



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

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

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

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

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

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

Comments - Commentaires

Title - Sujet Sound Masking System	
Solicitation No. - N° de l'invitation H1085-183493/A	Date 2018-12-03
Client Reference No. - N° de référence du client H1085-183493	
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-307-75941	
File No. - N° de dossier hn307.H1085-183493	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-01-08	Time Zone Fuseau horaire Eastern Standard Time EST
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Moore, Brian	Buyer Id - Id de l'acheteur hn307
Telephone No. - N° de téléphone (613) 296-8923 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Electrical & Electronics Products Division
L'Esplanade Laurier
East Tower, 4th floor,
Ottawa
Ontario
K1A 0S5

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

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. At the date of bid closing, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. For additional information on security requirements, Bidders should refer to the [Contract Security Program of Public Works and Government Services Canada \(http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html\)](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) website.

1.2 Statement of Requirement

The contractor must provide the goods and/or services in accordance with the technical requirements stated herein.

1.2.1 Delivery Requirement

Delivery is requested to be completed by March 8, 2019.

1.3 Debriefings

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

1.4 Trade Agreements

The requirement is subject to the provisions of the 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) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The [2003](#) (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 90 days

2.1.1 SACC Manual Clauses

SACC Reference	Section	Date
A9033T	Financial Capability	2012-07-16
B1000T	Condition of Material	2014-06-26

2.2 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at, 251 Sir Frederick Banting Driveway, Sir Frederick Banting Building, Tunney's Pasture, Ottawa, Ontario on Wednesday, December 19, 2018. The site visit will begin at 10:00 EST, in Health Canada, front lobby.

Bidders must communicate with the Contracting Authority no later than _____ (*insert date and time*) to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the site visit. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation

2.3 Submission of Bids

Bids must be submitted ONLY TO THE BID RECEIVING UNIT by the date, time and place indicated on page 1 of the bid solicitation. Do not send proposal directly to the Contracting Officer.

PWGSC Bids Receiving Unit
11 Laurier Street, Place du Portage, Phase 3, Core 0B2,
Gatineau, Québec, K1A 0S5
Tel.: 819-420-7201 Fax: 819-997-9776

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

2.3.1 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 14 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.4 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.

2.5 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

"Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted."

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

- Section I: Technical Bid (2 hard copies)
- Section II: Financial Bid (1 hard copies)
- Section III: Certifications (1 hard copies)
- Section IV: Additional Information (1hard copies)

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

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

Canada requests that bidders follow the format instructions described below in the preparation of hard copy 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 fiber 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.

3.1.1 Equivalent Product

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

demonstrate that the substitute product is equivalent to the item specified in the bid solicitation, at the sole cost of bidders, within three (3) business days of the request. If the bidder fails to provide the requested information within the specified timeframe, Canada may declare the bid non-responsive.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.2.1 Electronic Payment of Invoices – Bid

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

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

If none are chosen, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

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

3.2.2 Exchange Rate Fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

Section III: Certifications

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

Section IV: Additional Information

3.3.1 Delivery Offered

While delivery is requested as indicated above, the best delivery that could be offered is _____.

3.3.2 Contractor's Representative

Name and telephone number of the person responsible for: (will be inserted at contract)

General enquiries

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Delivery follow-up

Name: _____
Telephone: _____
Facsimile: _____
Facsimile: _____

3.3.3 Bidder's Proposed Sites or Premises Requiring Safeguarding Measures

3.3.3.1 As indicated in Part 1 under Security Requirements, the Bidder must provide the full addresses of the Bidder's and proposed individuals sites or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State

Solicitation No. - N° de l'invitation
H1085-183493/A
Client Ref. No. - N° de réf. du client
H1085-183493

Amd. No. - N° de la modif.
File No. - N° du dossier
HN307.H1085-183493

Buyer ID - Id de l'acheteur
HN307
CCC No./N° CCC - FMS No./N° VME

Postal Code / Zip Code
Country

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

You are reminded that this solicitation requires the compliance and/or completion of requirements attached as an Annex and forming part of this document.

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 bids must be completed in full and provide all of the information requested in the bid solicitation to enable full and complete evaluation.

4.1.1.1 Mandatory Technical Criteria

The following Mandatory requirements must be submitted with the bid for evaluation

- Technical compliance as identified in Annex "A";
- Product Data documentation such as the Manufacturer's Specifications and Installation Instructions.
 1. System Design: schematics of the system showing quantity and location of components, related cabling and accessories.
 2. Warranty Documents: warranty documents covering the system components (5 year warranty)
- System Design documentation: certified by an approved manufacturer representative
- Documentation showing Installer Qualifications: Approved by manufacturer representative and are trained with the specified components or have demonstrated experience with the installation of similar products to those specified.
- Documentation demonstrating that an approved manufacturer representative or trained contractor will be doing the system adjustment.
- Documentation demonstrating the relevant system components shall conform to:
 1. UL 60065 / ULC 60065 – Standard for Audio/Video and Musical Instrument Apparatus for Household, Commercial and Similar General
 2. FCC – EN 55103-1&2 – Audio, Video and Entertainment Lighting Control
 3. Provide a written warranty that the system components installed shall be free from defects in parts or assembly for a 5-year period from date of first use (the date of system initialization).

4.1.2 Financial Evaluation

The following Mandatory factors will be taken into consideration in the evaluation of each offer: --
Compliance with Pricing Basis 4.1.2.1 and completion of Attachment 1

4.1.2.1 Pricing Basis

The bidder must complete Attachment 1. Bidders must quote firm unit prices in Canadian dollars, DDP Delivered Duty Paid (destination), Applicable Taxes extra, as applicable. Freight charges to destination and all applicable Custom duties and Excise taxes must be included.

4.2 Basis of Selection

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

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 General Environmental Criteria Certification

The Bidder must select and complete one of the following two certification statements.

- A) The Bidder certifies that the Bidder is registered or meets ISO 14001.

Bidders' Authorized Representative Signature

Date

OR

- B) The Bidder certifies that the Bidder meets and will continue to meet throughout the duration of the contract, a minimum of four (4) out of six (6) criteria identified in the table below.

The Bidder must indicate which four (4) criteria, as a minimum, are met.

Green Practices within the Bidders' organization	Insert a checkmark for each criterion that is met
---	--

Solicitation No. - N° de l'invitation
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H1085-183493

Amd. No. - N° de la modif.
File No. - N° du dossier
HN307.H1085-183493

Buyer ID - Id de l'acheteur
HN307
CCC No./N° CCC - FMS No./N° VME

Promotes a paperless environment through directives, procedures and/or programs	
All documents are printed double sided and in black and white for day to day business activity unless otherwise specified by your client	
Paper used for day to day business activity has a minimum of 30% recycled content and has a sustainable forestry management certification	
Utilizes environmentally preferable inks and purchase remanufactured ink cartridges or ink cartridges that can be returned to the manufacturer for reuse and recycling for day to day business activity.	
Recycling bins for paper, newsprint, plastic and aluminum containers available and emptied regularly in accordance with local recycling program.	
A minimum of 50% of office equipment has an energy efficient certification.	

Bidders' Authorized Representative Signature

Date

5.2.3 Federal Contractors Program for Employment Equity - Bid Certification

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

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

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

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

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), attached at Annex "B";
 - b) *Industrial Security Manual* (Latest Edition).

6.2 Statement of Requirement

The contractor must provide the goods and/or services in accordance with the technical requirements stated as per Annex "A" - SOR.

6.2.1 SACC Manual Clauses

SACC Reference	Section	Date
B1501C	Electrical Equipment	2006-06-16
B7500C	Excess Goods	2006-06-16

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

[2010A](#) (2018-06-21), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.3.1.1

6.3.1.2 Warranty Period

Sub-section 9 of general conditions 2010A is amended by replacing the period of twelve (12) months by (5) years.

All other provisions of the warranty section remain in effect.

6.4 Term of Contract

6.4.1 Delivery Date

It is requested that delivery and installation occur in the month of February, 2019 with final completion of all deliverables received on or before March 8th, 2019.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Brian Moore – Supply Specialist
Public Works and Government Services Canada - Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate - "HN" Division
140 O'Connor Street, Ottawa, ON, K1A 0S5
Telephone: (613) 296-8923
E-mail address: Brian.moore@pwgsc-tpsgc.gc.ca

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

6.5.2 Technical Authority

The Technical Authority for the Contract is: (will be inserted at contract)

Name:

Title:

Telephone: (xxx) xxx-xxxx Facsimile: (xxx) xxx-xxxx

E-mail:

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

6.5.2 Technical Authority

The Procurement Authority for the Contract is:

Name:

Title:

Telephone: (xxx) xxx-xxxx Facsimile: (xxx) xxx-xxxx

E-mail:

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

6.5.4 Contractor's Representative

Name and telephone number of the person responsible for: (will be inserted at contract)

General enquiries

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

Delivery follow-up

Name: _____
Telephone: _____
Facsimile: _____
Facsimile: _____

6.6 Payment

6.6.1 Milestone Payments

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm lot prices, as specified in the contract for the total cost of \$. Canadian dollars, DDP (Ottawa, Ontario), with Applicable Taxes extra.

6.6.2 Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Upon Completion and acceptance of Annex "A" Deliverables	Payment Percentage	Firm Amount
1	4.1.1 – System Design as per Manufacturers Specifications	30 %	\$
2	4.1.2 – Examinations 4.1.3 – Permits	5 %	\$
3	4.1.4 – Installation Standards 4.1.5 – Field Qualify Controls	40 %	\$
4	4.1.6 – System Configuration and Adjustments 4.1.7 – Cleaning Standards 4.1.8 – Demonstration and Training of the System	25 %	\$

6.6.3 Limitation of Price

SACC Manual clause [C6000C](#) (2017-08-17) Limitation of Price

6.6.4 Multiple Payments

SACC Manual clause [H1001C](#) (2008-05-12) Multiple Payments

6.6.5 Insurance

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

6.6.6 Electronic Payment of Invoices – Contract

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

- Visa Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);

- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the consignee.
 - (b) one (1) copy must be forwarded to the following address for certification and payment.
P2P.East.Invoices-Factures.est@canada.ca
 - (c) One (1) copy must be forwarded to the Contracting Authority identified under the Section 5. Authorities

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 _____ (*insert the name of the province or territory as specified by the Bidder in its bid, if applicable*).

6.10 Priority of Documents

If there is a discrepancy between the 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, Security Requirements Check List;
- (e) the Contractor's bid dated _____

6.11 SACC Manual Clauses (Delivery)

SACC Reference	Section	Date
D2000C	Marking	2007-11-30
D2001C	Labelling	2007-11-30
D9002C	Incomplete Assemblies	2007-11-30

Solicitation No. - N° de l'invitation
H1085-183493/A
Client Ref. No. - N° de réf. du client
H1085-183493

Amd. No. - N° de la modif.
File No. - N° du dossier
HN307.H1085-183493

Buyer ID - Id de l'acheteur
HN307
CCC No./N° CCC - FMS No./N° VME

6.12 Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:
Delivered Duty Paid (DDP) Ottawa, ON, Incoterms 2000 for shipments from a commercial contractor.

Solicitation No. - N° de l'invitation
H1085-183493/A
Client Ref. No. - N° de réf. du client
H1085-183493

Amd. No. - N° de la modif.
File No. - N° du dossier
HN307.H1085-183493

Buyer ID - Id de l'acheteur
HN307
CCC No./N° CCC - FMS No./N° VME

ATTACHMENT 1 - PRICING BASIS

Item	Firm Price
A) System Design	\$ _____/lot
B) Examinations	\$ _____/lot
C) Permits	\$ _____/lot
D) Installation	\$ _____/lot
E) Field Quality Controls	\$ _____/lot
F) System configurations and Adjustments	\$ _____/lot
G) Cleaning	\$ _____/lot
H) Demonstration and Training (includes documentation)	\$ _____/lot
TOTAL BID PRICE (Sum of items A thru H)	\$ _____

Annex "A"

STATEMENT OF REQUIREMENT

SOUND MASKING SYSTEM

BACKGROUND

Health Canada requires the supply, installation and configuration of a Sound Masking system at the Sir Fredrick Banting Building, Tunney's Pasture, in Ottawa Ontario.

DESCRIPTION

The system must be a turnkey digital signal processing sound masking system comprised of independently controllable, addressable masking devices arranged into zones, controlled by a wireless PC or tablet.

SPECIFICATIONS

References

ASTM E1374-06 (11) – Standard Guide for Open Office Acoustics and Applicable ASTM Standards

ASTM E1573-18 – Standard Test Method for Evaluating Masking Sound in Open Office Using A-Weighted and One-Third Octave Band Sound Pressure Levels

ASTM E1130-08 – Standard Test Method for Objective Measurement of Speech Privacy in Open Offices Using Articulation Index

ASTM E2638 – Standard Test Method for Objective Measurement of Speech Privacy Provide by Closed Rooms

Acoustical Design of Conventional Open Plan Offices, Canadian Acoustics, vol 27, no. 3, 2003 (NRCC-46274)

PERFORMANCE AND DESIGN REQUIREMENTS

System Architecture

The system must be of a SmartSMS-Net Soft dB or equivalent networked decentralized architecture with addressable masking devices distributed throughout the installation area.

The sound masking system must be arranged into zones that will allow the system to be fine-tuned and comply with the performance specifications defined in Section 1.3.B.4.

A zone is defined as an acoustically uniform environment. The typical number of speakers per zone varies from 1 to 6 speakers depending on the design. The number of speakers per zone in the open area can be increased up to 30 speakers as long as the system meets the performance and requirements defined in Section 3.3.B.4.

Each zone must be individually addressable and controllable for both volume and spectrum for fine tuning of the system.

An automatic equalization process must be used for each zone.

Sound Masking Generating System

The system must use digital signal processing (DSP) technology for masking sound generation and output adjustment of masking signals.

Sound masking generator must include an automatic calibration process on 340 narrow bands or third-octave bands from 100Hz to 6.3 kHz based on DSP technology.

The masking sound must be generated via a truly-random, non-deterministic digital process with no repeat cycle.

The system must provide independently controllable masking zones that efficiently allow the ability to control and monitor the operation of each zone and provide:

- A third-octave equalizer per zone with minimum 18 bands, ranging from 100Hz to 6 300Hz;

- Possibility to select specific spectrum for each masking zone;

- Definition of the sound masking spectrum by increment of 0.1 dB in each 1/3 octave band;

- An independent masking volume control providing minimum 0.1 dBA volume increments and an output range of 35 to 85 dBA @ 1m from the loudspeaker;

- A temporary mute function for the masking output;

- The ability to completely disable the masking output;

- A masking volume ramp-up function of up to 4 weeks to facilitate the introduction of the system in the buildings that are already occupied;

- Ability to allow a gradual ramp up of masking volume each time power is applied.

System Control and Software

The system must include LAN, USB and Wireless communication capability. The configuration and the adjustment of the system must be made with a PC or a tablet connected by a wireless connection. The wireless connection is required only during the configuration of the system (not required for operation) and can be turned off if required.

The sound masking system must include graphical software interface that integrates the design, setup, and calibration stages directly on the office layout plan.

When adjustment needs to be made on the sound masking system, the operator must be able to make the changes directly from the area that needs modification. The operator control PC or tablet shall be able to communicate with the system by wireless.

Sound Masking Systems Acoustical Performance

The preferred target sound masking frequency spectrum to be used must be the one shown in Table 1 and in Acoustical Design of Conventional Open Plan Offices, Canadian Acoustics, vol 27, no. 3, 2003 (NRCC-46274) for each zone.

The frequency contour provided must be maintained at different dBA target levels by equally applying the positive or negative difference, between the nominal 45 dBA level and the target dBA level, to each of the one-third octave frequency band's dB level, so as to equally shift the entire contour. (e.g. A target level of 42 dBA, will required shifting the entire 45 dBA spectrum down equally by 3 dB in each of the 1/3 octave frequency bands)

**Table 1: Optimal Sound Masking Spectrum (ref. Bradley, NRCC-46274 report)
– Nominal 45 dBA Contour**

1/3 Octave Band Center Frequency	1/3 Octave dB Sound Levels (overall = 45 dBA nominal)
Hz	dB
100	42.5
125	42
160	41.5
200*	41.5
250*	41
315*	40.5
400*	*39.5
500*	38.5
630*	37.5
800*	37
1,000*	35.5
1,250*	33.5
1,600*	31
2,000*	28.5
2,500*	26.5
3,150*	23.5
4,000*	21.5
5,000*	19.5

** The Articulation Index (which defines speech intelligibility) uses only the frequencies noted above*

Base line masking sound levels for each location type must be as follows:

45 dBA in open plan areas. (or as defined by the acoustician)

42 dBA in enclosed rooms (or as defined by the acoustician)

The supplier will setup the sound masking system to meet acoustical performance requirements when HVAC systems are functioning under what is considered a "normal" mode of operation for occupied periods.

It is the client's responsibility to ensure HVAC systems are operating as required during sound masking system's scheduled commissioning.

The supplier shall not be responsible to meet acoustical performance requirements in locations where, existing background noise exceeds sound masking spectrum levels, and/or where building design details or other constraints prevent its proper installation, setup and operation.

The spectrum should be verified and adjust to match target spectrum for every 100 square meters at a minimum in open area and in 15% of enclosed rooms. The measurement must be performed at representative locations 1.5m above floor level 1m away from demising partitions and walls or large reflecting surfaces, in concordance with ASTM E1573 measurement procedures.

After adjustment, the system must provide spatial uniformity within the tolerances provide below when adaptive control is off:

It Overall dBA levels measured within zones and in enclosed rooms must be within **+/- 1 dBA**, of the specified target level for the combined mechanical and sound masking level;

Uniformity in any third-octave band shall vary no more than:

+/- 2 dB, from the 1/3 octave band contour levels defined in Table 1 from 100Hz to 200Hz;

+/- 1,0 dB, from the 1/3 octave band contour levels from 200Hz to 5000Hz;

In the situation where building background noise exceeds the target spectrum, special attention should be taken to identify the source;

Upon completion of installation, and final setup the supplier must provide a report to client of the sound masking systems acoustical performance.

Adaptive Volume Control for Sound Masking Level

To optimise the efficiency of sound masking and the acoustical comfort of the occupant, the sound masking system must:

Include an adaptive volume control system for each zone.

This adaptive volume system must allow an automatic real-time volume adjustment of the masking sound level based on the level of ambient noise in zones.

Upon completion of installation, and final setup the supplier must provide a report to client of the sound masking systems acoustical performance.

The ambient noise must be measured with sensors installed in the zones. The controller must have the ability to increase or lower the masking sound according to the variation of the ambient noise in the zones by measuring in real time the discrepancies between L10% and L90% of the ambient noise.

Variations rates must be adjustable from 0.01dB/sec to 0,1 dB/sec steps and the variation must be updated at least every 15 sec to avoid any perceptible change in masking sound level.

The minimum and maximum sound masking level of the adaptive volume control must be programmable.

The typical adaptive volume limits must be 45 dBA +/-2 dB and must be fully programmable. This typical set up must allow the system to decrease to 43 dBA when the space is quiet and allow it to increase in real-time by non-perceptible increments to a maximum of 47 dBA during high-activity periods.

The masking volume in each zone must be controlled independently.

History of the active volume control must be recorded on a 7 days period to allow the performance of the system to be analyzed.

Calendar-Based Programmable Timer Function

The system must include a calendar-based programmable timer function to:

Put the masking system in sleep mode during nighttime for energy saving;

Provide an acclimation of the office workers over days or weeks;

Provide masking volume adjustment according to day time activity (if the system does not include the automatic adaptive volume control technology);

Timer schedules must be assigned to an individual or group of sound masking zones;

The system must allow independent timer schedules for each day of the week;

The system must allow variable rates of volume adjustment as low as 0,01 dB/sec.

Security Performance

The system must provide:

Password-protected access to the project manager software;

Storage of settings in memory in each networked masking device, which must be maintained during power outages;

The sound masking system must be designed to perform as a stand-alone system therefore totally independent from the customer's LAN infrastructure and therefore not gather, store or

communicate any relevant information except from low level electronic signals from the controllers to the speakers or sensors.

The only exception allowed would be when the customer requires that the sound masking system to interface with their Building Automation Software then the sound masking system must offer an option to connect the controller to the customer's network through an RJ-45 connector or WIFI.

DELIVERABLES

EXECUTION

A. SYSTEM DESIGN

1. Design system according to manufacturer's specifications.

B. EXAMINATION

1. Ensure that facility build out is at a stage suitable for the system installation.
2. Ensure that facility is constructed according to plans, including wall locations, ceiling types and plenum barriers.
3. Ensure that the plenum height is appropriate as per manufacturer's recommendations and as per plan.
4. Ensure power requirements have been provided as per plan.
5. Ensure sufficient space for centrally located components is available as per plan and manufacturer's specifications.
6. Ensure any third-party components required to be interfaced with the system have been provided.

C. PERMITS

1. Obtain necessary permits for installation work.

D. INSTALLATION

1. Follow all applicable codes for the area.
2. Follow manufacturer's recommendations regarding installation.
3. Follow the system design for location of loudspeakers and wiring.
4. Record any necessary changes to the system design on the plan.
5. Ensure that supplementary materials used meet applicable safety standards.

E. FIELD QUALITY CONTROL

1. Ensure that plenum heights meet the minimum recommended by the manufacturer for the loudspeakers.
2. Ensure that the distance between the top of the loudspeaker and the deck meets manufacturer's minimum specifications.
3. Ensure that loudspeakers are suspended in a level manner.

4. Minimize obstructions to loudspeakers, to the extent possible.
5. Ensure cables are properly supported in the ceiling.
6. Ensure cables are securely terminated.

F. SYSTEM CONFIGURATION AND ADJUSTMENT

1. Follow manufacturer's recommendations for system settings as found in the User Manual.

G. CLEANING

1. Ensure that empty packaging is removed. *** Please recycle ***
2. Ensure that any material waste is removed.
3. Ensure the system components are clean and presentable where required.

H. DEMONSTRATION AND TRAINING

1. Demonstrate operational system to customer by walking the space.
2. Demonstrate functionality of the system to the customer or customer's representative.
3. Provide any training to customer's representative that may be required under the terms of the contract to maintain and/or operate the system or any optional devices (e.g., in room controls)
4. Special training may be provided for sound masking systems monitoring software, when operation requires monitoring for speech security requirements.



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat 171600-D047
Security Classification / Classification de sécurité UNCLASSIFIED

**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 Health Canada		2. Branch or Directorate / Direction générale ou Direction Real Property & Security Directorate
3. a) Subcontract Number / Numéro du contrat de sous-traitance T.B.D.	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant T.B.D.	
4. Brief Description of Work / Brève description du travail Competitive acquisition of services of a firm to supply and install the new sound masking system on four floors of Sir Frederick Banting Building.		
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 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 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 / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SÉCRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SÉCRET <input type="checkbox"/>		TOP SECRET / TRÈS SÉCRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SÉCRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SÉCRET (SIGINT) <input type="checkbox"/>

Handwritten signature



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat
171600-D047

Security Classification / Classification de sécurité
UNCLASSIFIED

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 checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <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 type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

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 171600-D047
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PART C - (continued) / PARTIE C - (suite)

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO 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).