories is to alert the TA of any problem, process or situation that may affect the equipment so appropriate action and follow-up may be taken. Equipment Advisories include service bulletins, technical advisories, health and safety alerts, and all other such notices to users and		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4		9. APPLICABLE FORMS
10. PREPARATION INSTRUCTIONS 10.1 FORMAT 10.1.1 Equipment Advisories may be provided in the Contractor's format. 10.2 CONTENT 10.2.1 An Equipment Advisory must be a copy of, or must include pertinent excerpts from, all notices issued with respect to the equipment, including commercial or military service bulletins, technical advisories, and alerts, from any source, including the Contractor, subcontractors, vendors, Original Equipment Manufacturers of the equipment and its components, authorized maintainers and other users of the equipment known to the Contractor. 10.2.2 Each Equipment Advisory (or group of Equipment Advisories) must be accompanied with a description of the impact to the following operation and support considerations: a. Health and Safety of users and/or the equipment; b. Operational performance of the equipment relative to the approved baseline; c. The design life of the equipment relative to the approved baseline; d. Logistic support factors, such as maintenance, availability or suitability of spare parts, support costs, operational life, and training; and e. Impending obsolescence of the equipment or any component of the equipment that could adversely affect supportability, support costs and/or the expected operational life. 10.2.3 Where the notice of equipment deficiency is provided by a third party (originator is neither the CF nor the Contractor), the submitted Equipment Advisory to the CF must include the Contractor's response to the originator of the notice of deficiency.		

DATA ITEM DESCRIPTION		
1. TITLE Operator Manual		2. IDENTIFICATION NUMBER ILS-213
3. DESCRIPTION The purpose of the Operator Manual is to provide users and 1 st Line maintainers with a description of the equipment, and all information required to operate and complete First Line maintenance.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4		9. APPLICABLE FORMS
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT		
10.1.1 The Operator Manual must conform to C-01-100-100/AG-005, Acceptance of Commercial and Foreign Government Publications as Adopted Publications.		
10.2 CONTENT		
10.2.1 The following documents should be used as guidance in the preparation of this manual:		
<ul style="list-style-type: none"> a. D-01-100-200/SF-000, Specification for Preparation of Equipment Data Summaries; b. D-01-100-202/SF-000, Specification for Preparation of Equipment Descriptions; c. D-01-100-203/SF-000, Specification for Preparation of Operating Instructions; d. D-01-100-204/SF-000, Specification for Preparation of Preventive Maintenance, and e. D-01-100-205/SF-000, Specification for Preparation of Corrective Maintenance Instruction. 		
10.2.2 The User Manual must contain, as a minimum, the following information on the equipment being delivered under the contract:		
PART 1 - Introduction / General Description		
<ul style="list-style-type: none"> a. Photographs or illustrations of the equipment identifying each of its components; b. Main specifications of the equipment, including but not limited to operational, physical, software, mechanical, electrical and climatic characteristics; c. Description of the major components of the system and of the associated equipment supplied; and d. Overview of theory of operation; 		
PART 2 - Operation		
<ul style="list-style-type: none"> a. Applicable safety cautions and warnings; b. Description of the Operation with illustrations as appropriate; c. Storage and transportation; 		

DATA ITEM DESCRIPTION

1. TITLE

Operator Manual

2. IDENTIFICATION NUMBER

ILS-213

- d. Operator preventive and corrective maintenance tasks as applicable; and
- e. Hazardous material issues associated with the operation and care of the equipment, including the required procedures for handling and disposing of such materials;

PART 3 - First Line Maintenance

- a. Applicable safety cautions and warnings;
- b. Description of the First Line corrective and preventive maintenance tasks as defined in the Maintenance Plan with illustrations as applicable; and
- c. Identification of all spare parts and STTE required to complete First Line maintenance; and

DATA ITEM DESCRIPTION		
1. TITLE Training Material	2. IDENTIFICATION NUMBER ILS-216	
3. DESCRIPTION The Training Material contains the information and presentation used for training CF personnel.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DAEME 4	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP		
8. ORIGINATOR DND / DGLEPM / DAEME 4	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS		
10.1 FORMAT		
10.1.1 The Training Material must be in Contractor format.		
10.1.2 The Training Material must be delivered as a paper-based classroom instruction package supplemented slides, overheads, videos and hands-on equipment instruction.		
10.2 CONTENT		
10.2.1 The following topics must be addressed in the content of the User course(s) as a minimum:		
<ul style="list-style-type: none"> a. Overview of System theory; b. Equipment overview; c. Equipment set-up; d. Pre-use testing/inspection; e. Use and operation; f. User maintenance and care; g. Consumable replacement; h. Basic diagnosis and/or fault finding; i. Storage; j. Safety, including personnel and equipment; and k. Hazardous material issues. 		
10.2.2 The following topics must be addressed in the content of the Maintenance course(s) as a minimum:		
<ul style="list-style-type: none"> a. Inspection and testing; b. Troubleshooting and fault finding; c. Preventive maintenance procedures; d. Corrective maintenance procedures; e. Maintenance resources, facilities, assemblies/sub-assemblies, consumables, tools and test equipment required; f. Packaging, Handling, Storage and Transportation (PHST); g. Personnel and equipment safety issues; h. Hazardous material issues, including handling and disposal; and i. Controlled Goods and Intellectual Property issues for the equipment and its associated data, including disposal. 		

ANNEX A, APPENDIX 4 – MAINTENANCE CONCEPT



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document must continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

1. SCOPE

1.1. Purpose

1.1.1. This document describes the overall Maintenance Concept for the CFAD Dundurn Mutilation Capability, and in doing so it provides the Contractor with information required to develop effective logistics support plans.

2. MAINTENANCE POLICY

2.1. Maintenance Policy

2.1.1. The following maintenance policy elements have been used to develop the maintenance Concept:

- a. Support will be based on a sound preventive maintenance program and the completion of repairs as rapidly as possible as far forward as possible;
- b. The manufacturer's recommended preventive and corrective maintenance actions and servicing procedures will be used as the basis for maintenance activities;
- c. Maintenance tasks will be performed by users, CAF Technicians or equivalent civilian personnel;
- d. DND Maintenance tasks and activities will be performed by unit integral resources and will be limited to repairs requiring only one hour to complete;
- e. Maintenance will consist of the inspection, removal and replacement of damaged, worn or otherwise unserviceable assemblies/subassemblies and Line Replaceable Units (LRUs); and
- f. Damaged or unserviceable assemblies/subassemblies and LRUs beyond the capabilities of integral resources will be returned to the Contractor through locally established ad hoc support service contracts for repairs, disposal and/or repair and overhaul.

2.2. The Maintenance Concept

2.2.1. The CFAD Dundurn Mutilation Capability Maintenance Concept is "First to Third" meaning that any equipment requiring maintenance beyond the capability of Operators or First Line maintenance personnel will be returned to the Contractor or the Contractor designated support provider for repair. DND will only perform Preventive and Corrective Maintenance tasks that can be completed within one hour, with all other tasks requiring the return of the unit(s) to the Contractor or designated repair facility under locally established ad hoc support service contracts for repairs, disposal and/or repair and overhaul.

2.2.2. Sample Operator maintenance activities include:

- a. Non-technical inspections and functional checks;
- b. Cleaning and preventive maintenance operations to ensure readiness of the equipment;
- c. Battery replacement; and
- d. Additional activities as recommended by the Contractor and agreed to by DND.

2.2.3. Sample First Line maintenance activities performed by DND/CF technicians are:

- a. Serviceability assessments;
- b. Operational checks;
- c. Equipment troubleshooting to the major component level using Built-In Tests;
- d. Minor repairs and adjustments such as straps, covers, switch knobs, harness attachments that do not require unit disassembly;
- e. Scheduled preventive maintenance inspections; and
- f. Additional First Line maintenance activities as recommended by the Contractor and agreed to by DND.

2.3. Special Tools and Test Equipment (STTE)

2.3.1. Note: STTE is defined as any tooling and test equipment that is specific to the system being procured and is not already in service with DND/CF maintenance organizations.

The following principles govern the requirement for STTE for support activities:

- a. The Contractor will identify all standard and STTE required for support of the CFAD Dundurn Mutilation Capability in the Maintenance Plan.
- b. Operator maintenance tasks will not require any STTE.
- c. The STTE requirement for First Line maintenance tasks is expected to be minimal.

ANNEX B - BASIS OF PAYMENT



NOTICE

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AVIS

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1. Basis of Payment

1.1 The Contractor shall be paid firm prices, in Canadian dollars, delivered duty paid (DDP) to the destinations identified in the SOW (FOB DDP or FCA DDP), GST/HST extra, Custom Duties and Excise Taxes included, where applicable. Prices include travel and living expenses.

1.2 Mutilation Capability System Acquisition

1.2.1 A firm lot price must be paid for the supply, installation, integration, and testing of one (1) Mutilation Capability System, including special test and support equipment. All associated equipment, publications, services and training as described in Annex "A" are included in this firm lot price.

- a. For the one (1) Mutilation Capability System, a firm lot price of \$ _____.
(Bidder to Populate)

1.2.2 This firm lot price from Section 1.2.1 will be broken down and payable in accordance with Table 2-1: Mutilation System Milestone Payments.

Table 2-1: Mutilation System Milestone Payments

Item	Description	Schedule	Percentage of Firm Lot Price	Percentage Value (Bidder to Populate)
001	<p>Milestone 1</p> <p>On completion and acceptance by the DND Technical Authority (TA) of the system requirements at the Kick-Off Meeting.</p> <p>On delivery and receipt by the DND TA of the initial DRAFT documents:</p> <ul style="list-style-type: none"> a. Master Project Schedule (MPS) and Work Breakdown Structure (DID# PM-002) IAW CDRL 002; b. System Specifications (DID# SE-101) IAW CDRL 101 c. Test and Evaluation Master Plan (TEMP) (DID# SE-105) IAW CDRL 105 <p>On delivery and receipt of the final documents:</p> <ul style="list-style-type: none"> a. Master Project Schedule (MPS) and Work Breakdown Structure (DID# PM-002) IAW CDRL 002; b. System Specifications (DND# SE-101) IAW CDRL 101 <p>On completion of the following items (as required):</p> <ul style="list-style-type: none"> a. Meeting Agenda (DID# PM-003) IAW CRDL 003 b. Meeting Minutes (DID# PM-004) IAW CDRL 004 c. Action Item Report (AIR) (DID #PM-005) IAW CDRL 005 	Contract Award + 30 Calendar Days	5%	\$ _____.

Item	Description	Schedule	Percentage of Firm Lot Price	Percentage Value (Bidder to Populate)
002	<p>Milestone 2 On completion and acceptance by the DND TA of the Critical Design Review. On delivery and receipt of the initial DRAFT documents:</p> <ul style="list-style-type: none"> a. Equipment Specifications (DID# SE-102) IAW CDRL 102 b. Maintenance Plan (DID# ILS-209) IAW CDRL 209 c. Test Procedures (DID# SE-106) IAW CDRL 106 d. Equipment Environmental Assessment (EEA) (DID# PM-007) IAW CDRL 007 <p>On delivery and receipt of the final documents:</p> <ul style="list-style-type: none"> a. Test and Evaluation Master Plan (TEMP) (DID# SE-105) IAW CDRL 105 <p>On completion of the following items (as required):</p> <ul style="list-style-type: none"> d. Meeting Agenda (DID# PM-003) IAW CRDL 003 e. Meeting Minutes (DID# PM-004) IAW CDRL 004 f. Action Item Report (AIR) (DID #PM-005) IAW CDRL 005 g. Engineering Change Proposals (ECP) (DID# SE-110 IAW CDRL 110 h. Equipment Advisories (DID# ILS-212 IAW CDRL 212 	Contract Award + 4 months	20 %	\$_____.
003	<p>Milestone 3 On completion and acceptance by the DND TA of the manufacturing of the equipment/system and Qualification Testing at contractor facility. On delivery and receipt of the initial DRAFT documents:</p> <ul style="list-style-type: none"> a. Recommended Spare Parts List (DID# ILS-202) IAW CDRL 202 <p>On delivery and receipt of the final documents:</p> <ul style="list-style-type: none"> b. Test Procedures (DID# SE-106) IAW CDRL 106 c. Equipment Specifications (DID# SE-102) IAW CDRL 102 d. Maintenance Plan (DID# ILS-209) IAW CDRL 209 e. Test Report(s) (DND# SE-108) IAW CDRL 108 f. Equipment Environmental Assessment (EEA) (DID# PM-007) IAW CDRL 007 <p>On completion of the following items (as required):</p> <ul style="list-style-type: none"> a. Meeting Agenda (DID# PM-003) IAW CRDL 003 b. Meeting Minutes (DID# PM-004) IAW CDRL 004 c. Action Item Report (AIR) (DID #PM-005) IAW CDRL 005 d. Engineering Change Proposals (ECP) (DID# SE-110 IAW CDRL 110 e. Equipment Advisories (DID# ILS-212 IAW CDRL 212 	Contract Award + 6 months	40%	\$_____.

Item	Description	Schedule	Percentage of Firm Lot Price	Percentage Value (Bidder to Populate)
004	<p>Milestone 4 On completion and acceptance by the DND TA of Installation, Set-to-Work and Successful Completion of Installation Tests and Availability Demonstration IAW SOW 3.4.1.2 Schedule, SOW 3.4.1.3 Location. On delivery and receipt of the initial DRAFT documents:</p> <ul style="list-style-type: none"> a. Packaging Data ((DID# ILS-206) IAW CDRL 206 b. Equipment Identification Plate Data (DID# ILS-208) IAW CDRL 208 c. Maintenance Manual (DID# ILS-211) IAW CDRL 211 d. User Manual (DID# ILS-213) IAW CDRL 213 e. Training Material (DID# ILS-216) IAW CDRL 216 <p>On delivery and receipt of the final documents:</p> <ul style="list-style-type: none"> a. Recommended Spare Parts List (DID# ILS-202) IAW CDRL 202 <p>On completion of the following items (as required):</p> <ul style="list-style-type: none"> a. Meeting Agenda (DID# PM-003) IAW CRDL 003 b. Meeting Minutes (DID# PM-004) IAW CDRL 004 c. Action Item Report (AIR) (DID #PM-005) IAW CDRL 005 d. Engineering Change Proposals (ECP) (DID# SE-110 IAW CDRL 110 e. Equipment Advisories (DID# ILS-212 IAW CDRL 212 	Contract Award + 11 months	20%	\$_____.
005	<p>Milestone 5 On completion and acceptance by the DND TA of operator training IAW Training, SOW 6.5. On delivery and receipt of the final documents:</p> <ul style="list-style-type: none"> a. Packaging Data ((DID# ILS-206) IAW CDRL 206 b. Equipment Identification Plate Data (DID# ILS-208) IAW CDRL 208 c. Maintenance Manual (DID# ILS-211) IAW CDRL 211 d. User Manual (DID# ILS-213) IAW CDRL 213 e. Training Material (DID# ILS-216) IAW CDRL 216 f. Final Acceptance Test Report (DND# SE-108) IAW CDRL 108 	Contract Award + 12 months	15%	\$_____.

1.3 Initial Spares Kit Acquisition

1.3.1 For the delivery and acceptance of the Initial Spares Kit as defined in Annex "A", the Contractor will be paid a firm lot price of \$_____.
(Bidder to Populate)

ANNEX "C" – Bid Evaluation

1. Evaluation Matrix

With their bid, Bidders must complete and submit Appendix 1 to Annex B – Evaluation Compliance Matrix.

The following columns are populated and provided by Canada and explained as:

Column A – Statement of Work Reference

Column A explains where in Annex A – Statement of Work the requirement is explained and detailed (if applicable).

Column B – Requirement Statement

Column B explains in text form what the requirement being evaluated is.

Column C – Mandatory or Rated

Column C explain if the specific requirement is a MANDATORY requirement that must be met or a RATED requirement that Bidders can earn points based on their response.

Column D – Scoring Range

Column D explains how the requirement being evaluated will be scored. For Mandatory requirement, this is simply either "Compliant" or "Non-Compliant". For Rated requirements, a breakdown of the available score for the line is provided. Evaluators will award one and only one (1) of the available point options for the line.

Within the Evaluation Compliance Matrix, Bidders must provide information in the following columns:

Column E – Bidders Response

For each requirement, Bidders should state their compliance (either Compliant or Non-Compliant) to the specific requirement. Every mandatory requirement should be addressed.

Column F – Demonstration of Compliance/Capability

In Column F, Bidders should explain which method of proof they are providing to demonstrate their compliance/capability.

Bidders may use one of the following methods of demonstrating proof:

- a. Proof Provided – a statement that there is an inclusion with the Bid package that explains the compliance or capability being evaluated; or
- b. Statement of Compliance – a statement by the Bidder that they are fully in compliance with the requirement, or what they have described as their capability.

Column G – Bid Package Reference

In Column G, Bidders should list exactly where within their bid package the substantiation and demonstration of compliance/score for the response can be found.

Column H – Bidder's Comments

In Column H, Bidder's should provide brief commentary on how their solution/bid meets the individual requirement.

2. Scoring scale for Rated Managerial Requirements (Section 3)

Bidders' responses to the requirements listed in section 3 of the evaluation matrix will be scored based on the information and detail thereof provided. Scoring will be done using the following scale:

Excellent (10 points) – Thorough, complete, well presented and clear details provided, addressing all of the required elements and with well-established proven and sound approaches, functions, processes, methods, tools and techniques indicating a high probability of fully meeting DND requirements in an effective manner.

Acceptable (7 points) – The details provided in addressing the majority of the required elements are clear and complete with only a few of the required elements not addressed with details that prove compliance/capability; the majority of the approaches, functions, processes, methods, tools and techniques provide explanation and substantiation.

Weak (3 points) – The details provided in addressing the required elements are low in quality and do not provide a clear indication that the requirements of DND will be met. Only a few of the required elements are addressed to a level of detail that provides substantiation.

Unacceptable (0 points) – The information has not been provided or is insufficient to indicate the ability to meet the requirements of DND. The majority of the approaches, functions, processes, methods, tools and techniques do not demonstrate capability.

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
SOW Reference	Requirement Statement	Criticality Mandatory or Rated	Scoring Range	Bidder Response	Proof Provided (PP) or Statement of Compliance (SC)	Bid Package Reference	Bidder's Comments
Section 1 - Mandatory Technical (Management) Capability							
N/A	The primary mutilation equipment (size reducing) must have been installed and in use in at least 5 locations in the past 10 yrs.	Mandatory ^{PB}	Compliant or Non-Compliant		Proof Provided		
Paras. 5.2.1 - 5.2.3	A proposed System Specification, prepared IAW DID SE-101.	Mandatory ^{PB}	Compliant or Non-Compliant		Proof Provided		
Para. 4.4.1	A proposed Master Project Schedule (MPS) prepared IAW DID PM-002.	Mandatory ^{PB}	Compliant or Non-Compliant		Proof Provided		
Para 6.3.1	A proposed Maintenance Plan, prepared IAW DID ILS-209.	Mandatory ^{PB}	Compliant or Non-Compliant		Proof Provided		
Section 2 - Mandatory Technical Requirements							
3.1 Performance Requirements	The Bidder must propose a technical solution for the DND/CAF requirements by providing a single multitasking unit or a combination of different units.	Mandatory	Compliant or Non-Compliant				
3.1.1.2 (d) Plastics	(The mutilation capability must mutilate plastics) Reduce plastics to fragments no larger than .375 inch in any dimension.	Mandatory	Compliant or Non-Compliant				
3.1.1.4 (b) Steel	(The mutilation capability must mutilate light to medium hardness steel items) as described in Annex A, Appendix 1, section 3.1.1.4 (b).	Mandatory	Compliant or Non-Compliant				
3.1.2.1 Processing Quantity	The primary demilitarization unit must process up to and including 5 metric tonnes of non-metallic material per hour; a greater capability is permitted.	Mandatory	Compliant or Non-Compliant				
3.1.2.2 Processing Quantity	The size reduction unit to be used for metals must process up to and including 50 Kg of 25mm steel cartridge cases per hour; a greater capability is permitted.	Mandatory	Compliant or Non-Compliant				
3.1.8 Metal Detection	Mutilation equipment that would be damaged by processing metals must be protected with a metal detection system that provides audible or visual alerts to the Operator on detection of metals in the feed stream.	Mandatory	Compliant or Non-Compliant				

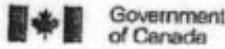
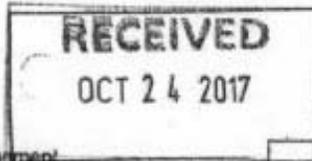
Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
SOW Reference	Requirement Statement	Criticality Mandatory or Rated	Scoring Range	Bidder Response	Proof Provided (PP) or Statement of Compliance (SC)	Bid Package Reference	Bidder's Comments
3.2.1.6 Operator Control	Each piece of equipment that comprises the mutilation capability must have a control panel that conforms to CSA C22.2 NO. 286-17 or equivalent (NFPA 79 or IEC 60204-1:2016) with industry standard controls and indicators for normal, abnormal and emergency system conditions.	Mandatory	Compliant or Non-Compliant				
3.5.1.1 Temperature	The mutilation capability equipment must operate throughout a temperature range of 5°C to 40°C without performance degradation.	Mandatory	Compliant or Non-Compliant				
Section 3 - Rated Managerial Requirements							
SOW Paras. 5.2.1 - 5.2.3	A proposed System Specification, prepared IAW DID SE-101	Rated	Excellent = 10 pts Acceptable = 7 pts Poor = 3 pts Unacceptable = 0 pts		PP = Proof Provided		
SOW Para. 4.4.1	A proposed Master Project Schedule (MPS) prepared IAW DID PM-002	Rated	Excellent = 10 pts Acceptable = 7 pts Poor = 3 pts Unacceptable = 0 pts		PP = Proof Provided		
SOW Para 6.3.1	A proposed Maintenance Plan, prepared IAW DID ILS-209	Rated	Excellent = 10 pts Acceptable = 7 pts Poor = 3 pts Unacceptable = 0 pts		PP = Proof Provided		
Section 4 - Rated Technical Requirements							
3.1.3.1 System Start-Up and Health	The mutilation capability equipment should start-up and reach full operational performance in 90 seconds or less under standard conditions.	Rated	< 90 seconds = 5 pts 90 seconds to 5 minutes = 3 pts >5 minutes = 0 pts				
3.1.3.2 System Start-Up and Health	Mutilation capability equipment with software or firmware based user interfaces, e.g. programmable logic controllers (PLCs) should automatically perform a self-test on start-up and provide indications of their statuses.	Rated	Yes = 10 pts No = 0 pts				
3.1.6.2 Reconfiguration/T ask Preparation	It should not take more than two (2) hours to prepare any equipment for the processing of a particular material. This time shall include the time to change or reconfigure cutting shafts and knives.	Rated	0-2 hours = 10 pts 2-4 hours = 6 pts 4-6 hours = 2 pts > 6 hours = 0 pts				
3.1.7 Equipment Integration							

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
SOW Reference	Requirement Statement	Criticality Mandatory or Rated	Scoring Range	Bidder Response	Proof Provided (PP) or Statement of Compliance (SC)	Bid Package Reference	Bidder's Comments
3.1.7 Equipment Integration	Where size reduction equipment types are sufficiently similar e.g. two (2) or more are shredders, grinders or granulators, the equipment feed and output subsystems should be interconnected to create a single process step.	Rated	Yes = 10 pts No = 0 pts				
3.2.1.2 Operator Control	If the operator is provided with size reduction controls, then those controls should be implemented through a control panel or a software/firmware interface (PLC).	Rated	Yes = 5 pts No = 0 pts				
3.2.1.4 Operator Control							
The following equipment and feed sub-system controls should be provided:							
3.2.1.4 (a) Operator Control	a) Equipment PAUSE;	Rated	Yes = 5 pts No = 0 pts				
3.2.1.4 (b) Operator Control	b) Equipment REVERSE	Rated	Yes = 5 pts No = 0 pts				
3.2.1.4 (c) Operator Control	c) Feed subsystem PAUSE	Rated	Yes = 5 pts No = 0 pts				
3.2.1.4 (d) Operator Control	d) Feed subsystem REVERSE	Rated	Yes = 5 pts No = 0 pts				
3.2.1.5 Operator Control	Where multiple equipment including their feed and output conveyers, are integrated into a single process step, then the monitoring capabilities and the controls for all the integrated equipment should be aggregated in a single Operator control station.	Rated	Yes = 15 pts No = 0 pts				
3.2.2.3 Status Indicators & Read-Outs	All the mutilation equipment processing units (shredders, granulators, shears etc.) should indicate their transitional operational status e.g., warm-up, ready run, system fault etc.	Rated	Yes = 5 pts No = 0 pts				
3.2.2.4 Status Indicators & Read-Outs	All the mutilation equipment ancillary units (conveyors, hoppers, metal detectors etc.) should indicate their transitional operational status e.g., warm-up, ready run, system fault etc.	Rated	Yes = 5 pts No = 0 pts				
3.2.2.5 Status Indicators & Read-Outs	The mutilation capability equipment should provide displays, indications and/or readouts that indicate system health and the statuses of replenishable lubricants.	Rated	Yes = 5 pts No = 0 pts				
3.2.2.6 Status Indicators & Read-Outs	The mutilation capability equipment should provide information on any current fault or malfunction.	Rated	Yes = 10 pts No = 0 pts				

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
SOW Reference	Requirement Statement	Criticality Mandatory or Rated	Scoring Range	Bidder Response	Proof Provided (PP) or Statement of Compliance (SC)	Bid Package Reference	Bidder's Comments
3.2.3.4 Alarms	The fault indications should be attenuatable but not cancellable until the condition is corrected.	Rated	Yes = 5 pts No = 0 pts				
3.3.2 Internal Battery Power	If a part of the mutilation capability equipment suite requires batteries, then the batteries should be common commercial type(s).	Rated	No Batteries = 5 pts Yes = 5 pts No = 0 pts				
3.3.3.2 Cabling and Connectors	All connectors should be provided with aligning pins, keyways, or equivalent devices, indicated by durable strips, arrows or other means, to aid in alignment and preclude inserting in incorrect receptacles or in other than the desired position.	Rated	Yes = 5 pts No = 0 pts				
3.3.4.3 Vibration	The mutilation capability equipment should be equipped with dampers for noise and vibration attenuation.	Rated	Yes = 10 pts No = 0 pts				
3.5.1.2 Temperature	The mutilation capability equipment should have a storage temperature range of -40°C to 40°C without any equipment damage	Rated	Yes = 10 pts No = 0 pts				
3.6.2.1 Accessibility	The mutilation capability equipment should provide purpose built hand-holds and foot holds for operator access to parts of the equipment that are not readily accessible from the ground.	Rated	Yes = 5 pts No = 0 pts				
3.6.3 Equipment Protection							
3.6.5.1 (a) Equipment Protection	The equipment should be provided with sensors with interlocked automatic pause/stop processing controls to prevent damage to the equipment in the event of severe out-of-tolerance operating conditions:						
3.6.3.1 (a) Equipment Protection	a) Feed jams;	Rated	Yes = 10 pts No = 0 pts				
3.6.3.1 (b) Equipment Protection	b) Cutter jams;	Rated	Yes = 10 pts No = 0 pts				
3.6.3.1 (c) Equipment Protection	c) Motor overheat conditions;	Rated	Yes = 10 pts No = 0 pts				
3.6.3.1 (d) Equipment Protection	d) Bearing overheat conditions, and	Rated	Yes = 10 pts No = 0 pts				
3.6.3.1 (e) Equipment Protection	e) Gearbox (if applicable) overheat conditions.	Rated	N/A = 10 pts Yes = 10 pts No = 0 pts				

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
SOW Reference	Requirement Statement	Criticality Mandatory or Rated	Scoring Range	Bidder Response	Proof Provided (PP) or Statement of Compliance (SC)	Bid Package Reference	Bidder's Comments
3.6.3.2 Equipment Protection	The equipment should be provided with reverse controls for:						
3.6.3.2 (a) Equipment Protection	a) Feed conveyers;	Rated	Yes = 5 pts No = 0 pts				
3.6.3.2 (b) Equipment Protection	b) Powered hoppers, and	Rated	Yes = 5 pts No = 0 pts				
3.6.3.2 (c) Equipment Protection	c) Cutter/shredder units.	Rated	Yes = 5 pts No = 0 pts				

ANNEX "D" – SECURITY REQUIREMENTS CHECKLIST (SRCL)



Government of Canada / Gouvernement du Canada

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Security Classification / Classification de sécurité UNCLAS

**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	2. Branch or Directorate / Direction générale ou Direction CJOC/CM5G/CFAD Dundum	
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 Installation and training of staff on versatile industrial shredding unit(s) (VISU). Contractors will be under escort when entering CFAD Dundum.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?	<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
5. Indicate the type of access required / Indiquer le type d'accès requis		
5. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
5. 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
5. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

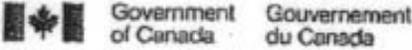


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PART A (continued) / PARTIE A (suite)	
8. Will the supplier require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité :	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? Short Title(s) of material / Titre(s) abrégé(s) du matériel : Document Number / Numéro du document :	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)	
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis	
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	<input type="checkbox"/> SECRET SECRET
	<input type="checkbox"/> TOP SECRET TRÈS SECRET
	<input type="checkbox"/> NATO SECRET NATO SECRET
	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
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? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui <input type="checkbox"/> No / Non <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui

Handwritten initials/signature



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

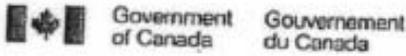
For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer,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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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).



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PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) G.M Renaud	Title - Titre Industrial Security	Signature <i>[Signature]</i>	Date 20 Jul 17
Telephone No. - N° de téléphone 306-492-2135 Ext 4296	Fax No. - N° de télécopieur 306-492-1111	E-mail address - Adresse courriel gary.renaud@forces.gc.ca	
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom K	Title - Titre	Signature <i>[Signature]</i>	Date 23 OCT 2017
Telephone No. - N° de téléphone 3	Fax No. - N° de télécopieur 3	E-mail address - Adresse courriel kathleen.mcburney@forces.gc.ca	
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?			Yes / Oui <input checked="" type="checkbox"/> No / Non <input type="checkbox"/>
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) John Cunningham	Title - Titre Procurement Officer PC02 Dir 5-3-4-6	Signature <i>[Signature]</i>	Date 14 OCT 2017
Telephone No. - N° de téléphone 519 939 4415	Fax No. - N° de télécopieur	E-mail address - Adresse courriel john.cunningham@forces.gc.ca	Date 25 OCT 17
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées) Vanessa Good-Davidson	Title - Titre	Signature <i>[Signature]</i>	Date Nov. 9, 2017
Address - Adresse courriel			

Agente à la Sécurité des contrats | Contract Security Officer
Secteur de la Sécurité industrielle, TPSGC | Industrial Security Sector, PWSCC
Vanessa.Good-Davidson@tpsgc-pwsc.gc.ca
Téléphone : 613 941-0441

ANNEX "E" - 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);