



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

Bid Receiving/Réception des soumissions

Yves Cloutier
Yves.Cloutier@rcmp-grc.gc.ca

**REQUEST FOR
PROPOSAL**

**DEMANDE DE
PROPOSITION**

Proposal to: Royal Canadian Mounted Police

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 : Gendarmerie royale du 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 appendices ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments: - Commentaries :

THIS DOCUMENT CONTAINS NO SECURITY
REQUIREMENT

Title – Sujet Purchase of Utility Terrain Vehicles		Date April 25th, 2018
Solicitation No. – N° de l’invitation 201900234		
Client Reference No. - No. De Référence du Client 201900234		
Solicitation Closes – L’invitation prend fin		
At /à :	12 :00pm	EDT (Daylight Saving Time) HEA (temps d'heure d'été)
On / le :	Tuesday May 1st, 2018	
Delivery - Livraison See herein — Voir aux présentes	Taxes - Taxes See herein — Voir aux présentes	Duty – Droits See herein — Voir aux présentes
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Invoicing Instructions (To be specified at contract award)		
Address Inquiries to – Adresser toute demande de renseignements à Yves Cloutier Yves.Cloutier@rcmp-grc.gc.ca		
Telephone No. – No. de téléphone 613-843-6838	Facsimile No. – No. de télécopieur 613-949-0507	
Delivery Required – Livraison exigée See herein — Voir aux présentes	Delivery Offered – Livraison proposée	
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l’entrepreneur:		
Telephone No. – No. de téléphone	Facsimile No. – No. 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

There is no security requirement applicable to this requirement.

1.2 Statement of Requirement

The Requirement is detailed under Annex "A"

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 Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.

1.5 National Security Exception

The national security exception provided for in the trade agreements have been invoked; therefore, this procurement is excluded from all of the obligations of all the trade agreements.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (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

2.2 Submission of Bids

Bids must be submitted only to yves.cloutier@rcmp-grc.gc.ca by the date and time indicated on page 1 of the bid solicitation.

Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:

- a. receipt of garbled or incomplete bid;
- b. availability or condition of the receiving equipment;
- c. incompatibility between the sending and receiving equipment;
- d. delay in transmission or receipt of the bid;
- e. failure of the Bidder to properly identify the bid;
- f. illegibility of the bid; or
- g. security of bid data.

A bid transmitted electronically constitutes the formal bid of the Bidder and must be submitted in accordance with section 05 of 2003 (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements.

RCMP has restrictions on incoming e-mail messages. The maximum e-mail message size including all file attachments must not exceed 5MB. Zip files will not be accepted. Incoming e-mail messages exceeding the maximum file size and/or containing zip file attachments will be blocked from entering the RCMP e-mail system. A bid transmitted by e-mail that gets blocked by the RCMP e-mail system will be considered not received. It is the responsibility of the Bidder to ensure receipt.

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

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than two (2) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory



specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.5 Promotion of Direct Deposit Initiative

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.

If you are the successful bidder on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled *Recipient Electronic Payment Registration Request* along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: corporate_accounting@rcmp-grc.gc.ca

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that bidders provide their bid in three (3) separate sections as follows:

Section I: Technical Bid (one (1) soft copy in Portable Document (PDF) or MS Word format)

Section II: Financial Bid (one (1) soft copy in Portable Document (PDF) or MS Word format)

Section III: Certifications (one (1) soft copy in Portable Document (PDF) or MS Word format)

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

3.2 Format of Bids

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 in Annex "B".

3.2.1 Exchange Rate Fluctuation

C3011T (2013-11-06) Exchange Rate Fluctuation

Section III: Certifications



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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1. Mandatory Technical Criteria

Bid must meet all of the requirements specified in Annex "A", Statement of Requirement

4.1.2 Financial Evaluation

SACC *Manual* Clause [A0220T](#) (2014-06-26) Evaluation of Price

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price per unit will be recommended for award of a contract.

If the bidder with the lowest price per unit cannot fill the entire requirement, the bidder with the next lowest price per unit will be recommended for award of a contract for as many units as required to fill the RCMP's requirement. This selection process will continue and as many contracts as necessary will be recommended until the entire requirement is fulfilled.

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 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 specified will render the bid non-responsive.

5.1.1 Integrity Provisions



In accordance with 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:

- Declaration of Convicted Offences (as applicable)
- Required Documentation

5.1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](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.

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

There is no security requirement applicable to this Contract.

6.2 Statement of Requirement

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

6.3 Standard Clauses and Conditions

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

Revision to Departmental Name: As this contract is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Delivery Date



All the deliverables must be received on or before May 22nd, 2018

6.4.2 Delivery Points

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

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Yves Cloutier

Title: Senior Procurement Officer/ Agent principal des acquisitions et marchés
Royal Canadian Mounted Police

Directorate: G7 Federal Security Pillar, RCMP Major Events/ Pilier de Sécurité Federal au G7

Address: 73 Leikin Drive, Ottawa, Ontario, K1A 0R2 Mailstop #105

Telephone: 613-843-6838

E-mail address: Yves.Cloutier@rcmp-grc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: (to be added at Contract award)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

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

6.5.3 Contractor's Representative

(to be added at Contract award)



6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex B – Basis of Payment. Applicable Taxes are extra.

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

6.6.2 Single Payments

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

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work delivered has been accepted by Canada.

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a) The original must be forwarded to the following address for certification and payment.
(to be filled at contract award)
_____ *(Insert the name of the organization)*
_____ *(Insert the address of the organization)*
 - b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

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

6.9 Applicable Laws



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

6.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2010A (2016-04-04), General Conditions, Services (Medium Complexity)
- (c) Annex A, Statement of Requirement
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____, (*insert date of bid*)

6.11. Procurement Ombudsman

6.11.1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties, to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term or condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.

6.11.2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.

6.12 SACC Manual Clause

SACC Manual clause [G1005C](#) (2016-01-28) Insurance



Annex "A"
STATEMENT OF REQUIREMENT

ANNEX A – STATEMENT OF REQUIREMENT FOR UTVs (SIDE BY SIDE)

The RCMP requires Utility Terrain Vehicles (UTVs)

REQUIREMENTS

This statement of Requirement outlines the criteria for the noted UTVs.

TABLE 1: VEHICLES AND DELIVERY REQUIREMENTS

Type of Vehicle	Max Qty	Delivery Address	Delivery Date
4 passenger UTV (canvas or solid doors)	20	181 Rue Richelieu (P10) La Malbaie G5A 1X7	On or no later than May 22nd, 2018

TECHNICAL SPECIFICATIONS

- The following specifications are the minimum acceptable.
- UTVs should be designed to be durable and user friendly. The main function of the UTV is to transport security teams and equipment over rough terrain which would be treacherous to traverse on foot. This equipment will enable the security team to be a responsive transitional mobile unit.
- The UTV must conform to all applicable laws, regulations and industrial governing manufactures, safety, noise levels and pollution in effect in Canada at the time of manufacture
- Have systems and components not greater than their published ratings (i.e. product or component brochures) or accompanied by proof of compliance.

TECHNICAL SPECIFICATIONS UTVS - 4 PASSENGER (SIDE BY SIDE)	
Year:	
	New
Engine:	
Engine Type:	4-Stroke (Gas minimum)
Cooling:	Liquid cooled
Displacement:	650cc (minimum) to 1000cc (maximum)
Starting:	Electric Start (minimum)
Carburetion:	Fuel Injection
Steering:	Electric power assist steering (optional)
Transmission:	Automatic Transmission including High, Low, Park, Neutral, Reverse gears with selectable 2WD and 4WD
Driveline:	
	4x4
Dimensions/Capacities:	
Length:	140 in (minimum)



Width:	58 in (minimum)
Height:	72 in (minimum) to 79 in (maximum)
Wheelbase:	75 in (minimum)
Ground Clearance:	10 in (minimum)
Fuel Tank:	30 L (minimum)
Cargo Box/Bed:	Must have a cargo box/bed with a minimum load capacity of 400lbs
Tires:	
Tire Rim Diameter:	12 in (minimum) to 14 in (maximum)
Suspension:	
Front & Rear:	Standard w/ 7 in travel (minimum)
Brakes:	
Front & Rear:	Disc or Drum Hydraulic
Instrumentation:	
Speedometer/Odometer:	Manufacturer Standard
Trip/Hour meter:	Manufacturer Standard
Fuel Gauge:	Manufacturer Standard
Temp/Oil Light:	Manufacturer Standard
Battery Voltmeter:	Manufacturer Standard
Transmission/Gear Indicator:	Manufacturer Standard
12V Outlet	Manufacturer Standard
Occupational Health & Safety:	
Underbody Protection:	Manufacturer Standard (minimum)
Bush Guards:	Must have front and rear bush guards to protect lights
Roll Cage:	Must have Roll cage protection
Seating:	Four (4) Person Seating
Lighting :	Two (2) Dual Beam Headlights (Hi/Low) and Two (2) Taillight/Braking
Bumper:	Front and Rear
Mirrors:	Left and Right – Manufacturer Standard
Windshield	Half windshield
Additional Features:	
Tool Kits	Manufacturer Standard – one for each Unit
Cover:	Factory Cover – All Weather; Trailer able with tie down capability; covers entire machine
Doors:	Half Size (minimum)
Manuals:	Operators Manual – disc or hard copy – one copy for each unit (English/French)
	Service & Parts Manual – disc, hardcopy (copy for each) or on-line (English/French)
Color:	Neutral colors (i.e. black, white, grey, navy blue) Note: bidder must provide UTV's that are all the same color



Roof :	Must cover the full seating area
Keys:	Two(2) sets per unit (minimum)
Identification Plate:	Permanently marked and in a conspicuous and protected location
	Manufacturer, model, model year, serial number, Gross Vehicle Weight Rating(GVWR) and Contract number

DELIVERY CONDITIONS

- All vehicles will be delivered with a full tank of gas.
- The vehicle shall be pre-serviced in the normal way for customer delivery.
- All delivery charges shall be incorporated into the quoted price.
- All supplied vehicles must meet the provisions of the Transport Canada Safety regulations.
- All vehicle deliveries will be done at the site(s) noted in this document. Prior to delivery, the contractor must contact the Delivery Contact to confirm.
- Deliveries will only be accepted Monday to Friday, 0800-1500 hours (statutory holidays excluded).
- A list of VIN numbers or serial numbers is to be sent 1 week prior to delivery to the Technical Authority by email as stated in the contract.

DELIVERABLES

- Utility Terrain vehicles must be received on or before May 22nd, 2018



**ANNEX "B"
BASIS OF PAYMENT**

Brand and make of vehicle proposed	Quantity required	Quantity Proposed (A)	Earliest delivery date (no later than May 21 st , 2018)	Firm unit Price per UTV including delivery and all other associated fees (B)	Total (A)X(B) = (C)
	20	_____	_____	\$_____	\$_____
			TPS/TVQ	\$_____	\$_____
			TOTAL Bid Price for Evaluation	\$_____	\$_____

all bids must be in Canadian currency.



**ANNEX “C”
INTEGRITY PROVISIONS**

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

- Declaration of Convicted Offences (as applicable¹) Applicable Not Applicable
If applicable, please complete and submit the [Integrity Declaration Form](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>).
- Documentation Required (see below)

By submitting a bid/offer/proposal/quote, the Bidder/Offeror/Supplier certifies that:

- It has read and understands the Ineligibility and Suspension Policy;
- It understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
- It is aware that Canada may request additional information, certifications, and validations from the supplier or a third party for purposes of making a determination of ineligibility or suspension;
- It has provided with its bid/offer/proposal a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first-tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
- None of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first-tier subcontractors; and
- It is not aware of a determination of ineligibility or suspension issued by Public Services and Procurement Canada (PSPC) that applies to it.

Documentation Required:

1. **Legal Name:** _____

2. **Business Entity:**
(Select one)

Individual (person)	<input type="checkbox"/>
Corporate (company ie. incorporated, limited, etc.)	<input type="checkbox"/>
Joint Venture (2 or more parties in a business arrangement)	<input type="checkbox"/>
Other (ie. society, commission or partnership)	<input type="checkbox"/>

3. **List of Names** (members of the board of directors, private owners, or sole proprietors, as outlined in section 17 of the *Ineligibility and Suspension Policy*: <http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html#no17>):

Please insert names below (add/remove lines as required).

- a)
- b)
- c)

¹ An Integrity Declaration Form must be submitted **only** when:

- A. the supplier, one of its affiliates or a proposed first-tier subcontractor has been charged with or convicted of a criminal offence in a country other than Canada that, to the best of the supplier’s knowledge and belief, may be similar to one of the listed offences in the *Ineligibility and Suspension Policy* (the “Policy”); and/or
- B. the supplier is unable to provide any of the certifications required by the *Integrity Clauses*.



d)

The Bidder certifies that the information submitted in response to the above requirement is accurate and complete.

Name and Title	Signature	Date