



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

Bid Receiving/Réception des soumissions

Front Desk, "E" Division Headquarters  
14200 Green Timbers Way  
Surrey, BC V3T 6P3

By Mail/Par courrier :  
Mailstop # 1004  
14200 Green Timbers Way  
Surrey, BC V3T 6P3

**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 A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

<b>Title – Sujet</b> Mail Screening X-Ray Machine		<b>Date</b> May 9, 2018
<b>Solicitation No. – N° de l'invitation</b> M2989-7-0196		
<b>Client Reference No. - No. De Référence du Client</b> M2989-7-0196		
<b>Solicitation Closes – L'invitation prend fin</b>		
<b>At / à :</b>	14 :00	PDT (Pacific Daylight Saving Time) HDP (Heure d'été du Pacifique)
<b>On / le :</b>	June 19, 2018	
<b>Delivery - Livraison</b> See herein — Voir aux présentes	<b>Taxes - Taxes</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Summer Wong – summer.wong@rcmp-grc.gc.ca		
<b>Telephone No. – No. de téléphone</b> 778-290-2807		

<b>Delivery Required – Livraison exigée</b> September 15, 2018	<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>	
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>
<b>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)</b>	
<b>Signature</b>	<b>Date</b>



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## PART 1 - GENERAL INFORMATION

### 1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website. Please note, the above website is specific to PWGSC requirements and processes may differ from RCMP requirements.

### 1.2 Requirement

The requirement is detailed under Article 6.2 of the Resulting Contract Clauses.

### 1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### 1.4 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](mailto: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](http://www.opo-boa.gc.ca).

### 1.5 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).



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## **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.

Revision to Departmental Name: As this solicitation 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 solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

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 RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by facsimile or email 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 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 British Columbia.



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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](mailto:corporate_accounting@rcmp-grc.gc.ca)



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## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (3 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Technical Bid**

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 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**

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

#### **4.1.1 Technical Evaluation**

All proposals submitted must be completed in full and provide all of the information requested in the Request for Proposal (RFP) package to enable a full and complete evaluation. If the requirement is not addressed in the bidder's proposal, the proposal will be considered incomplete or non-responsive and will be rejected. The onus is on the bidder to provide all the information necessary to ensure a complete and accurate assessment.

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

- a. Ability to meet ALL the mandatory technical criteria outlined at Annex "A" – Requirement
- b. Compliance with the mandatory specifications of this RFP outlined at Appendix "A"

#### **4.1.2 Financial Evaluation**

##### **Refer to Annex "B": Basis of Payment**

1. The price of the bid will be evaluated as follows:
  - a. Canadian-based bidders must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded.
  - b. foreign-based bidders must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based bidders.
2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
3. Although Canada reserves the right to award the Contract either on an FOB plant or FOB destination, Canada requests that bidders provide prices FOB their plant or shipping point and FOB destination. Bids will be assessed on an FOB destination basis.
4. For the purpose of the bid solicitation, bidders with an address in Canada are considered Canadian-based bidders and bidders with an address outside of Canada are considered foreign-based bidders.

### **4.2 Basis of Selection**

A bid must comply with all requirements of the bid solicitation and meet all mandatory technical evaluation





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criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.



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## PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated 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 may 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>), 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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969#afed](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969#afed)).

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



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## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

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

- a) The Contractor's personnel requiring access to classified or protected information, assets or sensitive work site(s) is required to be cleared at the level of Facility Access Level 02 – escort required as verified by the Department Security Section (DSS) of the Royal Canadian Mounted Police (RCMP).
- b) The Contractor's personnel must not remove or make copies of any designated or classified information or assets from the identified work site(s) and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
- c) The Contractor must comply with the provisions of the Security Requirements Check List in Annex "C".

### 6.2 Requirement

The Contractor must provide the items detailed under the "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>) 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.

#### 6.3.2 Supplemental General Conditions

4001 (2015-04-01) Hardware Purchase, lease and Maintenance, and

4003 (2010-08-16) Licensed Software, apply to and form part of the Contract.



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## 6.4 Term of Contract

### 6.4.1 Delivery Date

All the deliverables must be received on or before September 15, 2018.

Installation must be completed as detailed in Annex "A" – Requirement.

### 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: Summer Wong  
Title: Senior Procurement Officer  
Royal Canadian Mounted Police  
Address: Mailstop#909 - 14200 Green Timbers Way, Surrey, BC V3T 6P3

Telephone: 778-290-2892  
E-mail address: summer.wong@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 specified at contract award)*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone : \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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



**6.5.3 Contractor's Representative (*Bidder to complete*)**

The telephone number of the person responsible for:

**General Enquiries**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**Delivery Follow-up**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**6.6 Payment**

**6.6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price(s), as specified in Annex "B." Customs duties are included and Applicable Taxes are extra, if applicable.

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

**6.6.2 Single Payment**

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.

**6.6.3 SACC Manual Clauses**

A9117C (2007-11-30) T1204 – Direct Request by Customer Department

**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 and one (1) copy must be forwarded to the Technical Authority identified under the section entitled "Authorities" of the Contract for certification and payment.



- b. Upon request, 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 British Columbia.

## **6.10 Warranty**

- a. 2010A (2016-04-04), General Conditions - Goods (Medium Complexity), Section 09 1 is amended as follows:

Delete: 12 months  
Insert: four (4) years

- b. The Mail Screening X-Ray machine must come with a four (4) year warranty covering all parts, labor and software updates/upgrades.

## **6.11 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 supplemental general conditions
  - 4001 (2015-04-01) Hardware Purchase, Lease and Maintenance;
  - 4003 (2010-08-16) Licensed Software;
- (c) the general conditions 2010A (2016-04-04) General Conditions - Goods (Medium Complexity);
- (d) Annex "A", Statement of Requirement;
- (e) Annex "B", Basis of Payment;
- (f) Annex "C", Security Requirements Check List;
- (g) the Contractor's bid dated \_\_\_\_\_. (*insert date of bid*)

## **6.12 Procurement Ombudsman**

### **6.12.1 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](mailto:boa-opo@boa-opo.gc.ca).

### **6.12.2 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](mailto:boa-opo@boa-opo.gc.ca).

### **6.13 SACC Manual Clauses**

G1005C (2016-01-28) Insurance – No Specific Requirement  
A9068C (2010-01-11) Government Site Regulations  
B1501C (2006-06-16) Electrical Equipment

### **6.14 Inspection and Acceptance**

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



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## **ANNEX "A" - REQUIREMENT**

### **1.0 SCOPE**

The Royal Canadian Mounted Police (RCMP) has a requirement for the purchase and installation of one (1) Mail Screening X-Ray Machine for the security screening and scanning of incoming mail and parcels.

### **2.0 Mandatory Equipment Requirements**

#### **2.1 Detection Capacities – Items and Substances of Interest:**

Mail Screening X-Ray Machine must be able to:

- 2.1.1 display material threats, including but not limited to drugs and plastic explosives, conventional metallic threats, such as guns and knives, and composite weapons in a parcel even when clutter is present;
- 2.1.2 detect materials (including liquids, solids and powders);
- 2.1.3 differentiate between metals, organics, non-organics, liquids and powders;
- 2.1.4 work on a minimum two (2) generator system for advance detection algorithms of bulk explosives and liquid detection, powders;
- 2.1.5 provide a minimum of two-sided view of objects;
- 2.1.6 provide threat aid identification software that assists the operator in identify threat objects such as explosive and high-density objects;
- 2.1.7 wire detection must be a minimum of 38-40 AWG; and
- 2.1.8 penetration standard (steel) must be at least 30 mm;
- 2.1.9 Produce a clear and contrasted images of the target objects.

#### **2.2 Monitor/Display Requirement:**

- 2.2.1 The system must be able to produce two images that are displayed simultaneously on two color LCD monitors, minimum 19" – maximum 22", with 1280 x 1024 minimum screen resolution;
- 2.2.2 Must be capable of displaying both grey scale and color images; and
- 2.2.3 Must use standard commercial industrial video connection (e.g. SVGA or HDMI).

#### **2.3 RCMP Physical Environment and Performance Needs:**

The following specifications form minimum acceptability for the overall dimension of the Mail Screening X-Ray Machine:

- 2.3.1 Overall length without conveyer belt or with a nose conveyer belt: maximum of 3500 mm;
- 2.3.2 Overall width: maximum 1500 mm;
- 2.3.3 Overall height: maximum 1700 mm;





- 2.3.4 Tunnel Opening: minimum 750(W) X 550(H) mm;
- 2.3.5 Conveyor belt package with minimum capacity of 50 kg; and
- 2.3.6 Conveyor belt height minimum 736 mm from floor;
- 2.3.7 Fully assembled machine must fit into a room, with the largest open area being 5.6 metres by 2.59 metres, and must fit through the door opening of 1.79 metres.

## 2.4 Environmental Operating Conditions:

The Mail Screening X-Ray machine must be able to operate within the following minimum and maximum environmental conditions:

- 2.4.1 Storage temperature range: -10°C to 50°C
- 2.4.2 Operating temperature range: 0°C to 40°C
- 2.4.3 Relative Humidity range: 10 to 90% (non-condensing)
- 2.4.4 Maximum allowable noise level: < 70dB (A)

## 2.5 Power Requirements

The Mail Screening X-Ray machine must be powered from a standard electrical outlet:

- 2.5.1 Voltage: 110 – 120 VAC ± 10%; 15 amps maximum
- 2.5.2 Frequency: 60 Hz ± 1.5%
- 2.5.3 Transient: Voltage surge protection
- 2.5.4 Any change in the source of the input power or any fluctuation within the above limits shall not cause damage to the unit, nor shall it cause the un-commanded generation of X-rays.
- 2.5.5 The system must not generate X-rays when power is first turned on or following any power failure, except as required for internal system calibration.

## 2.6 Uninterruptable Power Supply (UPS)

- 2.6.1 The system must include an uninterruptible power supply (UPS) capable of providing power for a minimum of 1.5 times the manufacturer's recommended time for controller shutdown procedures.
- 2.6.2 The UPS must audibly and visually indicate when it is in operation. The system must also display an estimated time to exhaustion under maximum load whether through the X-Ray graphical user interface or independently.

## 2.7 Continuous Operation Requirements

- 2.7.1 The X-Ray must be continuous duty rated.



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## **2.8 Mechanical and Functional Design and Specification**

The Mail Screening X-Ray Machine must have the following mechanical and /or functional characteristics:

- 2.8.1 Clear labeling of and easy access to all controls and test points required for calibration and testing;
- 2.8.2 Clear labeling permanently affixed to the exterior of the unit identifying the manufacturer, the model or assembly number, the serial number and the main power source;
- 2.8.3 Indicator lights at both ends of tunnel opening which illuminate when the X-Ray generators are functioning;
- 2.8.4 Password protection to prevent unauthorized operation of scanner or modifying control settings;
- 2.8.5 Minimum of 3 levels are required (Operators, Supervisors, and Technicians). Supplier responsible for initial customization, with instructions to be provided to end user on how to amend if necessary;
- 2.8.6 Equipped with a package counter;
- 2.8.7 Industry Standard numbers of free programmable keys;
- 2.8.8 Built-in test and diagnostic functions to allow operators and service technicians to view critical information and identify/resolve issues efficiently;
- 2.8.9 Equipped with a minimum of (1) "Emergency-Stop" button;
- 2.8.10 Scanner must operate and scan in both forward and reverse direction (bi-directional scanning);
- 2.8.11 Auto reverse feature to ensure incomplete scan or trailing objects are automatically rescanned;
- 2.8.12 The X-ray system must be capable of producing images of the components and contents of target objects using non-intrusive dual view X-ray imaging techniques. "Dual view" is defined as an X-ray imaging system that would provide two transmission X-ray images of the object, first image displayed on one monitor screen must be a top transmission X-ray images and the second view displayed on another monitor screen must be a side transmission X-ray of the inspected object.
- 2.8.13 Automatic X-Ray generator warm up - (no technician required);
- 2.8.14 X-Ray generator with optimized spectrum.

## **2.9 Image Recall and Archiving**

The X-Ray must have the following image recall and archiving characteristics:

- 2.9.1 USB port located on external panel for ease of providing software updates and archive downloading; software updates to be provided by supplier when or as needed.
- 2.9.2 Ability to export images or reformat images in multiple common data formats (e.g. JPEG, BMP);
- 2.9.3 Review feature of last ten (10) articles scanned, for immediate reference and recall by operator;
- 2.9.4 Multi-energy (tri-material classification) (orange, green, blue);



- 2.9.5 Organic/inorganic stripping;
- 2.9.6 Continuously variable contrast adjustment (grey scale);
- 2.9.7 Enlargement up to a minimum of sixteen (16) times of original dimension;
- 2.9.8 Zoom overview and stepless zoom;
- 2.9.9 Automatic image archiving with date and time stamp;
- 2.9.10 Reverse video (black and white and color);
- 2.9.11 High density alert;
- 2.9.12 Pseudo color images.

## **2.10 Interference**

- 2.10.1 The performance of the X-Ray must not be affected by the presence and use of standard electronic equipment.
- 2.10.2 The system must not interfere with any standard office electronic equipment at a minimum distance of one (1) meter or more.

## **2.11 Safety Requirement/Standards**

The X-Ray must comply with the following Canadian Health and Safety regulation, laws and or codes:

- 2.11.1 Radiation Emitting Devices Act, Radiations Emitting Devices (RED) Regulations, Schedule 2 Part IV: inclusive of the following:
  - i. Must include two (2) shrouds that meet Health Canada Regulations which extend 50 cm from curtains to provide physical barrier to prevent reaching into lead curtain area
  - ii. Must include operator present device such as foot-mat
  - iii. Must include bilingual radiation safety labeling
  - iv. The average exposure rate of X-Rays, averaged over a period that is not less than 5 minutes, to an object having a 10 square centimeter cross section and centered at 5 centimeters from any accessible external surface of the device or from the imaginary plane surface that is drawn to close openings of the device, where packages are inserted or removed does not exceed 0.5 mill roentgen per hour;
- 2.11.2 Health Canada: Requirement for the Safe Use of Baggage X-Ray Inspection System; Safety Code 29; inclusive of Section 3.1 (3) which ensures the radiation safety training program has been reviewed and approved by Health Canada (Radiation Protection Regulatory Authority) furthermore the annual radiation survey per Health Canada Safety Code 29 included for a five years (located at <http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/code-29/index-eng.php>)
- 2.11.3 Canadian Standards Association, Canadian Electrical Code;



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- 2.11.4 Must be compliant with Canadian Labor Code applicable sections of CLC Part II, Section 125 (g), Section 10.26 (3), Section 126 (1) (b), Section 126 (1) (c);
  - 2.11.5 Contractor must register the scanner with the appropriate Regulator (Ministry of Labour, Radiation Protection Bureau) and provide all license application documentation including site plans, CAD drawings, completion of Form 1 and Form 2 a and 2 b prior to installation of system.
  - 2.11.6 All other relevant Federal, Provincial, and Municipal statutes and regulations in effect at the time and place of installation.

### **3.0 Manuals**

One complete set of operator and maintenance instructions in English and in French or in Bilingual format must be provided with the system.

### **4.0 Installation and Removal and Disposal of Existing Equipment**

#### **a) Installation**

On-site installation of the system must be provided and be carried out by a company certified service technician(s)

#### **b) Removal and Disposal of Existing Equipment**

Removal and disposal of one (1) existing Mail Screening X-Ray machine (model number: RapisScan 522B) which includes de-commissioning, packaging and removal of the equipment must be provided and included in the firm lot price.

### **5.0 Training**

On-site Operator Training (Surrey, British Columbia) must be provided English for up to 15 users covering Installation testing, safety requirements, Periodic Calibration (including daily confirmation test), Routine Maintenance by Operator (including cleaning), Troubleshooting, hardware maintenance procedures and software usage and included in the firm lot price, travel and living included.

The exact date, time and location of the training will be mutually agreed upon between the Contractor and the Technical Authority stated herein.

### **6.0 Service and Maintenance**

Purchase of the system must include: technical support; technical phone support; support via the Internet; and support via a fax-back document system.

On-site service must be available Monday to Friday between the business hours of 8:00 am to 4:00 pm, local time, excluding statutory holiday.

Response for on-site service must be within two (2) business days of receipt of request. If a system is down for more than 2 consecutive days from the response date, a replacement unit must be provided at no additional costs.



**ANNEX “B” - BASIS OF PAYMENT**

Item Description	Name of Manufacturer	Part No./ Serial No.	Qty	Firm Lot Price
Mail Screening X-Ray Machine as detailed at Annex “A.” including <ul style="list-style-type: none"><li>• Installation</li><li>• Manuals</li><li>• Training</li><li>• Removal and disposal</li><li>• Service and maintenance</li><li>• 4 year warranty</li></ul> Delivered Duty Paid (DDP) - (Surrey, British Columbia), including all customs duties, transport and delivery charges			1	\$
			Total	\$

**Shipping Instructions – Delivery at Destination**

1. Goods must be consigned to the destination specified in the Contract and delivered:  
  
DDP Delivered Duty Paid (Surrey, British Columbia) Incoterms 2010 for shipments from a commercial contractor.
2. The Contractor will be responsible for all delivery charges, administration, costs and risks of transport, and customs clearance, including the payment of customs duties and taxes.



**ANNEX "C"- SECURITY REQUIREMENTS CHECK LIST**

Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction
Royal Canadian Mounted Police		Corporate Management and Comptrollership Branch
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Purchase and installation of an X-Ray Mail Scanning Machine		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input 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 checked="" 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"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité







Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

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

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

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

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

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

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

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

Special comments:  
 Commentaires spéciaux : \_\_\_\_\_

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
 REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
 Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui  
 If Yes, will unscreened personnel be escorted?  
 Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).





**APPENDIX “A” - MANDATORY REQUIREMENTS AND COMPLIANCE TABLE**

The Bidder must provide documentation (example: instrument specification, publication, and documented data) demonstrating that their proposed products **meet and comply with all** the technical specifications listed below under the Mandatory Specifications. When published documentation does not demonstrate compliance, a written narrative demonstrating compliance may be accepted.

ITEM	MANDATORY SPECIFICATIONS	COMPLIANT? YES OR NO	SUBSTANTIATE IN DETAIL HOW THIS REQUIREMENT IS MET OR CROSS REFERENCE TO TECHNICAL OFFER (PAGE & PARAGRAPH)
2.0	<b>Mandatory Equipment Requirement</b>		
2.1	<b>Detection Capacities – Items and Substances of Interest</b>		
2.1.1	display material threats, including but not limited to drugs and plastic explosives, conventional metallic threats, such as guns and knives, and composite weapons in a parcel even when clutter is present;		
2.1.2	Must be able to detect materials (including liquids, solids and powders)		
2.1.3	Must be able to differentiate between metals, organics, non-organics, liquids and powders;		
2.1.4	Must be able to work on a minimum two (2) generator system for advance detection algorithms of bulk explosives and liquid detection, powders;		
2.1.5	Must be able to provide a minimum of two-sided view of objects		
2.1.6	provide threat aid identification software that assists the operator in identify threat objects such as explosive and high-density objects;		
2.1.7	wire detection must be a minimum of 38-40 AWG		
2.1.8	penetration standard (steel) must be at least 30 mm.		
2.1.9	Produce a clear and contrasted images of the target objects		
2.2	<b>Monitor/Display Requirement</b>		
2.2.1	The system must be able to produce two images that are displayed simultaneously on two color LCD monitors, minimum 19” – maximum 22”, with 1280 x 1024 minimum screen resolution		
2.2.2	Must be capable of displaying both grey scale and color images		
2.2.3	Must use standard commercial industrial video connection (e.g. SVGA or HDMI)		
2.3	<b>RCMP Physical Environment and Performance Needs</b>		
	The following specifications form minimum acceptability for the		



	<b>overall dimension of the Mail Screening X-Ray Machine</b>		
2.3.1	Overall length with conveyor belt or with a nose conveyer belt must be a maximum of 3500 mm		
2.3.2	Overall width: maximum 1500 mm		
2.3.3	Overall height: maximum 1700 mm		
2.3.4	Tunnel Opening: minimum 750 (W) X 550(H)mm		
2.3.5	Conveyor belt package must have a minimum capacity of 50 kg		
2.3.6	Conveyor belt height minimum 736 mm from floor		
2.3.7	Fully assembled machine, with conveyer belt must fit into a room, with the largest open area being 5.6 metres by 2.59 metres, and must fit through the door opening of 1.79 metres		
2.4	<b>Environmental Operating Conditions</b>		
	The Mail Screening X-Ray machine must be able to operate within the following minimum and maximum conditions:		
2.4.1	Storage temperature range:-10°C to 50°C		
2.4.2	Operating temperature range: 0°C to 40°C		
2.4.3	Relative Humidity range: 10 to 90% (non-condensing)		
2.4.4	Maximum allowable noise level must be <70dB (A)		
2.5	<b>Power Requirements</b>		
	The Mail Screening X-Ray machine must be powered from a standard electrical outlet		
2.5.1	Voltage: 110 – 120 VAC ± 10%; 15 amps maximum		
2.5.2	Frequency: 60 Hz ± 1.5%		
2.5.3	Transient: Voltage surge protection		
2.5.4	Any change in the source of the input power or any fluctuation within the above limits must not cause damage to the unit, nor shall it cause the un-commanded generation of x-rays		
2.5.5	The system must not generate x-rays when power is first turned on or following any power failure, except as required for internal system calibration		
2.6	<b>Uninterruptable Power Supply (UPS)</b>		
2.6.1	The system must include an uninterruptible power supply (UPS) capable of providing power for a minimum of 1.5 times the manufacturer's recommended time for controller shutdown procedures		
2.6.2	The UPS must audibly and visually indicate when it is in operation. The system must also display an estimated time to exhaustion under maximum load whether through the X-Ray graphical user interface or		



	independently		
2.7	<b>Continuous Operation Requirements</b>		
2.7.1	The X-Ray must be continuous duty rated		
2.8	<b>Mechanical and Functional Design and Specification</b>		
2.8.1	Must have clear labeling of and easy access to all controls and test points required for calibration and testing		
2.8.2	Must have clear labeling permanently affixed to the exterior of the unit identifying the manufacturer, the model or assembly number, the serial number and the main power source		
2.8.3	Must have Indicator lights at both ends of tunnel opening which illuminate when the X-Ray generators are functioning		
2.8.4	Must have password protection to prevent unauthorized operation of scanner or modifying control settings		
2.8.5	Minimum of 3 levels are required (Operators, Supervisors, and Technicians).Supplier responsible for initial customization, with instructions to be provided to end user on how to amend if necessary;		
2.8.6	Must be equipped with a package counter		
2.8.7	Must have Industry Standard numbers of free programmable keys		
2.8.8	Must have built-in test and diagnostic functions to allow operators and service technicians to view critical information and identify/resolve issues efficiently		
2.8.9	Must be equipped with a minimum of (1) "Emergency-Stop" button;		
2.8.10	Scanner must operate and scan in both forward and reverse direction (bi-directional scanning)		
2.8.11	Must have an auto reverse feature to ensure incomplete scan or trailing objects are automatically rescanned		
2.8.12	The X-ray system must be capable of producing images of the components and contents of target objects using non-intrusive dual view X-ray imaging techniques. "Dual view" is defined as an X-ray imaging system that would provide two transmission X-ray images of the object, first image displayed on one monitor screen must be a top transmission X-ray images and the second view displayed on another monitor screen must be a side transmission X-ray of the inspected object.		
2.8.13	Must have automatic X-Ray generator warm		



	up - (no technician required);		
2.8.14	Must have X-Ray generator with optimized spectrum		
<b>2.9</b>	<b>Image Recall and Archiving</b>		
2.9.1	Must have a USB port located on external panel for ease of providing software updates and archive downloading; software updates to be provided by supplier when or as needed.		
2.9.2	Must be capable of exporting or reformatting images in multiple common data formats (e.g. JPEG, BMP)		
2.9.3	Must be able to display on-screen view of last ten (10) articles scanned, for immediate reference and recall by operator		
2.9.4	Must have Multi-energy (tri-material classification) (orange, green, blue) marking		
2.9.5	Must be capable of organic/inorganic stripping		
2.9.6	Must have continuous variable contrast adjustment (grey scale);		
2.9.7	Must be capable of enlarging image up to a minimum of sixteen (16) times the original dimension		
2.9.8	Must have Zoom overview and stepless zoom		
2.9.9	Must have automatic image archiving with date and time stamp		
2.9.10	Must be able to reverse video (black and white and color)		
2.9.11	Must have high density alert		
2.9.12	Must produce Pseudo color images		
<b>2.10</b>	<b>Interference</b>		
2.10.1	The performance of the X-Ray must not be affected by the presence and use of standard electronic equipment.		
2.10.2	The system must not interfere with any standard office electronic equipment at a minimum distance of one (1) meter or more.		
<b>2.11</b>	<b>Safety Requirement/Standards</b>		
2.11.1	Radiation Emitting Devices Act, Radiations Emitting Devices (RED) Regulations, Schedule 2 Part IV: inclusive of the following:  <ul style="list-style-type: none"> <li>i. Must include two (2) shrouds that meet Health Canada Regulations which extend 50 cm from curtains to provide physical barrier to prevent reaching into lead curtain area</li> <li>ii. Must include operator present device such as foot-mat</li> </ul>		



	<p>iii. Must include bilingual radiation safety labeling</p> <p>iv. The average exposure rate of X-Rays, averaged over a period that is not less than 5 minutes, to an object having a 10 square centimeter cross section and centered at 5 centimeters from any accessible external surface of the device or from the imaginary plane surface that is drawn to close openings of the device, where packages are inserted or removed does not exceed 0.5 mill roentgen per hour</p>		
2.11.2	Health Canada. Requirement for the Safe Use of Baggage X-Ray Inspection System; Safety Code 29; inclusive of Section 3.1 (3) which ensures the radiation safety training program has been reviewed and approved by Health Canada (Radiation Protection Regulatory Authority) furthermore the annual radiation survey per Health Canada Safety Code 29 included for a five years (located at <a href="http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/code-29/index-eng.php">http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/code-29/index-eng.php</a> )		
2.11.3	Canadian Standards Association, Canadian Electrical Code		
2.11.4	Must be compliant with Canadian Labor Code applicable sections of CLC Part II, Section 125 (g), Section 10.26 (3), Section 126 (1) (b), Section 126 (1) (c)		
2.11.5	Supplier will register the scanner with the appropriate Regulator (Ministry of Labor, Radiation Protection Bureau) and provide all license application documentation including site plans, CAD drawings, completion of Form 1 and Form 2 a and 2 b prior to installation of system		
2.11.6	All other relevant Federal, Provincial, and Municipal statutes and regulations in effect at the time and place of installation.		
3.0	<b>Warranty</b>		
3.1	The Mail Screening X-Ray machine must come with a four (4) year warranty covering all parts, labor and software updates/upgrades.		