



Royal Canadian Mounted Police
Gendarmerie royale du Canada

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS A :

Bid Receiving/Réception des soumissions
 Front Desk
 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: - Commentaires :

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

Title – Sujet Modular Walk-in Vault/Safe		Date 2018-11-07
Solicitation No. – N° de l’invitation M2989-8-0118/A		
Client Reference No. - No. De Référence du Client		
Solicitation Closes – L’invitation prend fin		
At /à :	14 :00	PDT (Pacific Standard Time) HAP (heure normale du Pacifique)
On / le :	2018/12/18	
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		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à Stephanie.kington@rcmp-grc.gc.ca		
Telephone No. – No. de téléphone 778-290-2816	Facsimile No. – No. de télécopieur 778-290-6110	
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

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. Statement of Requirement

The requirement is detailed under Annex "A" 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. You can also obtain more information on the OPO services available to you at their website at 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).

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.

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 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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.

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 separately bound sections as follows:

Section I: Technical Bid (1 hard copy)
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-procurement-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-procurement-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

Bidders must submit Annex E – Mandatory Technical Criteria.

Section II: Financial Bid

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

Section III: Certifications

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

3.1.1 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

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.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

- (a) Refer to Annex "E".

4.1.2 Financial Evaluation

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

4.1.3 Basis of Selection

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

The lowest evaluated Firm Unit Price will be the sum of (A) and (B) on Annex D, Basis of Payment.

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).

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

- (a) All installers, technicians, tradesmen, sub-contractors or employees must obtain a Facility Access Level 2 (FA-2) clearance prior to commencing on-site work as per Royal Canadian Mounted Police policies. This requirement includes any and all on-site pre-fabrication requirements.
- (b) Facility Access 2 with Escort: Contractors working on site must be escorted by a knowledgeable RCMP escort.

6.2 Statement of Requirement

The Contractor must provide the Mobile Walk-In Safe/Vault in accordance with 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 (2018-06-21), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Complete Delivery

The Contractor must make the complete delivery and install within 14 weeks from the effective date of the Contract.

Maintenance Period to commence upon complete delivery and installation for a period of three (3) years.

6.4.2 Delivery Points

- (a) 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

- (a) The Contracting Authority for the Contract is:

Stephanie Kington
Procurement Officer
RCMP – Movable Assets and Procurement & Contracting
Mailstop #909, 14200 Green Timbers Way
Surrey, BC V3T 6P3
Tel: 778-290-2816
Fax: 778-290-6110
Email: stephanie.kington@rcmp-grc.gc.ca

- (b) 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

- (a) The Project Authority for the Contract is: [\(to be completed at contract award\)](#)

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

Telephone : _____
Facsimile: _____
E-mail: _____

- (b) 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 completed at contract award)

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

Telephone : _____
Facsimile: _____
E-mail: _____

6.6 Payment

6.6.1 Basis of Payment

- (a) In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex "D" for a cost of \$ _____ (to be completed at contract award). Customs duties are included and Applicable Taxes are extra.
- (b) 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 Multiple Payments

- (a) Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:
 - (i) 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;
 - (ii) all such documents have been verified by Canada;
 - (iii) the Work delivered has been accepted by Canada.

6.6.3 T1204-Direct Request by Customer Department

- (a) Pursuant to paragraph 221 (1)(d) of the [Income Tax Act](#), R.S. 1985, c. 1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.
- (b) To enable departments and agencies to comply with this requirement, the Contractor must provide Canada, upon request, its business number or Social Insurance Number, as applicable. (These requests may take the form of a general call-letter to contractors, in writing or by telephone).

6.6.4 Taxes – Foreign-based Contractor

- (a) Unless specified otherwise in the Contract, the price includes no amount for any federal excise tax, state or local sales or use tax, or any other tax of a similar nature, or any Canadian tax whatsoever. The price, however, includes all other taxes. If the Work is normally subject to federal excise tax, Canada will, upon request, provide the Contractor a certificate of exemption from such federal excise tax in the form prescribed by the federal regulations.
- (b) Canada will provide the Contractor evidence of export that may be requested by the tax authorities. If, as a result of Canada's failure to do so, the Contractor has to pay federal excise tax, Canada will reimburse the Contractor if the Contractor takes such steps as Canada may require to recover any payment made by the Contractor. The Contractor must refund to Canada any amount so recovered.

6.6.5 Canadian Customs Duties and Sales tax – Foreign-based Contractor

- (a) Canadian customs duties and sales tax, if applicable, are extra to the Contract Price and payable by Canada.

6.7 Invoicing Instructions

- (a) 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.

6.7.1 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 Contracting Authority identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 Compliance

- (a) 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

- 6.9.1** The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

6.10 Priority of Documents

6.10.1 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 (2018-06-21), General Conditions (Goods Medium Complexity);
- (c) Annex A, Statement of Requirement;
- (d) Annex B, Site Drawing
- (e) Annex C, Security Requirements Check List;
- (f) Annex D, Basis of Payment;
- (g) Annex E, Mandatory Criteria;
- (h) Annex F, Agreement of Non-disclosure and Confidentiality;
- (i) The Contractor's bid dated _____

6.11 Procurement Ombudsman

6.11.1 Dispute Resolution Services

- (a) 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.
- (b) 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

- (a) 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.
- (b) 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 Electrical Equipment

6.12.1 All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the [Canadian Electrical Code](#), Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

6.13 Commercial General Liability Insurance

6.13.1 The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

6.13.2 The Commercial General Liability policy must include the following:

- (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

- (m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- (n) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- (o) Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

ANNEX "A"
STATEMENT OF REQUIREMENT

1. TITLE

- 1.1. Purchase and Installation of a Modular Walk –In Vault/Safe

2. ACRONYMS

- (a) RCMP: Royal Canadian Mounted Police
- (b) UL/ULC: Underwriters Laboratories Standards
- (c) TRTL: Common tools and Torches
- (d) P3: Public Private Partnership
- (e) OIC: Officer in Charge
- (f) NCO: Non Commissioned Officer
- (g) IC: In Charge

3. BACKGROUND

- 3.1. The RCMP E Division Headquarters Exhibit Facility requires the supply and install of a Modular Vault.

4. SCOPE OF REQUIREMENT

- 4.1. To supply and install one (1) UL/ULC Class 1 Scalable Modular Portable Vault consisting of ceiling, floor, walls and door.

5. SPECIFICATION

- 5.1. Class 1 Scalable Modular Vault with steel door, (wall panels, door, floors and ceilings) to provide 30 minutes of resistance to withstand attack by common mechanical tools, electric tools, cutting torches, or any combination of these means on all 6 sides, but not attacks using a burning bar (thermal lance) or explosives. Must be tested and approved by Underwriters Laboratories Inc. (UL) or ULC Standards (ULC).
- 5.2. The vault must be portable and can be moved.
- 5.3. The vault must be scalable to accommodate a change in size.
- 5.4. The vault must be able to accommodate an additional door as required.
- 5.5. The inside dimensions of the vault must be: 2 743 mm (9'-0") ceiling height above the finished floor with one directional roof panel layout (see attached drawing). The outside dimensions of the vault must be: 3 048 mm x 3 658 mm (10'-0" wide x 12'-0" long).
- 5.6. The wall thickness of the vault must have a minimum wall thickness of at least 101mm (4") and gravity load to walls W1 and W2 (see attached drawing) and must not exceed 1,340 Kg. per metre / 900 lbs. per linear foot.

- 5.7. The vault must have a maximum overall vertical gravity weight of 19,050 Kg (42,000 lbs).
- 5.8. Must provide ability (means) of installing interior vault lighting.
- 5.9. The vault must have an UL/ULC Class 1 vault door, with clear opening of 864 mm (34") wide x 2 007 mm (79") high, positioned centered in the west wall (see attached drawing) and swinging outwards.
- 5.10. 2 x Door locks to be UL/ULC rated Group 1 or 1R combination lock providing a high resistance to unauthorized opening (Group 1), including resistance to radiological attacks (Group 1R).
- 5.11. The vault must have an interior emergency release device for door.
- 5.12. The vault must have a day gate.
- 5.13. The vault must have an emergency vault ventilator.

6. SITE CONDITIONS

- 6.1. The exterior loading area is paved and able to support the weight of fork truck and material.
- 6.2. There is a flat path of entry, receiving doors and no stairs.
- 6.3. There is a clear interior path to the installation site of 3 000 mm / 9'-10" high x 3 000 mm / 9'-10" wide.
- 6.4. The slab is structurally sound at the installation site, has a maximum capacity of 19,050 Kg. / 42,000 lbs., and has a floor finish of polished concrete.
- 6.5. There is a clear interior building height above the finished floor of a minimum of 3 658 mm / 12' in the vault's proposed area.

7. MAINTENANCE SERVICES

7.1. Maintenance services must be provided. The Contractor must provide a contact for maintenance and technical support who will be able to respond and be on-site (if needed or required) within a 48 hour timeframe. The contractor must provide the following maintenance services:

- (a) **Time Lock Maintenance (3 Movement):** Required a minimum of once per year
 - (i) Inspection consists of full disassembly and complete servicing of component parts, where required, adjust to zero and check locking;
 - (ii) Component parts included, but are not limited to, escapement blocks, balance wheels, bridge escape wheel, Pallet Bridge, cap jewels, movement train and train wheel pivots, check mounting plate, screws, locking assembly, linkage mechanism and tongue plates.
- (b) **Vault Door Combination Lock Maintenance:** Required a minimum of once per year.
 - (i) The Vault door combination lock must be fully disassembled, inspected and serviced as required. Worn locks and wheel packs will be replaced (with prior approval);
 - (ii) Upon completion of combination lock service, the technician shall close, lock and open the door;
 - (iii) The objective is to inspect proper fit of the door to the jam and any evident operational problems with the bolt work.
- (c) **Vault Door Bolt Maintenance:** Required a minimum of once every 3 years.
 - (i) The bolt work and relocking devices must be inspected, checked and serviced; The emergency escape devices and vault ventilators must be included in the inspection; Servicing includes checking general operation of door, hinge setting, fit of door into jam, removal of back bolt cover plate, inspection of relocking devices for corrosion, pin settings and general conditions, inspect all bolt work components for operation, wear and proper lubrication and some disassembly maybe required; inspections of emergency release devices for proper operation, adjustments as required.

8. DELIVERABLES

- 8.1. The contractor must provide stamped engineer drawings (11"x17" minimum) upon the request of the Project Authority or Contracting Authority.
- 8.2. The contractor's installers must provide the completed vault together with a checklist including physical photos (8"x5") or digital images on a CD/USB key to verify complete installation and product condition at time of handover to Canada.
- 8.3. The contractor must provide a minimum one (1) hour of on-site training of the vault's mechanism system on an as and when requested basis from the Project Authority which must include one (1) hard copy written and one (1) electronic Instruction manual in English.

9. CONSTRAINTS

- 9.1. Work will be conducted within a P3 environment and the successful contractor must submit paperwork for Work Permits within the building to Bouygues Energies, the Facility Management Company of the Green Timber Site.
- 9.2. The successful contractor must fill out the following forms:
 - (a) Pre-Works Risk Assessment
 - (b) Method Statement
- 9.3. The RCMP Project Authority will provide the contractor with both Forms.
- 9.4. The forms must be submitted to Bouygues Energies a minimum of 4-business days in advance of the proposed work. A work permit is required for each day of work on the site.
- 9.5. Access to the work site can only occur between 0800 and 1600 hours.

10. CONFIDENTIALITY

- 10.1. The Contractor must keep all information provided, obtained or generated under this contract confidential, and all information conceived, developed or produced by the Contractor must be solely for the purpose of the Contract and will remain the property of the RCMP.
- 10.2. The Contractor must sign the non-disclosure agreement on Annex "F".

11. RCMP RESPONSIBILITIES

- 11.1. The RCMP will provide all day escort of the contractor's personnel.
- 11.2. The RCMP Office-in-Charge or Non-Commissioned Officer-in-Charge will ensure that all doors providing access to restricted areas are kept secure when the contractor's personnel are in the work area.
- 11.3. The RCMP will ensure that all sensitive information and assets will be concealed from view or removed from the work area before the contractor's personnel are permitted access.
- 11.4. The RCMP custodian must be present within the secure areas when the contractor's personnel are present.

12. DELIVERY /LOCATION OF WORK

- 12.1. Delivery Site is to:
14200 Green Timbers Way,
Surrey, BC V3T 6P3

13. LANGUAGE OF WORK

- 13.1. The work will be performed in English.

14. TRAVEL AND LIVING COSTS

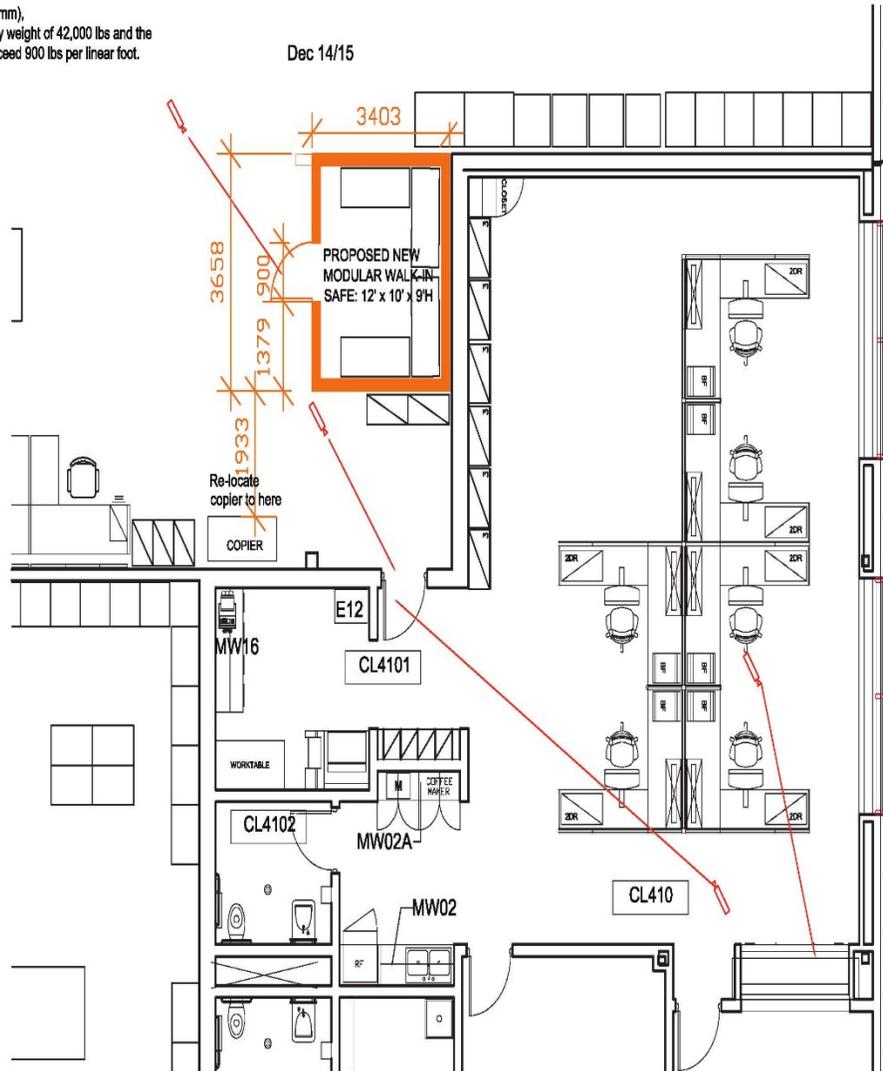
- 14.1. All travel and living costs associated with this contract are to be included in the Unit Price.

ANNEX "B" SITE DRAWING

Walk in Vault

The proposed modular panel vault with the following parameters:

1. Plan area of 12' (3658 mm) by 10' (3048 mm),
2. Inside ceiling height of 9' (2743 mm)
3. Assumed 6 sided unit,
4. One directional roof panel layout.
5. Minimum wall panel thickness of 5" (125mm), can have a maximum overall vertical gravity weight of 42,000 lbs and the gravity load to walls W1 or W2 shall not exceed 900 lbs per linear foot.



PROJECT: CL330 WALK IN VAULT

DWG Number: SKA-1
2016-08-04
Rev.: 2018-02-19

ANKENMAN MARCHAND ARCHITECTS

1943 West 28th Av
Vancouver, BC
V6J 1K6

Tel: (604) 672-2286
Fax: (604) 672-2933
Email: info@ankenman.com

ANNEX "C"
SECURITY REQUIREMENTS CHECK LIST

N 2016 111 20408

 Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat LOG: M2989-8-0118
Security Classification / Classification de sécurité

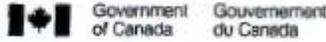
SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine SCSP		2. Branch or Directorate / Direction générale ou Direction "E" Division Headquarters
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 A scabble modular vault (12' x 12' x 6' high) is being procured and will be installed in CL330 (Géhibit Warehouse) - see drawing attached. The vault will be fabricated off-site and then brought to EHQ for installation. The vault modules will be moved into place using a forklift; it's unknown if the forklift will be one already on site or a rented one. Electricians will be required to connect the vault to the building's electrical system. The vendor is unknown at this time as its purchase will be done by RCMP EHQ Procurement.		
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? (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 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 type="checkbox"/> No / Non <input checked="" 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 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 <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET <input type="checkbox"/>	NATO TOP SECRET <input type="checkbox"/>	SECRET <input type="checkbox"/>
TOP SECRET <input type="checkbox"/>	COSMIC TOP SECRET <input type="checkbox"/>	TOP SECRET <input type="checkbox"/>
TRÈS SECRET <input type="checkbox"/>	COSMIC TRÈS SECRET <input type="checkbox"/>	TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) <input type="checkbox"/>
TRÈS SECRET (SIGINT) <input type="checkbox"/>		TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité


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Contract Number / Numéro du contrat LOG: M2989-8-0118
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PART B (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?
If Yes, indicate the level of sensitivity.
Dans l'affirmative, indiquer le niveau de sensibilité. No 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? No Yes
Non 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 COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input checked="" type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS FA2 with escort			

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 Yes
Non Oui

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

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

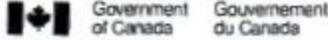
11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
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Canada
PAGE 2



Contract Number / Numéro du contrat
LOG: M2989-8-0118
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 of 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 RESTRICTÉE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET	
Workman / Assets Personnel / Biens Production																	
IT Media / Support TI																	
IT Link / Lien Réseau																	

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).

ANNEX "D"
BASIS OF PAYMENT

All unit prices entered are to include the following: all labour, installation, materials, tools, equipment, delivery, overhead, profit, stamped engineered drawings, travel and living costs, fees and surcharges required to complete the work as described in Annex A and Annex B.

Table "A" – Purchase Requisition

Item	Description	Estimated Quantity (a)	Unit of measure	Unit Price (Price per unit of measure) (b)	Evaluation Price (a)x(b)
1	Vault: UL/ULC Class 1 Scalable Modular Vault as per Annex A and Annex B	1	each	\$_____/each	\$_____
2	On-site training on the vault's mechanisms after installation (on an as and when requested basis from the Project Authority)	1	hour	\$_____/hour	\$_____
TOTAL Purchase Requisition (A)					

Table "B" – Maintenance Services

Item	Description	Estimated Quantity (a)	Unit of measure	Unit Price (Price per unit of measure) (b)	Evaluation Price (a)x(b)
1	Time Lock Maintenance – minimum once per year	8	hours	\$_____/hour	\$_____
2	Vault Door Combination Lock – minimum once per year	14	hours	\$_____/hour	\$_____
3	Vault door bolt maintenance – minimum once every 3 years	12	hours	\$_____/hour	\$_____
TOTAL Maintenance Services (B)					

Total Bid Price (A) + (B): \$ _____

ANNEX "E"
MANDATORY EVALUATION CRITERIA

The requested information below is **MANDATORY**.

All information provided will form part of the contract.

The information provided by the Bidder may be verified by Canada. Failure by the Bidder to provide the information required or in the event the Bidder is unable to provide/perform the work listed below (ex. Bidder indicates with a check in the NO column), the Bidder shall be disqualified and no further consideration will be given to the Bidder.

Mandatory Requirement	YES	NO
The Bidder has read and fully understands the requirement stated in Annex A and Annex B and will provide all necessary goods and services listed		

As per Annex A, Section 7 Maintenance Services 7.1, Bidders are to list the contact person(s) information below.

Contact for Maintenance Support of UL/ULC Class 1 Scalable Modular Vault:

Name:
Telephone Number:
Mobile Number (if different from above):
Email Address:

Contact for Technical Support of UL/ULC Class 1 Scalable Modular Vault:

Name:
Telephone Number:
Mobile Number (if different from above):
Email Address:

ANNEX "F"
AGREEMENT OF NON-DISCLOSURE AND CONFIDENTIALITY



Royal Canadian Mounted Police
Gendarmerie royale du Canada

PROTECTED #
when completed

Agreement of Non-Disclosure and Confidentiality

Between

Company / Agency

whose mailing address is

Street	Room	City	Province	Postal code
--------	------	------	----------	-------------

Representative name

(hereinafter called "the Company / Agency")

And

Her Majesty the Queen in right of Canada as represented by the Royal Canadian Mounted Police whose mailing address is

Street	Room	City	Province	Postal code
--------	------	------	----------	-------------

Representative name

(hereinafter called "the RCMP")

pertaining to RCMP file number _____

and consisting of the following documents, drawing name, etc. (in order of title, project number, revision date, etc.)

- Any and all information provided to or obtained by the contractor under contract#.
- Any and all information conceived, developed or produced by the Contractor, in any format, for the sole purpose of contract#.

(hereinafter called "the Information")

In consideration of being provided with access to the Information, the Company / Agency hereby undertakes to: Maintain in confidence and not reproduce or otherwise disclose the Information to any person except to an officer or employee of the Company / Agency who is legally bound to keep confidences. Return or destroy the Information, at the option of the RCMP, when no longer needed by the Company / Agency or by date:

YYYY-MM-DD

IN WITNESS THEREOF this undertaking is executed this date

at

YYYY-MM-DD

City

Province

Company / Agency		RCMP	
Representative name		Representative name	
Title		Title	
Telephone		Telephone	
Email		Email	
Signature	Date	Signature	Date